

## ADDENDUM NO. 2

**DATE:** 5/30/2024  
**PROJECT:** Old School Park - McCordsville

---

Addendum No. 2: Pages 1 - 2

**Drawings:**

- C001 TITLE SHEET
- L101 MATERIALS PLAN
- L201 LAYOUT PLAN
- L203 LAYOUT PLAN
- L401 PLANTING PLAN
- L410 PLANTING DETAILS
- L602 SITE DEATILS
- L603 SITE DETAILS

**Specification Sections:**

- 00010 INDEX
  - 00110a STANDARD FORM OF AGREEMENT (AIA DOCUMENT A101)
  - 00110b INSURANCE AND BONDS (AIA DOCUMENT A101)
  - 00200 BID FORM
  - 00400a GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION (AIA DOCUMENT A201)
- 

This Addendum consists of the following documents:

**General Notes:**

1. **RESPONSE TO BIDDER QUESTIONS**

**Scopes Definitions**

**Drawings**

1. **C001 TITLE SHEET:** Revised to include updated and added landscape plans.
2. **L101 MATERIAL PLAN:** A note has been added to reference the new sign detail.
3. **L201 LAYOUT PLAN:** A radius dimension has been added to the sign area.
4. **L203 LAYOUT PLAN:** Coordinate points have been added to the approximate sign corners. Verify Actual Dimensions in field.
5. **L401 PLANTING PLAN:** Signage plants have been updated.
6. **L410 PLANTING DEATAIL:** Plant quantities have been updated.
7. **L602 SITE DETAILS:** Detail 6 has been added for the signage relocation.
8. **L603 SITE DETAILS:** New sheet has been added to show preliminary footing design for the Shelter and Restroom building.

### Specifications

1. **00010 INDEX:** Section 00410 was removed from the index and the drawing and specification lists were updated.
2. **01100 SUMMARY OF WORK:** Contractor requirements for winter conditions were updated.
3. **00110a STANDARD FORM OF AGREEMENT (AIA DOCUMENT A101):** This section was revised by the town and added to the specifications.
4. **00110b INSURANCE AND BONDS (AIA DOCUMENT A101):** This section was revised by the town and added to the specifications.
5. **00200 BID FORM:** Contractor contingency requirements were added. Subcontractor list requirement was added. Bidder qualification statement was added.
6. **00400a GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION (AIA DOCUMENT A201):** This section was revised by the town and added to the specifications.

**End of Addendum No. 2**



**May 30, 2023**

RLTurner  
Brad Whitaker  
1000 West Oak St.  
Zionsville, IN 46077  
(delivered via email [bwhitaker@rlturner.com](mailto:bwhitaker@rlturner.com))

Re: Prj: Town of McCordsville Old School Park  
Add: 6030 W CR 750 N,  
McCordsville, IN 46055

Dear Mr. Whitaker:

Thank you for your comments of May 21, 2024. We appreciate the time and attention put into the review of this project.

Please see the comment responses below with respect to the review from your office.

1. I noticed the front end documents list the Index Division 0 Bidding and Contract Requirements, sections 00110, 00400, and 00410 are missing from the project manual. I am especially looking for retainage and insurance requirements for the job. Please provide.  
*Response: Sections 00110a, 00110b, and 00400a have been included in Addendum #2.*
2. I understand the Open Air Shelter and Pre-Fabricated Restroom Bldg is Owner Furnished but is that vendor also providing the foundations that spec section 01100 indicates and if not the contractor needs a preliminary foundation design for bases of bidding and installation.  
*Response: Base information for the Open Air Shelter was provided with Addendum #1. Please see previous response. This information has been incorporated into the landscape site details.*  
  
*Restroom building drawings have been included in Addendum #2. Please see L602 and L603.*
3. Spec section 321816 references a Base Bid and Alternate Bid Item however the Bid Form doesn't reflect an Alternate for this work. Is there are Alternate for protective play surfacing?  
*Response: Please see response in Addendum #1.*
4. Alternate #2 is an Add for expedited completion date. Is Alternate #2 for the entire



project or just to expedite the park work only?

*Response: Please see response in Addendum #1.*

5. Is the contractor to carry the cost for Builders Risk and if so, the contractor needs to know the Value of the Owner Furnished equipment?

*Response: Please see response in Addendum #1.*

6. Who is paying for material testing on the project, Owner or Contractor?

*Response: Contractor will be paying for the material testing.*

7. Alternate #2 is for an early start and early finish, however is the Owner Furnished Equipment delivery able to meet this Alternate completion date?

