

OFFICE OF FACILITIES MANAGEMENT SCOPE OF SERVICES

Project Name: Umatilla Community Center Mold Remediation

Address: 17107 Ball Park Rd. Umatilla, FL 32784

Project Manager: Don Glessner

Unless otherwise noted, the Contractor shall provide all required labor, material, equipment, plans, engineering, permitting, and local and state inspections to provide 100% turnkey project. Change orders shall not be issued for incidental items or tasks that should have been reasonably construed to be part of the project by the Contractor.

1. PURPOSE

- A. The purpose of this solicitation is to select a Contractor to make repairs at the Umatilla Community Center. Indoor air quality testing has shown excessive mold spore growth in the facility; therefore, the Contractor shall be licensed as, or utilize, a State of Florida Licensed Mold Remediator. All work shall follow industry guidelines for containment, negative air, waste bagging, deep cleaning with HEPA rated vacuums, etc. Lake County's air quality consultant will provide monitoring and clearances as required for the project.

2. SCOPE OF WORK

- a. Remove and replace all vinyl cove base molding.
- b. Remove and replace all vinyl composite tile – New tile to be cleaned, sealed, and have three coats of wax applied at completion to provide an aesthetically pleasing appearance.
- c. Remove and reinstall existing kitchen cabinets and countertops. Cabinets have several chipped areas and some doors that need to be replaced. Include this work with laminate to match as close as possible and repair or replacement of hardware as needed to ensure proper operation at completion of project.
- d. Remove and reinstall bathroom stall partitions as needed to perform work.
- e. Remove and replace existing water heater to match existing size and voltage requirements.
- f. Remove and reinstall existing fixtures, appliances, and equipment as needed to perform work.
- g. Remove and reinstall all hardware, doors, door frames, thresholds, grab bars, accessories, escutcheons, appurtenances, etc. as needed to perform work.
- h. Repair doors that are rubbing as needed.
- i. Remove and replace urinal trap.
- j. Install ADA trap covers on wall hung sinks in restrooms.
- k. Remove and replace damaged hose bib on exterior of building.
- l. Remove and replace all subflooring in its entirety. Flooring shall be replaced with 3/4" BC plywood. Option pricing shall be provided for the use of Fiber cement structural flooring (min. 3/4" thick) installed per manufacturers' specifications.
- m. All unsupported edges shall receive 2x blocking.
- n. Clean existing metal ductwork inside of the building – Note: the HVAC equipment and the duct work from the HVAC units to the connection on the exterior of the building has been replaced and needs to be protected during this operation.
- o. Remove and replace all insulation and moisture barriers under the building to prevent moisture intrusion. Insulation to be R-19 kraft faced batts installed between joists, moisture barrier to be constructed with threaded fibers and shall be designed for this use. All penetrations shall be properly sealed to prevent intrusion.

- p. Repair drywall, clean, prime and paint all walls and ceilings. All areas except restroom and kitchen walls. Note – Main ceiling was repaired and retextured and will only need to be primed/repainted. See paint specifications.
- q. Install reinforced fiberglass panels (RFP) on all walls in restrooms and in kitchen.
- r. Contractor to provide submittals of proposed material to Project Manager for approval prior to installation.
- s. Clean, prepare, prime, and repaint all exterior surfaces. Surfaces include, but are not limited to walls, doors, trim, mansard roof, etc. See paint specifications.
- t. Optional pricing shall be provided to remove and replace all pressure treated decking and hand/guardrail material on front and rear ramps and stairs & replace with composite material.
- u. Once abatement activities have been completed and prior to removal of critical barriers, air samples will be obtained via aggressive air sampling techniques and submitted to a National Voluntary Laboratory Accreditation Program (NVLAP) laboratory for Transition Electron Microscopy (TEM) analysis by NIOSH Method 7402. Consultant will provide the first set of TEM clearance samples at their cost. In the event that these TEM samples fail clearance, the Contractor shall be responsible for the cost of additional TEM clearance sample analysis. Final payment shall only be approved after satisfactory final clearance has been received and approved by Lake County's Project Manager.

Note: Time and Material Rates shall be used for all work concealed or unspecified additional work.

PAINTING SERVICES SPECIFICATIONS

1. GENERAL WORK REQUIREMENTS

- The Contractor shall perform all work in accordance with applicable codes, local ordinances, and requirements of Lake County.
- The Contractor shall provide all required licenses, permits, plans, engineering, and inspections to provide a completed project.
- The term paint shall mean both paint and coatings including emulsions, enamels, stains, varnishes, sealers, and all other coatings whether organic or inorganic and whether used as prime, intermediate, or finish coats.
- All painting work shall be done in strict accordance with the paint manufacturer's recommendations.
- Do not apply paint until substrates are free of conditions that will inhibit proper coating adhesion or appearance.
- Ensure substrates' moisture content is within tolerances recommended by paint manufacturer prior to application of paint.
- Paint shall only be applied when environmental conditions recommended by the manufacturer are met.
- All surfaces to be painted shall be prepared in a workmanlike manner with the objective of obtaining a clean dry surface free from dust, dirt, debris, rust, scale, and all foreign matter. No surface shall be painted before the surface meets the requirements of the paint manufacturer.
- All surfaces shall be patched, sanded, repaired, caulked, or skim coated as needed to achieve a finished product free of imperfections, blemishes, and holidays.
- Hardware accessories, picture tracks, machined surfaces, plates, lighting fixtures, locksets, hinges, and similar items in place prior to cleaning and painting, and not intended to be painted, shall be protected or removed, as directed by the County's Designated Representative, during painting operations and shall be promptly reinstalled after painting operations.
- Paint shall be applied by experienced painters with brushes, rollers, or other applicators designed for particular applications and shall be free of runs, sags, holidays, or unacceptable marks.
- Paint may be applied by experienced painters using airless sprayers where recommended by the manufacturer. All products used for thinning must be in strict accordance with the manufacturer's instructions.
- All substrates shall receive a minimum of one (1) coat of primer as needed and two (2) finish coats of paint. Additional coats of paint shall be applied, if necessary, to obtain an aesthetically pleasing appearance and the specified thickness and coverage.
- Where manufacturer's recommended materials, surface preparation, number of coats or mil thickness exceed what is shown in the specifications, the recommendations of the manufacturer shall govern.
- Drying times between coats shall conform to manufacturer's instructions.
- The Contractor shall use tarps, drop cloths, and painter's tape to protect work wherever such covering is necessary.
- Any unwanted paint shall be carefully removed without damage to any finish or surface.
- The Contractor shall not use any plumbing fixture or waste piping for mixing of, or disposal of paint.

2. TREATMENT OF RUST ON IRON AND STEEL SUBSTRATES

- All rusted surfaces shall be treated with OSPHO rust converter (or equivalent equal) which shall generate a chemical reaction to convert existing rust into a stable, black protective polymeric coating and protect against future rust and corrosion. Prior to applying OSPHO, use a wire brush or wire

wheel to remove loose paint, rust scales, dirt, oil, and anything else accumulated on the surface. Rust converter shall be compatible with all substrates and top coats.

- The Contractor shall notify the County's Project Manager 24 hours prior to the completion of rust treatments so that an inspection can be made of all areas. No primer or paint shall be applied until all rusted areas have been inspected.

3. PRIMER & PAINT TYPES TO BE USED (or equivalent equal upon approval from County Project Manager)

- **Interior Office Wall, Trim & Doors:** Sherwin-Williams ProMar 200 Zero VOC Interior Latex Primer & Paint w/ Anti-microbial agents
- **Exterior Wood/Steel/Vinyl/Aluminum:** Sherwin-Williams All Surface Enamel Latex Primer
- **Exterior Wood/Steel/Vinyl/Aluminum:** Sherwin-Williams A-100 Exterior Acrylic Latex Paint
- **Exterior Masonry:** Sherwin-Williams Loxon Primer & Paint
- **Structural Steel:** Sherwin-Williams Kem Kromik Alkyd-Metal Primer

4. FINISH TYPES TO BE USED – Unless otherwise specified

- **Interior Office Wall, Trim & Doors:** Walls satin – trim & doors semi-gloss
- **Exterior Wood/Steel/Vinyl/Aluminum:** Satin
- **Exterior Masonry:** Satin
- **Structural Steel:** Satin

5. STANDARD COLOR MATCHES – Unless otherwise specified

- County Project Manager to approve all colors prior to installation
- Contractor shall match existing if needed or provide samples for staff to pick colors.

6. QUALITY OF WORK

- **PLEASE NOTE:** The Contractor shall provide workers experienced in painting, drywall installation, repair, taping, and finishing. If the Contractor exhibits an unacceptable finished product, the Contractor, at the sole discretion of the County's Project Manager, may not be included in future efforts. Projects inspected that are found to have unacceptable workmanship by the County's Project Manager shall result in a \$55.00 reinspection fee per inspection. In addition, County staff shall be used to provide access and escort for work on County property. The County may assess the Contractor the sum of Two Hundred Fifty Dollars (\$250.00) per man, per day for each Saturday, Sunday, Holiday or after-hours work required as a result of the Contractor's unacceptable workmanship.

7. CLEAN-UP

- The Contractor shall leave the site clean and neat. All work must be cleaned up prior to the next day of business. At no time shall the specified work interfere with the regular operating hours of Lake County. The Contractor must have ample cleaning supplies and a minimum of two (2) vacuum cleaners on-site for clean-up. At no time shall the Contractor use County cleaning supplies or equipment. **PLEASE NOTE: If at any time the Contractor fails to clean up the work area to acceptable levels the County shall retain outside cleaning services and the cost for this clean up shall be deducted from the Contractor's final payment with the minimum cost of \$50.00 to offset County labor for securing services and vehicle usage required to inspect the project.**

1. INTENT OF CONTRACT DOCUMENTS

- a) For purposes of this Agreement, the term “contract documents” includes all bid documents, drawings, the Statement of Work, attachments to this Agreement, and provisions within this Agreement, along with any change orders or amendments to this Agreement.
- b) It is the intent of the contract documents to describe a functionally complete Project/Service which defines the scope of work. Any work, materials, or equipment that may reasonably be inferred from the contract 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/Service, 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 performed, unless specifically stated otherwise herein.
- c) The contract documents and all referenced standards cited therein are essential parts of the contract requirements. A requirement occurring in one is binding as though occurring in all.
- d) Drawings and specifications are intended to agree and be mutually complete. Any item not contained within the drawings, but contained in the specifications, or vice-versa, shall be provided and/or executed as shown in either the drawing or specification at no extra costs to the COUNTY. Should anything not included in either the drawing and/or the specifications be necessary for the proper construction and/or operation of the Project/Service as herein specified, or should any error or disagreement between the specifications and drawings exist or appear to exist, the CONTRACTOR shall not derive unjust benefit thereby, or use such disagreement counter to the best interests of the COUNTY. The CONTRACTOR shall immediately notify the COUNTY’s Project Manager of any discrepancy and await the Project Manager’s direction before proceeding with the work in question.