*Response: Please see response in Addendum #1.*

8. Is it expected to secure the park area with temporary fencing?

*Response: In addition to Addendum #1 response, there will be a 6 foot security fence.*

9. Does the Owner have a location to accept project spoils or excess topsoil that the contractor can utilize at no cost?

*Response: Please disregard response from Addendum #1. The owner has clarified that any spoils or excess topsoil will need to be hauled off the site.*

10. Drawing L101 indicates the Playground Equipment is Owner Furnished and Contractor Installed however spec section 116800 indicates the Owner Supplied Playground Equipment is being installed by the Owner's equipment supplier, please conform who is installing the Owner Furnished Playground Equipment?

*Response: Please see response in Addendum #1.*

11. Is all the PIP one color as the Materials Plan doesn't reflect different PIP colors being used?

*Response: Please see response in Addendum #1.*

12. Drawing L600 has three different "Contraction Joint" details, which are we using as each has a different labor price associated?

*Response: Please see response in Addendum #1.*

13. The existing school monument appears to be brick and limestone that is falling apart. Is it the intent to disassemble and reassemble the masonry to the relocated position? Does the masonry need to be laid on a concrete base? Details of this relocation are missing.

*Response: The monument will need to be disassembled and reassembled. This will be*





*in coordination with the landscape architect and Owner.*

14. When is the last day for bidder questions?

*Response: Please see response in Addendum #1.*

Thank you for your time and assistance with this review.

Please do not hesitate to reach out to us with any comments, concerns, or questions.

Best regards,

**Veridus Group, Inc.**

Gonzalo Castro Diaz, PE, DBIA

DIVISION 0 BIDDING AND CONTRACT REQUIREMENTS

<i>Section</i>	00010	Notice to Bidders
	00110a	Standard Form of Agreement (AIA Document Sample A10)
	00110b	Insurance & Bonding (AIA Document Sample A101)
	00120	Supplemental Instructions to Bidders
	00200	Bid Form
	00400	General Conditions
	00400b	General Conditions of the Contract for Construction (AIA Document Sample A201) Form 96

DIVISION 1 GENERAL REQUIREMENTS

<i>Section</i>	01100	Summary of Work
	01140	Work Restrictions
	01230	Alternates
	01290	Payment Procedures
	01420	References
	01700	Execution Requirements
	01770	Contract Closeout

DIVISION 31 & 32 SITE CONSTRUCTION

<i>Section</i>	033001	Site Cast-in-place Concrete
	116800	Playground Equipment
	311000	Site Demolition
	312000	Earth Moving
	312513	Erosion Control
	321123	Granular Base
	321216	Asphalt Paving
	321313	Concrete Paving
	321723	Paving Marking
	321816	Playground Protective Surfacing
	323113	Chain-Link Fencing and Gates
	323119	Ornamental Fencing and Gates
	323300	Site Furnishings
	329113	Topsoil Preparation
	329200	Turf and Grasses
	329300	Planting
	331100	Water Utility Distribution Piping
	333100	Sanitary Utility Sewer Piping
	334100	Storm Utility Drainage Piping
	334605	Playground Subdrainage

\*Addenda to follow with additional MEP specifications

DRAWINGS

Old School Park Drawings:

C001	Title Sheet
C100	Existing Topography

C110	Demolition Plan
C300	Grading Plan
C400	Utility Plan
C400.1	Utility Plan Alt2
C450	Utility Details
C500	Erosion Control Plan
C550	Erosion Control Details
C590	Storm Water Pollution Protection Plan Town of McCordsville Standards
L010	Tree Preservation Plan
L101	Materials Plan
L201	Layout Plan
L202	Jointing Plan
L203	Playground Layout Plan
L401	Planting Plan
L410	Planting Details
L430	Playground Surfacing
L600	Site Details
L601	Site Details
L602	Site Details
L603	Site Details
E000	Symbols and Abbrev.
E101	Site Electrical Plan
E501	Electrical Details
E601	Electrical Schedules

\*Addenda to follow with additional MEP drawings

Hanna Street Drainage Improvements Plans:

01	Title Sheet
02	General Notes Sheet
03	Overall Layout
04	Plan and Profile Sheet
05	Plan and Profile Sheet
06	Plan and Profile Sheet
07	Plan and Profile Sheet
08	Plan and Profile Sheet
09	Plan and Profile Sheet
10	Plan and Profile Sheet
11	Plan and Profile Sheet
12	McCordsville Town Standard Detail Sheet
13	McCordsville Town Standard Detail Sheet
14	McCordsville Town Standard Detail Sheet
15	McCordsville Town Standard Detail Sheet

Appendix A Town of McCordsville Topographic Survey

# DRAFT AIA® Document A101® - 2017

## Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

**AGREEMENT** made as of the day of in the year « »  
(In words, indicate day, month and year.)

**BETWEEN** the Owner:  
(Name, legal status, address and other information)

« »« »  
« »  
« »  
« »

and the Contractor:  
(Name, legal status, address and other information)

« »« »  
« »  
« »  
« »

for the following Project:  
(Name, location and detailed description)

« »  
« »  
« »

The Architect:  
(Name, legal status, address and other information)

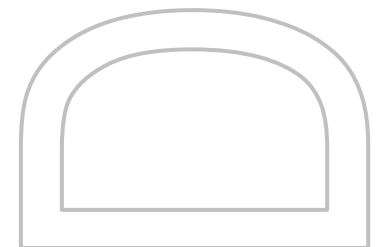
« »

The Owner and Contractor agree as follows.

**ADDITIONS AND DELETIONS:**  
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.



**ELECTRONIC COPYING** of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

## TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

### EXHIBIT A INSURANCE AND BONDS

#### ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

#### ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

#### ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:  
(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner, but only after Contractor supplies proof of meeting insurance requirements and being pre-qualified with the IN Public Works Certification Board (<https://www.in.gov/idoa/2486.htm>).
- Established as follows:  
(Insert a date or a means to determine the date of commencement of the Work.)
- 

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

#### § 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

[  ] Not later than  (  ) calendar days from the date of commencement of the Work.

[  ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
100%	

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, the Contract Sum shall be reduced as set forth in Section 4.5.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in the amount of funds approved by its board for the Contractor's performance of the Contract. The Contract Sum shall be  (\$  ), subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
Not applicable		

§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)

Item	Price

#### § 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Not applicable		

#### § 4.5 Reduction of Contract Sum:

(Insert terms and conditions for liquidated damages, if any.)

«Not applicable »

#### § 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

«The Contract Sum is guaranteed by the Contractor not to exceed \$ . This maximum sum is considered a guaranteed maximum price.

The Contractor agrees the Contract Sum shall be deemed full and complete compensation for all direct and indirect costs for each respective item of Work, including, without limitation, all materials, labor, supervision, equipment, transportation, warranties, repairs, replacement, overhead and profit for the item, complete and in place.

## ARTICLE 5 PAYMENTS

### § 5.1 Progress Payments

§ 5.1.1 Based upon Work completed, Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the «1st» day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the «30th» day of the month following its board's approval. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than «sixty» («60») days after the Architect receives the Application for Payment.

*(Federal, state or local laws may require payment within a certain period of time.)*

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect or Owner may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed according to Indiana law and as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

### § 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may according to Indiana law withhold the following amount, as retainage, from the payment otherwise due:

*(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)*

« Five percent (5%) of the dollar value of all Work satisfactorily completed until the Work is Substantially Completed. If upon Substantial Completion of the Work minor items remain uncompleted, an amount computed below shall be withheld until those items are completed. The Owner shall pay the Contractor within sixty-one (61) days after the date of Substantial Completion, subject to Ind. Code § 36-1-11 and 36-1-12. If within sixty-one (61) days after the date of Substantial Completion there remain uncompleted minor items, an amount equal to two hundred percent (200%) of the value of each item as determined by the Architect shall be withheld until the item is completed. Required warranties begin no later than the date of Substantial Completion.»

§ 5.1.7.1.1 The following items are not subject to retainage:

*(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)*

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

*(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)*

«There shall be no reduction of retainage prior to Substantial Completion. »

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

*(Insert any other conditions for release of retainage upon Substantial Completion.)*

«Not applicable »

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

## § 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment and approval by its board, or as follows:

If there are any remaining uncompleted Work items, an amount equal to 200% of the value of each item as determined by the Architect, shall be withheld until said items are completed.