2. ERRORS AND OMISSIONS

The CONTRACTOR shall not take advantage of any apparent error or omission in the contract documents. If any error or omission appears in the contract documents, the CONTRACTOR shall immediately notify the COUNTY in writing of such errors or omissions. In the event the CONTRACTOR knows or should have known of any error or omission and failed to provide such notification, the CONTRACTOR shall be deemed to have waived any claim for increased time or compensation the CONTRACTOR may have had and the CONTRACTOR shall be responsible for the results and the costs of rectifying any such error or omission.

3. PAYMENT HOURLY RATE

- a) The COUNTY shall pay and CONTRACTOR shall accept, as full and complete payment for the timely and complete performance of its obligations hereunder as provided in the

Pricing Schedule which is attached as Attachment C to this Agreement and which is made a part of this Agreement by reference.

- b) A fixed lump sum price represents the CONTRACTOR's base bid plus the optional portion of the Project/Service, including all applicable taxes, materials, labor, supervision, fuel, permits, licenses, management and overhead, unless a duly authorized change order has been issued in accordance with the COUNTY's purchasing policies and procedures.
- c) Any hourly rate quoted shall be deemed to provide full compensation to the CONTRACTOR for labor, supervision, equipment use, travel time, and all other costs associated with providing the services needed to satisfactorily complete all work provided. This rate is assumed to be at straight-time for all labor, except as otherwise noted.
- d) All incidental parts and materials that have a cost of \$25.00 or less, needed to complete the work as specified within this scope of service, shall be considered part of overhead and shall be included in the CONTRACTOR's hourly labor rate. At no time shall there be a charge less than \$25.00 showing on an invoice.
- e) In the event that the CONTRACTOR needs to rent a piece of equipment to complete the work being assigned, prior approval from the Project Manager shall be required. The cost of the rental shall be indicated on the estimate and the invoice. A copy of the invoice for the rental equipment shall be included with the invoice. The Contractor shall be allowed to assess a percentage of up to fifteen (15) percent over the cost of the rental. A copy of the rental invoice to the CONTRACTOR shall accompany the invoice being submitted to the COUNTY. There will be no allowance for rental if it is reasonably ascertained that the equipment is needed to complete the work as outlined in the scope of work.
- f) The Contractor shall submit an original invoice to the County's Project Manager after each service has been completed. Submittal of these invoices shall not exceed ten (10) calendar days beyond the date the service was completed. Under no circumstances shall the invoices be submitted to the County in advance of the delivery and acceptance of the items or service. All invoices shall be accompanied by the PDF documentation required in the record keeping portion of this scope of services. The pricing section shall include the hours of labor, labor rate (based on the bid price), and total cost for the hours worked. The invoice shall also include the price of the part to the Contractor, the percentage of markup, the total percentage markup cost, and the total of the part. The example below shall be included on all invoices from the Contractor to include any from a subcontractor:

Widget	= 25.00
10 % markup	= 2.50
Total Part cost	= 27.50
Labor hours	= 2
Hour rate	= 20.00
Total labor cost	= 40.00
Total invoice	= 67.50

- g) A job ticket shall accompany the invoice. This ticket shall show the:
 - a. Date
 - b. Location time

- c. Complete description of service
- d. Parts used

CONTRACTOR shall submit progress invoice no later than the tenth (10th) of each month to Facilities and Fleet Management Department, 32400 C.R. 473, Leesburg, Florida 34788. All invoices shall contain the bid number, date and location of delivery or service, purchase order number, confirmation of acceptance of the goods or services by the appropriate COUNTY representative, and a detailed description of services provided. If parts/materials are used as part of the project/service, the invoice shall be accompanied with a copy of the invoice to the Contractor from their supplier. A service ticket shall be included showing the name of the technician(s), the date the work was completed, the start and completion time of the service, the service rendered, the parts/materials (if any) installed. The Contractor shall also submit with their invoice a completed "Certification of Payment to Subcontractors and Suppliers" form. Failure to submit invoices in the prescribed manner will delay payment, and the CONTRACTOR may be considered in default of contract and its contract may be terminated. Final invoices shall include an original, completed "Certification of Payment to Subcontractors and Suppliers" form, if applicable.

Project/Service \$25,000 and Under: The COUNTY shall provide a lump sum payment when all Project/Service tasks are completed by the CONTRACTOR and approved by the COUNTY. In order for the COUNTY to provide payment, the CONTRACTOR shall submit a fully documented invoice that provides the basic information set forth herein. If requested, the COUNTY may allow progress payments, but is under no obligation to do so and the specifics of the progress payments shall be at the sole discretion of the COUNTY.

Project/Service Greater than \$25,000: The Contractor may receive periodic payments on a thirty (30) day interval for Project/Service tasks completed during that period by the Contractor and approved by the County's Project Manager. Retention of funds shall be held in accordance with Florida Prompt Payment Act. In order for the County to provide payment, the Contractor shall submit a fully documented invoice that provides the basic information set forth below.

The COUNTY shall make payment on all undisputed invoices in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes. The COUNTY shall not make payment on partial delivery of supplies, services, or materials.

In the event any part of this Agreement or the Project/Service, is to be funded by federal, state, or other local agency monies, the CONTRACTOR hereby agrees to cooperate with the COUNTY in order to assure compliance with all requirements of the funding entity applicable to the use of the monies, including providing access to and the right to examine relevant documents related to the Project/Service and as specifically required by the Federal or state granting agency, and receiving no payment until all required forms are completed and submitted. A copy of the requirements shall be supplied to the CONTRACTOR by the COUNTY upon request.

4. CONTRACTOR PERSONNEL

- a) The CONTRACTOR shall assure that all personnel are competent, careful and reliable. All personnel must have sufficient skill and experience to perform their assigned task properly and satisfactorily and to operate any equipment involved, and shall make due and proper effort to execute the work in the manner prescribed in the contract documents.

The CONTRACTOR shall provide competent, suitable, and qualified personnel to perform the work as required by the specifications, the CONTRACTOR shall be fully responsible for the performance of his/her organization and completion of all work under this Contract, and shall, at all times, maintain good discipline and order at the work site. The employee(s) of the CONTRACTOR shall be considered at all times its employee(s) and not an employee(s) or agent(s) of COUNTY. The CONTRACTOR shall provide trustworthy, reliable employees and shall make a good faith effort to retain the same employees to service Lake County.

5. DRESS CODE

- a) The CONTRACTOR shall maintain a dress code for their employee's with a minimum of shirts, pants and work shoes/boots, in decent condition, at all times while the work is being performed. The CONTRACTOR's employees shall be neat and clean in appearance and a form of identification that clearly identifies them as employees of the CONTRACTOR.
- b) All workers shall be required to wear an ID badge identifying them as approved Vendors. Lake County will supply the ID badges. The CONTRACTOR will ensure that all workers employed under this contract, whether employed by the CONTRACTOR or a subcontractor are scheduled, prior to assignment, for an appointment during the COUNTY's normal working hours with the COUNTY's Project Manager, to process and receive the ID badge. All new workers must be assigned an ID badge prior to starting work. The CONTRACTOR should be aware that it may take up to one week to receive ID badges after required information has been received and pictures have been taken.

6. SUPERVISION

The CONTRACTOR shall at all times have at the Project/Service as its agent a competent superintendent capable and thoroughly experienced in the type of work being performed, who shall receive instructions from the COUNTY. The superintendent shall supervise all trades, direct all Project/Service activities, establish and maintain installation schedules, and provide the COUNTY's Project Manager with progress reports as requested. The superintendent shall have full authority to execute the orders or directions of the COUNTY, and if applicable to supply promptly any materials, tools, equipment, labor and incidentals which may be required. Such superintendent shall be furnished regardless of the amount of work sublet. The CONTRACTOR's superintendent shall speak, write, and understand English and shall be on the job site during all working hours.

7. CONTRACTOR SECURITY & ACCESS PROCEDURES

a) PROJECT AND / OR SERVICE & NEW HIRE INFORMATION REQUIREMENTS

a. If required by Lake County for a project and/or service, the Contractor shall provide Lake County's Project Manager (the person managing the specific project and/or service from the Facilities & Fleet Management Department) with all requested documentation for all personnel, subcontractors, and representatives of the Contractor that will be utilized for the project and/or service. Documentation shall be provided within 5 working days of request and shall be submitted electronically in pdf format. This information shall also be provided when new personnel, subcontractors, and representatives of the Contractor are hired at any time during the contract period for the project and/or service. The information supplied will be used to run background checks and to provide identification badging, proximity cards, and keys. All documentation required below shall be supplied in (1) one PDF attachment that shall be titled with the Company's name, the person's name, and the person's birthdate. Example: ACME Plumbing - John H. Smith - 10/10/96.

b. The documentation shall include the following:

- i. Full name
- ii. Address
- iii. Email address
- iv. Telephone number
- v. Copy of driver's license/state of Florida identification card/valid passport/valid work visa
- vi. A current, clear, color photo (head shot) taken with a plain background.
- vii. Building name(s) and address(s) of the facilities where the individual will be working
- viii. Any additional information that may be requested by the Sheriff's Department

b) CRIMINAL JUSTICE INFORMATION SERVICES (CJIS)

When advised by the County's Project Manager the Contractor's personnel, subcontractors, and representatives shall be required to complete an online training class that includes testing in order to have access to some secure areas of County facilities. Finger printing may also be required and shall be performed by the Lake County Sheriff's Office at no expense to the Contractor.

c) BACKGROUND CHECK

- a. Background checks shall be performed by the Lake County Sheriff's Office at no expense to the Contractor.
- b. The Lake County Sheriff's Office shall have the ultimate decision making authority as to the approval or denial of all personnel, subcontractors, and representatives of the Contractor.

- c. The County's Project Manager shall notify the Contractor electronically of approved and/or denied background checks. Reasons for denials will not be provided.

b) IDENTIFICATION BADGING / PROXIMITY CARDS / KEYS

- a. The Contractor's personnel, subcontractors, and representatives that are approved to work in restricted areas will receive an identification badge which will also act as a proximity card.
- b. All approved personnel, subcontractors, and representatives of the Contractor shall be issued identification badge(s) and shall be required to wear them at all times while on Lake County property. At no time shall personnel, subcontractors, and representatives of the Contractor be allowed to work on Lake County property prior to being given approval by the Facilities Maintenance Division Manager and the assignment of a Contractor identification badge.
- c. For facilities that do not have proximity card readers, keys will be issued to approved personnel, subcontractors, and representatives of the Contractor.
- d. The Facilities Maintenance Division Manager shall notify the Contractor by email that identification badges, proximity cards, and/or keys are ready for pickup, and shall have the contractor complete a release form(s) and then distribute them to the Contractor for disbursement to their personnel, subcontractors, and representatives. The County's Project Manager shall be copied on the email.

c) LOST/STOLEN/DAMAGED IDENTIFICATION BADGES / PROXIMITY CARDS / KEYS

- a. In the event that an identification badge, proximity card or key is lost, stolen or damaged, the Contractor shall immediately email the Facilities Maintenance Division Manager and the County's Project Manager.
- b. Personnel, subcontractors, and representatives of the Contractor shall be temporarily substituted by the Contractor with a suitable replacement until the Contractor has obtained a new identification badge/proximity card.
- c. The Contractor shall be assessed a \$25.00 fee for each lost, stolen, or damaged card and/or key in order to reimburse costs incurred by Lake County. All fees due shall be deducted from the Contractor's next invoice.

d) REPORTS

- a. The Contractor shall provide an initial report within 30 business days of the start date and then a quarterly report in January, April, July, and October for all employees currently being utilized for projects and/or services for Lake County. All additions and/or changes shall be highlighted in yellow. The County's Project Manager will provide a standardized excel form at contract initiation that shall be used. Reports shall be provided for the duration of the project and/or service. The report shall be delivered electronically in PDF format to the Lake County Sheriff's Department Representative, the Facilities Maintenance Division Manager, and the County's Project Manager. Reports shall include the following information:
 - 1. Individuals name, birthdate, and driver's license number
 - 2. Identification badge/proximity card number

3. All facilities where the employee works
4. All facilities accessible by proximity card or key
5. The date the identification badge/proximity card was issued
6. Dates of subsequently issued identification badges/proximity cards due to loss, theft, or damage
7. The date that the individual left employment of the contractor and the identification badge/proximity card was returned

e) **WORKER DISMISSAL / LEAVE REPORTING**

- a. The Contractor shall immediately email the Facilities Maintenance Division Manager and the County's Project Manager upon the dismissal or permanent leave of any personnel, subcontractors, and/or representatives of the Contractor that are utilized for projects and/or services for Lake County.
- b. The Contractor shall contact the Facilities Maintenance Division Manager to arrange to drop off identification badge(s), proximity card(s), and key(s) of a dismissed worker(s) within 3 working days of dismissal or leave.

f) **PROJECT / SERVICE COMPLETION**

- a. At the completion of the project and/or service the Contractor shall, within 3 business days, arrange to meet with the Facilities Maintenance Division Manager to return all identification badges, proximity cards, and keys.
- b. The Contractor shall be assessed a \$25.00 fee for each missing identification badge, proximity card, and key in order to reimburse costs incurred by Lake County. All fees due shall be deducted from the Contractor's final invoice.

8. EMERGENCIES

- a) If required by the Scope of Work, the 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 handle any problem that might arise. The CONTRACTOR's responsible person for supervision of emergencies shall speak and understand, both verbally and in writing, the English language. The CONTRACTOR shall submit to the COUNTY's 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 work under this agreement. This list shall contain the name of their supervisors responsible for work pertaining to this contract.
- b) If required by the Scope of Scopes, the CONTRACTOR shall have a responsible person available at, or reasonably near, the Project/Service 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. The CONTRACTOR's responsible person for supervision of emergencies shall speak and understand, both verbally and in writing, the English language. The CONTRACTOR shall submit to the COUNTY'S Project Manager, the phone numbers and names of personnel designated to be contacted in cases of emergencies. Included in this list shall be a twenty-four (24) hour contact phone number for all subcontractors, if any, performing work under

this Agreement. This list shall contain the name of their supervisors responsible for work pertaining to this Agreement. In the event of an emergency affecting the safety or protection of persons, or the work or property at the Project/Service site or adjacent thereto, the CONTRACTOR, without special instruction or authorization from the COUNTY is obligated to act to prevent threatened damage, injury or loss. The CONTRACTOR shall contact the COUNTY as soon as possible by telephone and with written notice as soon as feasible thereafter, but no later than twenty-four (24) hours after the occurrence of the emergency, if the CONTRACTOR believes that any significant changes in the work or variations from the contract documents has occurred. If the COUNTY determines that a change in the contract documents is required because of the action taken in response to an emergency, a change order request shall be issued to document the consequences of the changes or variations. If the CONTRACTOR fails to provide written notice within the twenty-four (24) hour limitation noted above, the 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.

9. SAFETY

- a) The CONTRACTOR shall 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 (OSHA) and any other industry, federal, state or local government standards, including the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA). 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 be aware that while working for the COUNTY, representatives from agencies such as OSHA are invitees and need not have warrants or permission to enter the work site. Any fines levied by the above-mentioned authorities for failure to comply with these requirements shall be borne solely by the CONTRACTOR.
- b) CONTRACTOR certifies that all material, equipment, etc. to be used in an individual Project/Service meets all Occupational Safety and Health Administration (OSHA) requirements. The 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 the 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 the CONTRACTOR and its employees.
- c) All safety devices installed by the manufacturer on equipment utilized by the CONTRACTOR on the jobsite shall be in place and in proper working order at all times. If the COUNTY determines that the equipment is deficient in safety devices, the CONTRACTOR shall be notified immediately. The CONTRACTOR shall immediately repair, or remove the equipment from service until the deficiency is corrected to the satisfaction of the COUNTY.
- d) The COUNTY may periodically monitor the work site for safety. Should there be safety and/or health violations, the COUNTY shall have the authority, but not the duty, to require

the CONTRACTOR to correct the violation in an expeditious manner. If there is any situation that is deemed unsafe by the COUNTY, the Project/Service will be shut down immediately upon notice and will not resume work until the unsafe condition has been remedied.

- e) Should the work site be in a hazardous area, the COUNTY shall take reasonable actions to furnish the CONTRACTOR with information concerning hazards such as the types or the identification of known toxic material, machine hazards, Material Safety Data Sheets, or any other information that would assist the CONTRACTOR in the planning of a safe work site. The CONTRACTOR retains the ultimate responsibility to ensure all work is performed in a manner consistent with all applicable safety standards and directives.
- f) CONTRACTOR shall erect and maintain, as required by existing conditions and contract performance, safeguards for safety and protection such as barricades, danger signs, a construction fence, and other warnings against hazardous conditions.
- g) CONTRACTOR shall be responsible for the removal of all surplus material and debris from the Project/Service site at the end of each work day. All costs associated with clean-up and debris removal shall be included in the lump sum price stated elsewhere herein. The CONTRACTOR shall leave the site clean and neat. All work must be cleaned up prior to the next day of business. At no time shall the specified work interfere with the regular operating hours of Lake County. The CONTRACTOR must have ample cleaning supplies and a minimum of two (2) vacuum cleaners on-site for clean-up. At no time shall the CONTRACTOR use COUNTY cleaning supplies or equipment. Upon final completion, the CONTRACTOR shall thoroughly clean-up all areas where work has been involved as mutually agreed with the COUNTY's Project Manager. PLEASE NOTE: If at any time the CONTRACTOR fails to clean up the work area to acceptable levels the COUNTY shall retain outside cleaning services and the actual costs for this service shall be deducted from the CONTRACTOR's final payment with the minimum cost of \$50.00 to offset County time for securing services to properly clean and inspect the site.
- h) CONTRACTOR shall confine all equipment, materials and operations to the Project/Service site and areas identified in the Contract documents. CONTRACTOR shall assume all responsibility for any damage to any such area resulting from the performance of the work.
- i) CONTRACTOR is responsible for notifying the COUNTY of any hazardous materials used on the work site and providing the COUNTY a copy of the Material Safety Data Sheets (MSDS). Any spillage of hazardous chemicals and/or wastes by the CONTRACTOR shall be reported immediately to the COUNTY and cleaned up in accordance with all State and Federal Regulations. The cost of cleanup of any spillage of hazardous chemicals and/or wastes caused by the CONTRACTOR shall be the sole responsibility of the CONTRACTOR and the COUNTY shall share no responsibility of these costs. A copy of the complete report showing compliance with local, state, and federal agencies shall be given to the COUNTY. If any hazardous chemicals or conditions are discovered during the normal operation, it is the responsibility of the CONTRACTOR to immediately contact the COUNTY with a description and location of the condition. The MSDS shall include the following information:

- a. The chemical name and the common name of the toxic substance.
 - b. The hazards or other risks in the use of the toxic substance, including the potential for fire, explosion, corrosiveness, and reactivity.
 - c. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by the exposure to the toxic substances.
 - d. The primary route of entry and symptoms of exposure.
 - e. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
 - f. The emergency procedure for spills, fire, disposal and first aid.
 - g. A description in lay terms of the known specified potential health risks posed by the toxic substance intended to alert any person reading this information.
 - h. The year and month, if available, that the information was compiled, and the name, address and emergency telephone number of the manufacturer responsible for preparing the information.
- j) The 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 the CONTRACTOR's Superintendent unless otherwise designated in writing to the COUNTY'S Project Manager. All communications to the Superintendent shall be as binding as if given to the CONTRACTOR.

10. LICENSING

The CONTRACTOR shall remain appropriately licensed and/or employ the services of a subcontractor who is appropriately licensed throughout the course of the Project/Service. Failure to maintain all required licenses shall entitle the COUNTY, at its option, to terminate this Agreement.

11. PRE-BID MEETING

If required, the CONTRACTOR s shall attend a mandatory pre-bid meeting. Whether or not there is a mandatory or non-mandatory pre-bid, the CONTRACTOR shall be required to carefully examine any supplied drawings and/or specifications and be thoroughly aware regarding any and all conditions that may in any manner affect the work to be performed under the contract. If a pre-bid meeting is not required the CONTRACTOR shall visit the site to familiarize themselves with the Project/Service, see existing conditions, and take measurements. No additional allowances will be made for lack of knowledge of these conditions

12. GENERAL INSPECTION REQUIREMENTS

- a) Due to the nature of this Agreement, the COUNTY shall at the time of establishment of need, require the 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 and/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/Service.