## § 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

*(Insert rate of interest agreed upon, if any.)*

«0» % «zero percent »



**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker. *(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)*

« »  
« »  
« »  
« »

**§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows: *(Check the appropriate box.)*

« » Arbitration pursuant to Section 15.4 of AIA Document A201–2017

«X» Litigation in a court of competent jurisdiction located in the county in which Owner has its administrative office

« » Other *(Specify)*

« »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

**§ 7.1.1** If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows: *(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)*

«Not Applicable »

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

**§ 8.2** The Owner’s representative: *(Name, address, email address, and other information)*

« »  
« »  
« »  
« »  
« »  
« »

§ 8.3 The Contractor's representative:  
(Name, address, email address, and other information)

« »  
« »  
« »  
« »  
« »  
« »

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in Indiana law, AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in Indiana law, the Instructions to Bidders, AIA Document A201, Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

*(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)*

§ 8.7 Other provisions:

«Contractor acknowledges it has reviewed and agrees it will comply with and meet all requirements found in public works and contract statutes applicable to the Work and Project. Before doing any work on a public works project, Contractor represents and warrants it has applied, been approved, and is pre-qualified with the IN Public Works Certification Board as required under Ind. Code § 4-13.6-4-2.5 and is presently listed on <https://www.in.gov/idoa/2486.htm>

Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as other approvals, permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded. »

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction as edited
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:  
*(Insert the date of the E203-2013 incorporated into this Agreement.)*

«Not applicable »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

*(Check all boxes that apply and include appropriate information identifying the exhibit where required.)*

[  ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this Agreement.)*

[  ] The Sustainability Plan:

Title	Date	Pages

[  ] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents, if any, listed below:

*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor’s bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)*

«Bidding requirements such as advertisement or invitation to bid, Instruction to Bidders,  
 «Supplementary Instructions to Bidders, Plans and Specifications published with Instructions to  
 «Bidders, Addendums, sample forms, and the Contractor’s bid awarded by Owner. »

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
 OWNER (Signature)

« »« »

\_\_\_\_\_  
 (Printed name and title)

\_\_\_\_\_  
 CONTRACTOR (Signature)

« »« »

\_\_\_\_\_  
 (Printed name and title)

# DRAFT AIA® Document A101® – 2017

## Exhibit A

### *Insurance and Bonds*

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the « » day of « » in the year « »  
(In words, indicate day, month and year.)

for the following **PROJECT**:  
(Name and location or address)

« »  
« »

**THE OWNER:**  
(Name, legal status and address)

« »  
« »

**THE CONTRACTOR:**  
(Name, legal status and address)

« »  
« »

#### TABLE OF ARTICLES

- A.1 GENERAL
- A.2 OWNER'S INSURANCE
- A.3 CONTRACTOR'S INSURANCE AND BONDS
- A.4 SPECIAL TERMS AND CONDITIONS

#### ARTICLE A.1 GENERAL

The Contractor may purchase and maintain insurance, and provide bonds, as set forth in this Exhibit and as required under applicable laws. As used in this Exhibit, the term General Conditions refers to AIA Document A201™–2017, General Conditions of the Contract for Construction.

#### ARTICLE A.2 OWNER'S INSURANCE

##### § A.2.1 General

Prior to commencement of the Work, the Owner may secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the property insurance policy or policies required by Section A.2.3. The copy of the policy or policies provided may contain all applicable conditions, definitions, exclusions, and endorsements.

##### § A.2.2 Liability Insurance

The Owner may be responsible for purchasing and maintaining the Owner's usual, existing general liability insurance.

**ADDITIONS AND DELETIONS:**  
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Document A201®–2017, General Conditions of the Contract for Construction. Article 11 of A201®–2017 contains additional insurance provisions.

**ELECTRONIC COPYING** of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

**§ A.2.3 Required Property Insurance**

**§ A.2.3.1** Unless this obligation is placed on the Contractor pursuant to Section A.3.3.2.1, the Owner may purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner's property insurance coverage may be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance may be maintained until Substantial Completion and thereafter as provided in Section A.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance may include the interests of the Owner as insureds. This insurance may include the interests of mortgagees as loss payees. The insurance furnished by the Owner is not intended and will not cover personnel, tools, equipment, supplies, and materials of the Contractor. The Contractor may bear the entire risk of loss with respect to the personnel, tools, equipment, supplies, and materials whether rented or leased belonging to him. The Owner's insurance will cover products, materials, and equipment after being incorporated into the building or to be incorporated if present on Owner's property. The Contractor may make its own arrangements for any insurance it may require on the tools, equipment and materials of the Contractor.