- b) The CONTRACTOR shall furnish the COUNTY with every reasonable accommodation for ascertaining whether the work performed and materials used are in accordance with the requirements and intent of the contract documents. If the COUNTY so requests, the 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, the CONTRACTOR shall restore the uncovered portions of the work to the standard required by the specifications. Should the work so exposed or examined prove unacceptable in the opinion of the COUNTY, the uncovering or removal, and the replacing of the covering or making good of the parts removed, shall be at the CONTRACTOR's expense. However, should the work thus exposed or examined prove acceptable in the opinion of the COUNTY, the uncovering or removing and the replacing or the covering or making good of the parts removed, shall be paid for as unforeseen work.
- c) If, during or prior to construction operations, the COUNTY 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 COUNTY's later rejection when such defect is discovered, nor obligate the COUNTY to final acceptance or payment, and the CONTRACTOR shall make no claim for losses suffered due to any necessary removals or repairs of such defects.
- d) If, during or prior to construction operations, the COUNTY rejects any portion of the work on the grounds that the work or materials are defective, the COUNTY shall give the CONTRACTOR notice of the defect, which notice may be confirmed in writing. The CONTRACTOR shall then have seven (7) calendar days from the date the notice is given to correct the defective condition. If the CONTRACTOR fails to correct the deficiency within the seven (7) calendar days after receipt of the notice, the COUNTY may take any action necessary, including correcting the deficient work utilizing another CONTRACTOR, returning any non-compliant goods to the CONTRACTOR at the CONTRACTOR's expense or terminating the contract. The CONTRACTOR shall not assess any additional charge(s) for any conforming action taken by the COUNTY. The COUNTY will not be responsible to pay for any product or service that does not conform to the contract specifications.
- e) Should the CONTRACTOR fail to remove and renew any defective materials used or work performed, or to make any necessary corrections in an acceptable manner and in accordance with the contract requirements, within the time indicated in writing, the COUNTY shall have the authority to cause the unacceptable or defective materials or work to be corrected as necessary at the CONTRACTOR's expense. Any expense incurred by the COUNTY, whether direct, indirect or consequential, in making said repairs, removals, or renewals shall be paid for out of any monies due or which may become due to the CONTRACTOR. A change order shall be issued, incorporating the necessary revisions to the contract documents, including an appropriate decrease to the contract amount. Such costs shall include, but not be limited to, costs of repair and replacement of work destroyed or damaged by correction, removal or replacement of the CONTRACTOR's defective work and additional compensation due the COUNTY. The CONTRACTOR shall not be allowed an

extension of the contract time because of any delay in performance of the Project/Service attributable to the exercise by the COUNTY of the COUNTY's rights and remedies hereunder. If the CONTRACTOR fails to honor the change order, the COUNTY may terminate the contract for default.

- f) All work performed and all materials furnished shall be in reasonably close conformity with the tolerances indicated in the specifications. In the event the COUNTY'S Project Manager finds the materials or the finished product in which the materials are used and not within reasonably close conformity to the specifications, the COUNTY'S Project Manager will then make a determination if the work shall be accepted and remain in place. In this event, the COUNTY'S Project Manager will document the basis of acceptance by a Change Order that will provide for an appropriate deduction as needed in the contract price for such work or materials as the COUNTY'S Project Manager deems necessary to conform to the determination based on the COUNTY'S Project Manager's professional judgment.
- g) When the United States Government or the State of Florida is to pay a portion of the cost of construction, 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.

13. COUNTY'S PROJECT MANAGER

The COUNTY shall designate a COUNTY staff member to act as COUNTY's Project Manager. It is agreed to by the parties that the COUNTY's Project Manager will decide all questions, difficulties, or disputes, of whatever nature, which may 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. The COUNTY's Project Manager may appoint representatives as desired that will be authorized to inspect all work done and all materials furnished.

14. BUILDING PLANS AND DOCUMENTATION

If at any time the Contractor is supplied by the County or produces building drawings/documentation for construction or any other purpose, the Contractor shall not be allowed to share, distribute, display, or in any other way transmit a copy of these plans without the consent of the County. If there is a need to allow another individual to view the plans, a written request (email is allowed) shall be submitted to the County's Project Manager. A written response (email is allowed) from the County shall be obtained before the plans can be released for viewing.

15. PURCHAS

16. TIME FOR COMPLETION AND EXTENSIONS

- a) Purchase orders shall be issued for Project/Services to the Contractor. Issuance of a purchase order is not a directive to begin work unless otherwise specified. A written notice

to proceed is required for the Contractor to schedule or begin work. Email notice is acceptable.

- b) The CONTRACTOR shall diligently pursue the completion of the work and coordinate the work being done on the Project/Service by its subcontractors and material suppliers, as well as coordinate the CONTRACTOR's work with the work of other contractors so that the CONTRACTOR's work or the work of others shall not be delayed or impaired. The CONTRACTOR shall be solely responsible for all construction means, methods, techniques, sequences and procedures, as well as coordination of all portions of the work under the contract documents. The time for completion requirements are contained in Article 3.2 above.
- c) Should the CONTRACTOR be obstructed or delayed in the completion of the work as a result of unforeseeable causes beyond the control of the CONTRACTOR, and not due to the CONTRACTOR's fault or neglect, the CONTRACTOR shall notify the COUNTY in writing within twenty-four (24) hours after the commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which the CONTRACTOR may have had to request a time extension.
- d) If the CONTRACTOR complies with the twenty-four (24) hour notice requirement, the COUNTY shall ascertain the fact and the extent of the delay being claimed and recommend an extension to the contract time when, in the COUNTY's sole judgment, the findings of fact justify such an extension. The CONTRACTOR shall cooperate with the COUNTY's 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 the CONTRACTOR's schedule. Extensions of contract time, if approved by the COUNTY, must be authorized in writing.

17. LIQUIDATED DAMAGES

- a) Unless otherwise agreed to, weather events are specifically excluded as excused cause for delay under this agreement and no additional days shall be given for rain days.
- b) If the deficiencies have been noted and the remedies have not been completed within the contracted time, the COUNTY's 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) The COUNTY and the CONTRACTOR recognize that, since time is of the essence for this agreement, the COUNTY will suffer financial loss if the work is not completed within the time specified. The COUNTY will be entitled to assess, as Liquidated Damages, but not as a penalty, for each calendar day after the scheduled completion date the project continues. The project shall be deemed to be completed on the date the work is considered complete to the satisfaction of the COUNTY. The CONTRACTOR hereby expressly waives and relinquishes any right which it may have to seek to characterize the 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 the

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
\$50,001 or more.....	\$250

- d) COUNTY shall retain from the compensation to be paid to CONTRACTOR the above described sum. Any CONTRACTOR that is in default for not completing the work within the time specified, at the option of the COUNTY, may not be permitted to perform work for the COUNTY until the project is complete and the liquidated damages sum is satisfied.

18. HOURS OF OPERATION

- a) Unless otherwise specified in the technical specifications, all work performed shall be accomplished between the hours of 8:00 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 the CONTRACTOR and approval, in writing, has been granted by the COUNTY. Request for permission to work must be received by the COUNTY's 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 Facilities Management Additional Terms and Conditions, Section 8, Emergencies, would apply. County Holidays are as follows:

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 difficulties affecting normal operations within the COUNTY facility. When the CONTRACTOR requests and is approved for Saturday, Sunday or Holiday work, the COUNTY may assess the 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.

19. CHANGES IN SCOPE OF SERVICES

- a) The COUNTY may at any time, by written change order executed in accordance with the COUNTY's Purchasing Policies and Procedures, increase or decrease the scope of this Agreement. For changes in work requested by CONTRACTOR, the CONTRACTOR shall prepare and submit change order requests for COUNTY approval. Each change order shall include time and monetary impacts of the change, whether the change order is considered alone or with all other changes during the course of the Project/Service. Both the COUNTY and the CONTRACTOR shall execute the change order.
- b) The value of such extra work or change shall be determined by the contract unit values, if applicable unit values are set forth in this Agreement. The amount of the change shall be computed from such values and added to or deducted from the contract price.
- c) If the COUNTY and the CONTRACTOR are unable to agree on the change order for requested change, the CONTRACTOR shall, nevertheless, promptly perform the change as directed in writing by the COUNTY. If the CONTRACTOR disagrees with the COUNTY's adjustment determination, the CONTRACTOR must make a claim pursuant to the Claims and Disputes section herein, or else be deemed to have waived any claim on this matter the CONTRACTOR might have otherwise had.
- d) For work not contemplated by the original Agreement, the amount of an increase shall be limited to the CONTRACTOR's reasonable direct labor and material costs and reasonable actual equipment costs as a result of the change (including allowance for labor burden costs) plus a maximum ten percent (10%) markup for all overhead and profit, unless otherwise agreed to in writing by the COUNTY. In such case, the CONTRACTOR shall keep and present to the COUNTY an itemized accounting together with appropriate supporting data. In the event such changed work is performed by a subcontractor, a maximum ten percent (10%) markup for all overhead and profit for all subcontractors' direct labor and material costs and actual equipment costs shall be permitted, with a maximum five percent (5%) markup thereon by the CONTRACTOR for all of its overhead and profit, for a total overall maximum markup of fifteen percent (15%) of the amount of changed work. All compensation due the CONTRACTOR and any subcontractor or sub-subcontractor for field and home office overhead is included in the markups listed above.
- e) The COUNTY shall not be liable to the CONTRACTOR for any increased compensation in the absence of a written change order executed in accordance with COUNTY policy. The payment authorized by such a change order shall represent full and complete compensation to the CONTRACTOR for labor, materials, incidental expenses, overhead, profit, impact costs and time associated with the work authorized by such change order.
- f) Execution by the CONTRACTOR of a properly authorized change order shall be considered a waiver of all claims or requests for additional time or compensation for any activities prior to the time of execution related to items included in the change order.
- g) Upon receipt of an approved change order, changes in the Scope of Services shall be promptly performed. All changes in work shall be performed under the terms and conditions of this Agreement.

- h) Change orders shall not be issued for incidental items or tasks that should have been reasonably construed to be part of the project by the CONTRACTOR.

20. RETAINING OTHER CONTRACTORS

- a) Nothing herein shall be deemed to preclude the COUNTY from retaining the services of other persons or entities undertaking the same or similar services as those undertaken by the CONTRACTOR or from independently developing or acquiring materials or programs that are similar to or competitive with the services provided under this Agreement.
- b) While the COUNTY has listed all major items which are utilized by COUNTY departments in conjunction with their operations, there may be similar or ancillary items that must be purchased by the COUNTY during the term of this Agreement. Under these circumstances, a COUNTY representative will contact the CONTRACTOR to obtain a price quote for the similar or ancillary items. The COUNTY reserves the right to award these ancillary items to the CONTRACTOR, another vendor based on the lowest price quoted, or to acquire the items through a separate solicitation.

21. CLAIMS AND DISPUTES

- a) Claims by the CONTRACTOR shall be made in writing to the COUNTY within two (2) business days, unless another provision of this Agreement sets forth a different time frame, after the commencement of the event giving rise to such claim or the CONTRACTOR shall be deemed to have waived the claim. All claims shall be priced in accordance with the section in this document entitled "Changes in Work".
- b) The CONTRACTOR shall proceed diligently with its performance as directed by the COUNTY, regardless of any pending claim, action, suit, or administrative proceeding, unless otherwise agreed to by the COUNTY in writing. The COUNTY shall continue to make payments on the undisputed portion of the contract in accordance with the contract documents during the pendency of any claim.
- c) Claims by the CONTRACTOR shall be resolved in the following manner: (1) Upon receiving the claim and supporting data, the COUNTY shall within fifteen (15) calendar days respond to the claim in writing stating that the claim is either approved or denied. If denied, the COUNTY shall specify the grounds for denial. The CONTRACTOR shall then have fifteen (15) calendar days in which to provide additional supporting documentation, or to notify the COUNTY that the original claim stands as is. (2) 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 the COUNTY declines to mediate the dispute, the CONTRACTOR may bring an action in a court of competent jurisdiction in and for Lake County, Florida.
- d) Claims by the COUNTY against the CONTRACTOR shall be made in writing to the CONTRACTOR as soon as the event leading to the claim is discovered by the COUNTY. Written supporting data shall be submitted to the CONTRACTOR. All claims shall be priced in accordance with the provisions of the section in this document entitled "Changes

in Work”. The CONTRACTOR shall respond in writing within fifteen (15) calendar days of receipt of the claim. If the claim cannot be resolved, the COUNTY shall have the option to submit the matter to mediation as set forth in (C) above.

- e) Arbitration shall not be considered as a means of dispute resolution.
- f) NO CLAIM FOR DAMAGES OR ANY CLAIM OTHER THAN FOR AN EXTENSION OF TIME SHALL BE MADE OR ASSERTED AGAINST THE COUNTY BY REASON OF ANY DELAYS. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of the work shall relieve the CONTRACTOR of its duty to perform or give rise to any right to damages or additional compensation from the COUNTY. The CONTRACTOR expressly acknowledges and agrees that the CONTRACTOR shall receive no damages for delay. However, this provision shall not preclude recovery or damages by the CONTRACTOR for hindrances or delays due solely to fraud, bad faith or active interference on the part of the COUNTY. Otherwise, CONTRACTOR shall be entitled to extensions of the contract time as the sole and exclusive remedy for such resulting delay, in accordance with and to the extent specifically provided above.

22. SUBMITTALS AND EQUAL PRODUCTS CAN BE CONSIDERED

- a. Submittals of products required for the Project/Service assigned to the CONTRACTOR hereunder, shall be supplied to the COUNTY for pre-approval prior to the start of the work. These documents shall be provided to the COUNTY at least one (1) week before the installation.
- b. If a product or service requested by this Project/Service has been identified in the specifications by a brand name, and has not been notated as a “No Substitute” item, such identification is intended to be descriptive and not restrictive, and is to indicate the quality and characteristics of product or service that will be acceptable. Vendors offering an alternate product will be considered for award if such product is clearly identified in the proposal. The COUNTY shall make a determination whether the alternate fully meets the salient characteristic requirements listed in the specifications. An alternate product will not be considered for any item notated “No Substitute”.
- c. Unless the vendor clearly indicates in its bid or proposal that it is proposing an alternate product, the bid or proposal shall be considered as offering the same brand name referenced in the specifications. If the vendor proposes to furnish an alternate product or service, the brand name of the product or service to be furnished shall be clearly identified. A formal submittal for the alternate/shop drawings shall be submitted. The evaluation of the bid or proposal and the determination as to acceptability of the alternate product or service shall be the responsibility of the COUNTY and will be based upon information furnished by the vendor. The COUNTY will not be responsible for locating or securing any information which is not included in the bid or proposal. To ensure that sufficient information is available, the vendor shall furnish as part of the bid or proposal all descriptive material by providing the manufacturer specification sheets so the COUNTY can make an informed determination whether the product offered meets the salient characteristics required by the specifications. Failure to do so will require the use of the specified products.

23. PROJECT/SERVICE MATERIALS AND STORAGE

A. Unless otherwise specified within the contract documents, all materials to be used to complete the Project/Service, except where recycled content is specifically requested, shall be new, unused, of recent manufacture, and suitable for its intended purpose. All goods shall be assembled, fully serviced and ready for operation when delivered. In the event any of the materials supplied by the CONTRACTOR are found to be defective or do not conform to specifications: (1) the materials may be returned to the CONTRACTOR at the CONTRACTOR's expense and the contract cancelled or (2) the COUNTY may require the CONTRACTOR to replace the materials at the CONTRACTOR's expense.

B. Materials shall be placed to permit easy access for proper inspection and identification of each shipment. Any material which has deteriorated, become damaged, or is otherwise unfit for use, as determined by the COUNTY, shall not be used in the work, and shall be removed from the site by the CONTRACTOR at the CONTRACTOR's expense. Until incorporated into the work, materials shall be the sole responsibility of the CONTRACTOR and the CONTRACTOR shall not be paid for such materials until incorporated into the work. If any chemicals, materials or products containing toxic substances are to be used at any time, the CONTRACTOR shall furnish a Material Safety Data Sheet to the COUNTY prior to commencing such use.

C. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose.

D. All unusable materials and debris shall be removed from the premises at the end of each workday and disposed of in an appropriate manner.

24. MAINTENANCE OF TRAFFIC (MOT)

- a) In the event that any of the work is conducted within any public right of way the CONTRACTOR shall be responsible for proper Maintenance of Traffic (MOT). Unless otherwise specified, the standard specifications to be used for the work shall be the strictest and latest edition as promulgated by the Florida Department of Transportation (F.D.O.T) or the Federal Highway Administration (FHWA).
- b) Maintenance of traffic shall be the responsibility of the CONTRACTOR, is part of the CONTRACTOR's proposal price, and shall conform to F.D.O.T.'s most current editions of "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION," 2013 edition (or latest edition), or FDOT "ROADWAY AND TRAFFIC DESIGN STANDARDS," 2002 (or latest edition), or FDOT "MANUAL OF UNIFORM MINIMUM STANDARDS FOR DESIGN, CONSTRUCTION AND MAINTENANCE FOR STREETS AND HIGHWAYS," 2002 (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 F.D.O.T, Maps and Publications Department, 605 Suwannee Street, Tallahassee, Florida, 32399-0450, or by going to the F.D.O.T. website at: www.dot.state.fl.us/mapsandpublications.
- c) All costs associated with MOT must be included in the CONTRACTOR's proposal price. No separate line items for MOT will be included in the cost estimate. If the CONTRACTOR does not comply with the F.D.O.T. and the F.H.W.A (i.e. signs, qualified flaggers and/or barricades), the COUNTY reserves the right to direct the CONTRACTOR

to cease operation until deficiencies are corrected. In addition, no road closures shall be allowed except in the case of emergencies.

- d) If the CONTRACTOR feels that assistance from an off duty police officer is needed, it shall be the responsibility of the CONTRACTOR to hire and pay for this service.
- e) All lane closures shall have the prior approval of the COUNTY's Project Manager.
- f) The foregoing requirements are to be considered as minimum and the CONTRACTOR CONTRACTOR's compliance shall in no way relieve the CONTRACTOR of final responsibility for providing adequate traffic control devices for the protection of the public and CONTRACTOR's employees throughout the work area.
- g) The use of public roads and streets by the CONTRACTOR shall provide a minimal inconvenience to the public and traffic. Furthermore, if the 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.

25. 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 the 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 the CONTRACTOR shall be the responsibility of the CONTRACTOR. The proper utility company shall be contacted immediately to expedite the repairs, if damage has occurred. The COUNTY's Project Manager 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.

26. CLEAN UP/SURPLUS MATERIAL REMOVAL

The CONTRACTOR shall be responsible for the removal of all surplus material and debris from the Project/Service site at the end of each work day. All costs associated with clean-up and debris removal shall be included in the lump sum price stated elsewhere herein. The CONTRACTOR shall leave the site clean and neat. All work must be cleaned up prior to the next day of business. At no time shall the specified work interfere with the regular operating hours of Lake County. The CONTRACTOR must have ample cleaning supplies and a minimum of two (2) vacuum cleaners on-site for clean-up. At no time shall the CONTRACTOR use COUNTY cleaning supplies or equipment. Upon final completion, the CONTRACTOR shall thoroughly clean-up all areas where work has been involved as mutually agreed with the COUNTY'S Project Manager. **PLEASE NOTE: If at any time the CONTRACTOR fails to clean up the work area to acceptable levels the COUNTY shall retain outside cleaning services and the actual costs for this service shall be deducted from the CONTRACTOR's final payment with the minimum cost of \$50.00 to offset COUNTY time for securing services to properly clean and inspect the site.**

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

- a) All existing structures, utilities, services, roads, trees, shrubbery and property in which the COUNTY has an interest shall be protected against damage or interrupted services at all times by the CONTRACTOR during the term of this contract, and the CONTRACTOR shall be held responsible for repairing or replacing damaged property to the satisfaction of the COUNTY which is damaged by reason of the CONTRACTOR's operation on the property. The CONTRACTOR shall be responsible for all unauthorized cutting or damaging of trees and shrubs, including damage due to careless operation of equipment, stockpiling of materials or tracking of grass areas by equipment.
- b) The 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.
- c) All items damaged as a result of CONTRACTOR or subcontractor operations, such as but not limited to: sidewalks, irrigation, curbs, pipes, drains, water mains, pavement, mail boxes, turf, COUNTY sign, or other property owned by the COUNTY or private landowner, shall be either repaired or replaced by the CONTRACTOR, at their expense, in a manner prescribed by and at the sole satisfaction of the COUNTY.
- d) If in the course of completing work as part of this contract there is an accident that involves the public, the CONTRACTOR shall as soon as possible inform the COUNTY's Project Manager of the incident by telephone. The CONTRACTOR shall follow up in writing within two (2) business days of the incident. If Law Enforcement was involved and has written a report, the CONTRACTOR shall forward a copy of the report to the COUNTY's Project Manager.
- e) The CONTRACTOR shall be responsible for re-grading and re-sodding any areas that are disturbed by the CONTRACTOR during the course of the work being completed.

28. SANITATION

If the Project/Service does not involve interior work, the CONTRACTOR shall be required to provide and maintain adequate sanitary conveniences for the use of persons employed for the Project/Service. These conveniences shall be maintained at all times without nuisance, and their use shall be strictly enforced. The location of these conveniences shall be subject to the COUNTY'S Project Manager's approval. All such facilities shall be installed and maintained in accordance with applicable federal, state, and local laws.

29. INSPECTION AND RESPONSE

- a) The CONTRACTOR shall maintain all work in as-new condition until the final inspection is completed and the work accepted by the COUNTY's Project Manager.
- b) Inspections during the project or after completion of the project will be conducted by the COUNTY's Project Manager. The final inspection shall be conducted within five (5) business days of receipt of notification from the CONTRACTOR. The COUNTY's Project Manager will notify the CONTRACTOR, if necessary, of any deficiencies with the project.