**§ A.2.3.1.1 Causes of Loss.** The insurance required by this Section A.2.3.1 may provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance may also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:  
*(Indicate below the cause of loss and any applicable sub-limit.)*

Causes of Loss	Sub-Limit
N/A	

**§ A.2.3.1.2 Specific Required Coverages.** The insurance required by this Section A.2.3.1 may provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance may also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect's and Contractor's services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:  
*(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)*

Coverage	Sub-Limit
N/A	

**§ A.2.3.1.3** Unless the parties agree otherwise, upon Substantial Completion, the Owner may continue the insurance required by Section A.2.3.1 or, if necessary, replace the insurance policy required under Section A.2.3.1 with property insurance written for the total value of the Project that may remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

**§ A.2.3.1.4 Deductibles and Self-Insured Retentions.** If the insurance required by this Section A.2.3 is subject to deductibles or self-insured retentions, the Owner may be responsible for all loss not covered because of such deductibles or retentions. Notwithstanding the foregoing, if the cause of any loss payment under such insurance is the fault of the Contractor or third party, then the Contractor's and/or third party's insurance shall be primary and Owner's insurance will be secondary.

**§ A.2.3.2 Occupancy or Use Prior to Substantial Completion.** The Owner's occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion may not commence until the insurance company or companies providing the insurance under Section A.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor may take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

### § A.2.3.3 Insurance for Existing Structures

If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner may purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, “all-risks” property insurance, on a replacement cost basis, protecting the existing structure against direct physical loss or damage from the causes of loss identified in Section A.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

### § A.2.4 Optional Extended Property Insurance.

The Owner may purchase and maintain the insurance selected and described below.

*(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)*

- [  ] **§ A.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance**, to reimburse the Owner for loss of use of the Owner’s property, or the inability to conduct normal operations due to a covered cause of loss.
- 
- [  ] **§ A.2.4.2 Ordinance or Law Insurance**, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.
- 
- [  ] **§ A.2.4.3 Expediting Cost Insurance**, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.
- 
- [  ] **§ A.2.4.4 Extra Expense Insurance**, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.
- 
- [  ] **§ A.2.4.5 Civil Authority Insurance**, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.
- 
- [  ] **§ A.2.4.6 Ingress/Egress Insurance**, for loss due to the necessary interruption of the insured’s business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.
- 
- [  ] **§ A.2.4.7 Soft Costs Insurance**, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional

interest on loans, realty taxes, and insurance premiums over and above normal expenses.

<< >>

**§ A.2.5 Other Optional Insurance.**

The Owner may purchase and maintain the insurance selected below.

*(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)*

[  ] **§ A.2.5.1 Cyber Security Insurance** for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information. *(Indicate applicable limits of coverage or other conditions in the fill point below.)*

<< >>

[  ] **§ A.2.5.2 Other Insurance**  
*(List below any other insurance coverage to be provided by the Owner and any applicable limits.)*

Coverage	Limits

**ARTICLE A.3 CONTRACTOR'S INSURANCE AND BONDS**

**§ A.3.1 General**

**§ A.3.1.1 Certificates of Insurance.** The Contractor shall provide certificates of insurance acceptable to the Owner and governmental authorities evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor's Commercial General Liability and excess or umbrella liability policy or policies.

**§ A.3.1.2 Deductibles and Self-Insured Retentions.** The Contractor shall disclose to the Owner via a schedule of policy limits any deductible or self- insured retentions applicable to any insurance required to be provided by the Contractor.

**§ A.3.1.3 Additional Insured Obligations.** To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

**§ A.3.2 Contractor's Required Insurance Coverage**

**§ A.3.2.1** In addition to the insurance required in the Agreement, the Contractor shall purchase and maintain coverage required under applicable laws and the following types and limits of insurance from an insurance company or insurance companies rated A+ or A by AM Best Company and lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

*(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)*

**§ A.3.2.2 Commercial General Liability**

**§ A.3.2.2.1** Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than ~~two million dollars~~ (\$ ~~2,000,000~~) each occurrence, ~~five million dollars~~ (\$ ~~5,000,000~~) general aggregate, and ~~five million dollars~~ (\$ ~~5,000,000~~) aggregate for products-completed operations hazard, providing coverage for claims including

- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal injury and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

**§ A.3.2.2.2** The Contractor's Commercial General Liability policy under this Section A.3.2.2 may not contain an exclusion or restriction of coverage for the following:

- .1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
- .2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