The CONTRACTOR shall correct all deficiencies before final acceptance and payment is made.

- c) The CONTRACTOR shall notify the COUNTY's Project Manager when the deficiencies have been completed and corrected. If the deficiencies are not corrected when inspected, the CONTRACTOR shall be notified again in writing about any deficiencies. Once the repairs have been corrected by the CONTRACTOR, the COUNTY's Project Manager shall make another inspection.
- d) The following is a list of fees that can be assessed to the CONTRACTOR during the term of the contract. Along with the fees listed below the CONTRACTOR shall be responsible for any re-inspection fees assessed for failed permits by the inspecting authority. These fees are assessed to help offset the additional costs associated with COUNTY labor and vehicle usage required for unnecessary inspections or missed meetings. The fee(s) shall be deducted from the final invoice are:
 - Missing scheduled appointments \$ 70.00 each
 - Failure to respond to emergency calls \$250.00 per day
 - Late to emergency calls \$ 36.00 per hour
 - Inspected unacceptable workmanship \$ 80.00 each inspection
 - Failure to provide any and all required documentation or reports \$ 75.00 per day
 - Failure to pass all inspecting authority re-inspections (within 30 days of initial inspection) \$250.00 per day
- e) The eighty dollar (\$80.00) fee shown above is a re-inspection fee for uncorrected workmanship. The fee shall be applied to the third inspection and for any subsequent inspections.

30. ACCEPTANCE OF THE WORK AND FINAL PAYMENT

- a) The work delivered and services rendered under this Agreement shall remain the property of the CONTRACTOR and shall not be deemed complete until a physical inspection and actual usage of the product(s) and/or service(s) is (are) accepted by the COUNTY and shall be in compliance with the terms herein, fully in accord with the specifications and of the highest quality. Any goods and/or services purchased under this Agreement may be tested/inspected for compliance with the specifications listed.
- b) Final Inspection. When all materials have been furnished, all work has been performed, and the construction contemplated by the contract has been satisfactorily completed, the COUNTY shall make the final inspection. The final inspection shall be completed within five (5) business days of receipt of notification from the CONTRACTOR that the Project/Service is ready. The COUNTY shall notify the CONTRACTOR if necessary of any deficiencies with the Project/Service, and the CONTRACTOR shall correct all deficiencies before final acceptance and payment is made.

- c) Maintenance of Work. The CONTRACTOR shall maintain all work in as-new condition until the final inspection is completed and the work is accepted by the COUNTY. All insurance shall be maintained until final acceptance by the COUNTY.
- d) Final Acceptance. When the Project/Service or any portion thereof, as designated by the COUNTY, is ready for its intended use, the COUNTY and any other invited parties shall make an inspection of the Project/Service, to verify its completeness and develop a punch list of items needing completion or correction before final payment will be made. The CONTRACTOR shall have ten (10) calendar days to correct all deficiencies. An eighty dollar (\$80.00) re-inspection fee shall be applied for the third inspection and any required re-inspection thereafter. The COUNTY shall have the right to exclude the CONTRACTOR from those portions of the work designated as complete after the inspection; provided, however, that the CONTRACTOR will have reasonable access for the time allotted by the COUNTY to complete or correct items on the punch list. When the work provided for under this Agreement has been completely performed by the CONTRACTOR, and the final inspection has been made by the COUNTY, a final invoice will be prepared by the CONTRACTOR. The amount of this invoice, less any sums that may have been deducted or retained under the provisions of this Agreement, will be paid to the CONTRACTOR in accordance with Article 4 of this Agreement, and after the CONTRACTOR has agreed in writing to accept the balance due, as determined by the COUNTY, as full settlement of the account under the contract and of all claims in connection therewith. Occupancy by the COUNTY alone does not constitute final acceptance.
- e) The 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 the CONTRACTOR be discovered after the final payment has been made, to claim and recover from the 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 COUNTY's Project Manager

31. RENTAL EQUIPMENT/SUBCONTRACTORS

- a)
- b) In the event that the CONTRACTOR needs to hire a subcontractor to complete the work being assigned, prior approval from the Project Manager shall be required. The cost of the subcontractor shall be indicated on the estimate and the invoice. The Contractor shall be allowed to assess a percentage of up to fifteen (15) percent above the actual cost of the subcontractor. A copy of the subcontractors invoice to the CONTRACTOR shall accompany the invoice being submitted to the COUNTY.

32. METHOD OF PAYMENT

- a) Invoices shall contain the contract and/or purchase order number, date and location of delivery or service, confirmation of acceptance of the goods or services by the appropriate COUNTY representative, and a detailed description of the service provided. If parts/materials are used as part of the project/service, the invoice shall be accompanied with a copy of the invoice to the CONTRACTOR from their supplier or subcontractor. A

service ticket shall be included showing the name of the technician(s), the date the work was completed, the start/arrival and completion/departure time of the service, the service rendered, the parts/materials (if any) installed.

- b) Failure to submit invoices in the prescribed manner will delay payment, and the vendor may be considered in default of contract and its contract may be terminated.
- c) The CONTRACTOR shall include with the final invoice a completed CONTRACTOR'S FINAL PAYMENT AFFIDAVIT (provided at the end of this document). The invoice will not be processed without the form.
- d) If applicable to this contract, all work completed under the terms of this contract shall be paid as a unit price payment at the cost as established in the Pricing/Certifications/Signatures, Pricing Section and as discussed in Scope of Work.
- e) *Project/Service \$25,000 and Under: The COUNTY shall provide a lump sum payment when all Project/Service tasks are completed by the CONTRACTOR and approved by the COUNTY. In order for the COUNTY to provide payment, the CONTRACTOR shall submit a fully documented invoice that provides the basic information set forth herein. If requested, the COUNTY may allow progress payments, but is under no obligation to do so and the specifics of the progress payments shall be at the sole discretion of the COUNTY.*
- f) *Project/Service Greater than \$25,000: The Contractor may receive periodic payments on a thirty (30) day interval for Project/Service tasks completed during that period by the Contractor and approved by the County's Project Manager. Retention of funds shall be held in accordance with Florida Prompt Payment Act. In order for the County to provide payment, the Contractor shall submit a fully documented invoice that provides the basic information set forth below.*
- g)
- h) Failure to submit invoices and certification form in the prescribed manner will delay payment, and the CONTRACTOR may be considered in default of contract. Payments shall be tendered in accordance with the Florida Prompt Payment Act, Part VII, Chapter 218, Florida Statutes.
- i) The 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.

33. WARRANTY

- a) All warranties shall begin on the date of the COUNTY'S acceptance and shall last for a period of twelve (12) months unless otherwise specified in the scope of services, plans or specifications. The CONTRACTOR shall obtain and assign to the COUNTY all express warranties given to the CONTRACTOR or any subcontractors by any material suppliers, equipment or fixtures to be incorporated into the Project. The CONTRACTOR shall be responsible for registering all required materials with the manufacturer and shall provide documentation verifying that registration has been completed. The CONTRACTOR warrants to the COUNTY that any materials and equipment furnished under the Contract

Documents 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 Documents. The CONTRACTOR further warrants to the COUNTY that all materials and equipment furnished under the Contract Documents 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 Documents. Unless otherwise specified in the solicitation or the plans, if within twelve (1) months after final completion and acceptance, any work is found to be defective or not in conformance with the Contract Documents, the CONTRACTOR shall correct it promptly after receipt of written notice from the COUNTY. The 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) If sod is used as part of this project it shall be warranted to be free of noxious and invasive weeds, disease, and insects. If pests and/or noxious weeds manifest themselves within sixty (60) days of placement of the sod, the CONTRACTOR shall treat the affected areas. The process for treating these areas shall be approved by the COUNTY's Project Manager. If the sod does not meet any of the specifications within this document, the CONTRACTOR shall be responsible to replace it at no expense to the COUNTY. It shall be the responsibility of the CONTRACTOR to insure that the sod is sufficiently established as previously described within these specifications. If the sod dies or does not become established the CONTRACTOR shall be responsible for the replacement at no cost to the COUNTY.



CONTRACTOR'S FINAL PAYMENT

AFFIDAVIT

TO BE SUBMITTED WITH ALL FINAL PAYMENT APPLICATIONS

STATE OF FLORIDA - COUNTY OF LAKE

I, _____, the undersigned authority (hereafter "Affiant") says of his or her personal knowledge the following:

1. Affiant is the (Title) _____ of (Business Name)

_____ which does business in the State of Florida, hereinafter called the "Contractor."

2. The Contractor, pursuant to a contract, with the Lake County Board of County Commissioners, hereinafter referred to as the Owner, has furnished or caused to be furnished labor, material, and services for the construction of certain improvements to Real Property as more particularly set forth in said contract(s).

3. This Affidavit is executed by the Contractor for the purposes of obtaining a final payment from the Owner in the amount of \$ _____.

4. All work to be performed under the contract has been fully completed, and all contractors, subcontractors, and material suppliers under the contract have been paid in full without exception.

Signed and delivered this _____ day of _____, 20_____.

BY:

Name of Contractor's Business

Affiant

**Title of
Affiant**

3/4" USG STRUCTO-CRETE® BRAND STRUCTURAL PANELS



DESCRIPTION

A concrete subfloor that can be combined with other materials to create 1-, 2- and 3-hour fire-rated floor-ceiling assemblies.

A qualified architect or engineer should review and approve calculations, framing and fastener spacing for all projects.

- Strong, durable concrete panel with high diaphragm capacity for use in subfloor applications.
- Certified per UL and International Code Council (ICC) to meet ASTM E136 standard for noncombustibility and complies with IBC model codes.
- Dimensionally stable; panel will not swell or warp like wood sheathing in the presence of moisture or humidity.
- Installs like wood sheathing; circular saw for cutting, screws, or power-actuated fasteners (PAF) for fastening.
- No glue is required.

3/4" STRUCTO-CRETE® Brand Structural Panels are mechanically fastened to cold-formed steel joists, trusses, red iron, or wood framing members spaced up to 24 in (610 mm) on center (o.c.) to create a structural substrate for floors. A ceiling assembly is attached to the bottom of the floor joists, floor trusses, or other primary structural member to complete the construction of UL-rated floor-ceiling assemblies.

Panels can carry a total nominal load, live and dead, of 475 psf (22.7 kPa) when support framing is spaced 24 in (610 mm) o.c. Floor diaphragm design capacities up to 2,170 plf (31.6kNm) allow this panel to be used as a floor diaphragm in the structural design of the building.

Cuts with a standard framing, carbide-tipped saw blade and a circular saw equipped with dust collection or water spray suppression system to control airborne dust. Fasten using a screw gun and self-drilling, corrosion resistant fasteners. Refer to [3/4" USG STRUCTO-CRETE® Brand Structural Panels Recommended Fasteners \(SCP297586\)](#) for details. 3/4" STRUCTO-CRETE® Brand Structural Panels can be installed in most weather conditions, including mild precipitation (rain or snow), and temperatures from 0°F to 125°F (-18°C to 52°C) as no glue is required.

LIMITATIONS

- 3/4" STRUCTO-CRETE® Brand Structural Panels are not intended to be left in service exposed in an exterior location.
- The panels shall not be left in service without an appropriate finish such as ceramic tile, vinyl, wood, carpet, or other approved materials.
- Adhesive application of floor covering directly to the panel is not recommended as future removal may damage the panels. USG recommends installation of an underlayment under all adhered flooring coverings except carpet and pad.
- The panels can be supported by framing spaced up to 24 in (610 mm) o.c.

INSTALLATION

3/4" STRUCTO-CRETE® Brand Structural Panels shall be installed per manufacturer's recommendations using recommended fasteners, see [3/4" USG STRUCTO-CRETE® Brand Structural Panels Recommended Fasteners \(SCP297586\)](#). Reference [3/4" USG STRUCTO-CRETE® Brand Structural Panels Subfloor Specification \(SCP284778\)](#) and [USG Structural Panel Concrete Subfloor Field Installation Guidelines \(SCP14\)](#) for additional information. Improper installation will not allow the panels to perform with the structural capacities as outlined in the referenced third-party code reports listed in the table below. For a copy of the specification or third-party code reports, please see USG.com/structural or email usgstructural@usg.com. Panel layout should be designed to minimize cutting and ensure that all square cut ends and panel openings greater than 6" in any direction are supported by appropriate framing or blocking. Panels are to be butted tightly together; no gapping is required.

Appropriate safety procedures must be followed to protect installers from personal injuries resulting from improper lifting of materials, falling, and eye, hand, and lung irritation from dust. Refer to [OSHA Respirable Crystalline Silica Standard for Construction – Rule 29 CFR 1926.1153](#) and applicable federal, state, county, and local regulations for more information.

Care must be taken when placing pallets of 3/4" STRUCTO-CRETE® Brand Structural Panels on primary structural members. A pallet of 20 sheets of 3/4 in x 4 ft x 8 ft (19 mm x 1,220 mm x 2,440 mm) 3/4" STRUCTO-CRETE® Brand Structural Panels weighs approximately 3,400 lb (1,542 kg). Do not exceed floor structural limits when loading pallets or panels, or when placing on open structural members or completed floor assemblies. Where possible, store pallets of 3/4" STRUCTO-CRETE® Brand Structural Panels over load-bearing walls or next to structural walls where the joists meet the wall. See [USG Structural Panel Concrete Subfloor Field Installation Guidelines \(SCP14\)](#) for additional information. Leave pallets banded until panels are ready to be installed. Place full pallet of STRUCTO-CRETE® Brand Structural Panels or other heavy material on top of un-banded unit(s) to be left overnight or for extended period to minimize the potential for panel warp.

FRAMING

The support framing must be designed to meet the strength, deflection, and serviceability criteria specified per the applicable building codes or engineering stamped contract documents. For diaphragm values listed in the Progressive Engineering Inc. (PEI) Product Evaluation Report [PER-13067](#), metal framing systems must be a minimum 43 mil (18 gauge) and spaced no greater than 24 in (610 mm) o.c. For steel framing, the bearing flange required will vary depending on the framing specified but must be a minimum 1-5/8 in (41 mm) wide and at least 3/4 in (19 mm) of the 3/4" STRUCTO-CRETE® Brand Structural Panels must bear on the support framing.

Please note that diaphragm capacity is related to the fastener minimum distance from the panel edge and the material of the support framing. Flange width may need to be increased to accommodate the minimum fastener distance from the edge of the panel. Follow the contract documents and the steel framing manufacturer's recommendations for the proper installation and bracing of the framing.

FASTENERS

Refer to [3/4" USG STRUCTO-CRETE® Brand Structural Panels Recommended Fasteners \(SCP297586\)](#) for fastener recommendations specific to the support framing used when installing 3/4" STRUCTO-CRETE® Brand Structural Panels. The recommended fasteners have been reviewed and tested to meet minimum criteria to ensure they have adequate strength, pull-out, pull-through, and slip performance. The recommended fasteners also meet or exceed the 1,000 hours corrosion resistance requirement when tested in accordance with ASTM B117. High corrosion resistance is necessary due to the pH levels found in cementitious panels. When exposed to any moisture, including high humidity, this elevated pH may deteriorate a non-corrosion resistant fastener.

General Fastener Notes: In accordance with the PEI Product Evaluation Report [PER-13067](#) and ICC Product Evaluation Report [ESR-1792](#), the maximum screw pattern spacing is 8 in (203 mm) o.c. along the perimeter of the panels and 12 in (305 mm) o.c. in the field of the panels. Fastener schedule may vary based on design capacities. Do not use a larger screw spacing unless specified by the structural engineer.

TRAFFIC PROTECTION

Place min. 3/8 in (10 mm) plywood, or similar sheathing material on the floor in high traffic areas to protect newly installed 3/4" STRUCTO-CRETE® Brand Structural Panels. See [USG Structural Panel Concrete Subfloor Field Installation Guidelines \(SCP14\)](#) for additional information.

APPLICATION

3/4" STRUCTO-CRETE® Brand Structural Panels are cut to size with a circular saw equipped with a standard carbide-tipped framing blade and a dry dust collection device or a water spray suppression system that controls the amount of airborne dust. Wear safety glasses and a NIOSH-approved N95 dust mask when cutting. Dispose of collected dust in a safe manner and in compliance with local, state, and federal ordinances.

3/4" STRUCTO-CRETE® Brand Structural Panels are installed with the long edges, tongue and groove (T&G), fully engaged perpendicular to the primary framing, and the square ends butted tightly together. Apply the panel with the print markings facing up toward the installer. Fasten each panel after it has been placed following the fastening schedule listed in the contract documents. The use of adhesives in addition to the screw attachment is not recommended. Install panels in a running bond pattern so that end joints fall over the center of the support framing members and are staggered by at least two supports from where the end joints fall in the adjacent rows. T&G joints and square ends shall be free of debris and fitted tightly without any gapping. For all panels less than 24 in (610 mm) wide, all edges must be supported by blocking. See [USG Structural Panel Concrete Subfloor Field Installation Guidelines \(SCP14\)](#) for additional information. The size of the framing flange required will vary based on the specified thickness of the support framing and the fastener selected. Refer to [3/4" USG STRUCTO-CRETE® Brand Structural Panels Recommended Fasteners \(SCP297586\)](#) for recommended fasteners, fastener minimum edge distances and minimum support framing flange widths.

WEATHER EXPOSURE

Installed 3/4" STRUCTO-CRETE® Brand Structural Panels shall not be exposed to weather for more than 90 days. Care must be taken to avoid accumulation of snow and/or ice on installed panels. Brooms or leaf blowers should be used for snow removal whenever possible. Excessive shoveling or scraping may damage the installed panel surface.

In the event of significant accumulations of snow and/or ice, use indirect heat from temporary space heaters to melt the affected areas. To prevent damage to the 3/4" STRUCTO-CRETE® Brand Structural Panels, never expose the panels to direct flame for the purpose of snow removal and/or de-icing efforts. **Salts, fertilizers, or other chemicals are never to be used on the panels for anti-icing and/or de-icing purposes.**

SURFACE FINISH

Follow the contract documents, floor finish, and roofing system manufacturer's recommendations for the application of finished flooring and roofing systems. Note that most floor finishes will require an underlayment over 3/4" STRUCTO-CRETE® Brand Structural Panels. Before the application of any finishing materials, ensure that all panels are properly fastened, with the fastener head driven flush or slightly below the surface of the panels.

CEILING CONSTRUCTION

For fire- and sound-rated assemblies, the installed ceiling must comply with the UL-listed design and USG recommendations. Follow the contract documents and the ceiling manufacturer's instructions for the ceiling installations. USG Sheetrock® Brand Firecode® C Panels (UL Type C), USG Sheetrock® Brand EcoSmart Panels Firecode® (UL Type ULIX™) or a plaster ceiling should be applied to resilient channels that are fastened to the joists. A drywall or acoustical suspended ceiling system may also be used to enhance sound performance. For a complete list of UL designs visit [USGStructuralUL.com](https://www.usgstructural.com) or see the [USG Structural Panel Fire and Acoustic Manual \(SCP100\)](#).

PRODUCT DATA

Sizes and Packaging: 3/4 in x 4 ft x 8 ft (19 mm x 1,220 mm x 2,440 mm). 3/4" STRUCTO-CRETE® Brand Structural Panels are packaged in 20-piece pallets that each weigh approximately 3,400 lb (1,542 kg) and 14 pallets ship via each flat-bed truckload (12 pallets in Canada).

Product Codes:

Item Number	Product
102038	3/4" STRUCTO-CRETE® Brand Structural Panels T&G - 3/4 in x 4 ft x 8 ft (19 mm x 1,220 mm x 2,440 mm)
102039	3/4" STRUCTO-CRETE® Brand Structural Panels SQ - 3/4 in x 4 ft x 8 ft (19 mm x 1,220 mm x 2,440 mm)

Availability: 3/4" STRUCTO-CRETE® Brand Structural Panels are sold through any distributor that carries USG products. Email usgstructural@usg.com for technical questions, availability and dealers in your area, or search [USG Where to Buy](#) for availability near you.

Handling: 3/4" STRUCTO-CRETE® Brand Structural Panels weigh approximately 170 lb (77 kg) and are intended to be handled by two people. Each 20-piece pallet of 3/4 in x 4 ft x 8 ft (19 mm x 1,220 mm x 2,440 mm) 3/4" STRUCTO-CRETE® Brand Structural Panels weigh approximately 3,400 lb (1,542 kg). Do not exceed the destination's capacity when loading full pallets or loose panels on vehicles, trailers, or placing them in storage. Use forklifts which are adequate to carry the pallet load with a minimum rating of 5,000 lb (2,268 kg) and 96 in (2,440 mm) width. Leave a minimum 2 in (50.8 mm) gap between pallet and forklift backrest and always pick the load up from the **groove** side of the pallet to avoid damage to the **tongue** side of the panels.

Storage: 3/4" STRUCTO-CRETE® Brand Structural Panels shall be stored above ground in a dry, ventilated space in a horizontal position and uniformly supported. Stack pallets a maximum of 4 high with a minimum of 4 in (102 mm) clear space around the perimeter of the product on a flat, stable surface capable of supporting the weight of the material.

Jobsite: Pallets are to be stored flat on a stable surface capable of supporting the weight. Stock individual panels flat on risers a maximum 4 ft (1,220 mm) o.c. with end supports within 12 in (305 mm) of panel ends. Individual panels must never be stored in an upright position, on their edges leaning against a wall or other vertical support. Leave pallets banded until panels are ready to be installed. Place full pallet of STRUCTO-CRETE® Brand Structural Panels or other heavy material on top of un-banded unit(s) to be left overnight or for extended period to minimize the potential for panel warp.

Typical Construction Equipment Loads

Equipment	Capacity	Max Weight Allowed
Drywall Cart	10 – 5/8 in x 4 ft x 12 ft Gypsum panels	1,200 lb (544 kg)
	7 – 3/4 in x 4 ft x 8 ft 3/4" STRUCTO-CRETE® Brand Structural Panels	1,200 lb (544 kg)
Rolling Trash Cart		1,000 lb (453 kg)
Rolling Scaffold (Baker)		750 lb (340 kg)

3/4" STRUCTO-CRETE® Brand Structural Panels must be covered when stored in unprotected areas to avoid damage and panels freezing together from excessive moisture and freezing temperatures. If panels become frozen together within a unit, the unit needs to be brought to a temperature above 32°F (0°C) to allow the ice to melt naturally. Salt, fertilizer, other de-icing agents, or direct artificial heat should not be used at any time.

PRODUCT DATA CONT.

Maintenance: 3/4" STRUCTO-CRETE® Brand Structural Panels do not require any regular maintenance except to remove standing water and repair damage from abuse. Any cracked or broken panels should be replaced with sound 3/4" STRUCTO-CRETE® Brand Structural Panels that are secured following the fastening schedule prescribed in the original installation documents.

Repairs: Previously installed 3/4" STRUCTO-CRETE® Brand Structural Panels with T&G damage up to 10% of the edge length may be repaired using the recommendations located in [USG Structural Panel Concrete Subfloor Repair Manual \(SCP76\)](#). Panels with more significant damage must be replaced. The replacement panel(s) must be a minimum of 24 in (610 mm) wide and span a minimum of two supports or they must be fully blocked on all sides. Refer to [USG Structural Panel Concrete Subfloor Field Installation Guidelines \(SCP14\)](#) for additional information.

SYSTEM PERFORMANCE

TEST DATA

Physical and Mechanical Properties	Test Standard (Min. Values)	Test Values Standard (Metric)
Concentrated load	ASTM E661 (550 lb, 0.108 in)	804 lb (3.58 kN) static 0.066 in (1.7 mm) max. deflection @ 200 lb (0.89 kN)
Fastener lateral resistance ^a	ASTM D1761, Sec. 10.2 (dry >210 lbf, wet >160 lbf)	776 lbf (3.45 kN) dry 800 lbf (3.56 kN) wet
Density ^b	ASTM C1185 (75 lb/ft ³)	78.6 lb/ft ³ (1,258 kg/m ³)
Weight at 3/4" (19 mm) thickness	ASTM D1037	5.3 lb/ft ² (26 kg/m ²)
pH value	ASTM D1293	10.5
Linear variation with change in moisture (25% to 90% relative humidity)	ASTM C1185, Sec. 8 (<0.10%)	0.06%
Thickness swell	ASTM D1037, B (≤3.0%)	0.04%
Freeze / thaw resistance	ASTM C1185 (75%)	100% properties retention
Mold resistance	ASTM D3273 (10)	10
Water absorption ^c	ASTM C1185, Sec. 5.2.3.1 (<15%)	9.0%
Noncombustibility	ASTM E136 (unmodified) CAN/ULC-S114	Passed Passed
Surface-burning characteristics (flame spread/smoke developed)	ASTM E84 (0/0) CAN/ULC-S102 (0/0)	0/0 0/0
Long-term durability	ASTM C1185, Sec. 13 (75%)	100% properties retention
Water durability	ASTM C1185, Sec. 5 (70%)	83% properties retention
Termite resistance	AWPA Standard E1-13	9.8
Low VOC emissions	CDPH/EHLB/Standard Method V1.1-2010 ^d	Compliant

(A) Fastener lateral resistance measured with #8, 1-5/8 in (41 mm) Hi-Low screw.

(B) Density measured at equilibrium conditioning per Section 5.2.3.1., 28 days after manufacturing.

(C) Absorption measured from equilibrium conditioning followed by immersion in water for 48 hours.

(D) Reference Standard: California Department of Public Health CDPH/EHLB/Standard Method Version 1.1, 2010 (Emission testing method for CA Specification 01350).

CODE COMPLIANCE

Description	Reference
Code Reports	ICC ESR-1792 ; PEI PER-13067
City Code Approvals	Los Angeles: LARR # 25682
Ultimate Uniform Load (total DL and LL)	ICC ESR-1792 ; PEI PER-13067
Shear Diaphragm Ratings	1,468 plf (21.4 kNm) ^a
UL 1-, 1.5-, 2-Hour Fire Resistance Designs ^c	G535, G536, G556, G557, G602 (2- & 3-hr.), H501™ , H505, H510, H515, H521, H522, H524
ULC 1-, 1.5-, 2-Hour Fire Resistance Designs ^c	I526, I527, I528, I529, M520, M521
UL 2-, 3-Hour Load-Bearing Walls ^c	V465, V471
UL/ULC Metal and Plastic Through-Penetration Firestop Systems	F-E-1023, F-E-1032, F-E-2045
Acoustical Ratings	>65 IIC b >56 STC b

(A) Joists spaced 24 in (610 mm) o.c. and fasteners spaced 6 in (153 mm) o.c. at the perimeter and 12 in (305 mm) o.c. in field, blocked. See the PEI Product Evaluation Report [PER-13067](#).

(B) Carpet and pad over 3/4" STRUCTO-CRETE® Brand Structural Panels attached to cold-formed steel framing with a ceiling consisting of resilient channels spaced 12 in (305 mm) o.c., 3 1/2 in (89 mm) of fiberglass insulation in the joist cavity and a single layer of 5/8 in (16 mm) USG Sheetrock® Brand Firecode® C Gypsum Panel.

(C) For additional information and the most up-to-date UL/ULC designs, visit [USGStructuralUL.com](#).

LOAD TABLE

This table represents the ultimate uniform gravity load capacities for 3/4" STRUCTO-CRETE® Brand Structural Panels used for floors. For the most up-to-date floor system load tables, see the PEI Product Evaluation Report [PER-13067](#), the ICC Product Evaluation Report [ESR-1792](#) or for technical assistance, email usgstructural@usg.com.

Framing Spacing inches (mm)	Ultimate Uniform Load psf
12 in (3,045)	1,958 (93.7)
16 in (407)	1,171 (56.1)
19.2 in (488)	875 (41.9)
24 in (610)	475 (22.7)

1 in = 25.4mm, 1 psf = 47.88 Pa.

- (1) Ultimate load values shown have no safety factor included.
- (2) These loads represent the load carrying capacity of the panels spanning between a minimum of two framing spans per panel piece. The table does not consider the influence of joist deflection.
- (3) Values based on panel flexural strength and stiffness properties.
- (4) Blocking at all joints perpendicular to framing to be a minimum of 16 gauge (54 mils, or 0.0538 inch [1.37 mm]), 3-5/8 in (92 mm) wide track. For sheathing installation where a single span condition exists, additional track blocking is required perpendicular to the framing located mid-way between the edges of the panel.

A qualified architect or engineer should design, review, and approve all floor or roof system applications.

SUBMITTAL APPROVALS

Job Name	
Contractor	Date

MADE IN DELAVAN, WI, USA

PRODUCT INFORMATION

See usg.com for the most up-to-date product information.

DANGER

Causes skin irritation. Causes serious eye damage. May cause an allergic skin reaction. May cause respiratory irritation. May cause cancer by inhalation of respirable crystalline silica. Do not handle until all safety precautions have been read and understood. Avoid breathing dust. Use only in a well-ventilated area, wear a NIOSH/MSHA approved respirator. Wear protective gloves/protective clothing/eye protection. If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses and continue rinsing. Immediately call a poison center/doctor. If on skin: Wash with plenty of water. Take off contaminated clothing and wash before reuse. Contaminated work clothing should not be allowed out of the workplace. If skin irritation or rash occurs, or otherwise exposed or concerned: Get medical attention. Store locked up. Dispose of in accordance with local, state, and federal regulations. For more information call Product Safety: 800 507-8899 or see the SDS at usg.com.
KEEP OUT OF REACH OF CHILDREN.

TRADEMARKS

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NOTICE

We shall not be liable for incidental and consequential damages, directly or indirectly sustained, nor for any loss caused by application of these goods not in accordance with current printed instructions or for other than the intended use. Our liability is expressly limited to replacement of defective goods. Any claim shall be deemed waived unless made in writing to us within thirty (30) days from date it was or reasonably should have been discovered. For terms and conditions please see usg.com.

SAFETY FIRST!

Follow good safety/industrial hygiene practices during installation. Wear appropriate personal protection equipment. Read SDS and literature before specification and installation.

800 USG.4YOU
800 (874-4968)
usg.com/structocrete

Manufactured by
United States Gypsum Company
550 West Adams Street
Chicago, IL 60661

MSRP based upon full truckload delivered
to jobsite: STRUCTO-CRETE® panel \$5.10/sf

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LAKE COUNTY FLORIDA

CONTRACTOR'S FINAL PAYMENT AFFIDAVIT

TO BE SUBMITTED WITH ALL FINAL PAYMENT APPLICATIONS

STATE OF FLORIDA - COUNTY OF LAKE

Before me, the undersigned authority, personally appeared (Name of affiant) _____, who, after being first duly sworn, deposes and says of his or her personal knowledge the following:

1. Affiant is the (Title) _____ of (Business Name) _____ which does business in the State of Florida, hereinafter called the "Contractor."

2. The Contractor, pursuant to a contract, with the Lake County Board of County Commissioners, hereinafter referred to as the Owner, has furnished or caused to be furnished labor, material, and services for the construction of certain improvements to Real Property as more particularly set forth in said contract(s).

3. This Affidavit is executed by the Contractor accordance with section 713.06 of the Florida Statutes for the purposes of obtaining a final payment in the amount of: \$_____.

4. All work to be performed under the contract has been fully completed, and all lienors under the direct contract have been paid in full, except the following listed lienors

NAME OF LIENOR

AMOUNT DUE

Signed and delivered this _____ day of _____, 20_____.

BY:

Name of Contractor's Business

Contractor's Name

Title of Affiant

Sworn to and subscribed before me this _____ day of _____, _____ by _____ who is personally known to me or produced driver license(s) as identification.

My Commission Expires:

Print Name:

Notary Public:

Serial Number: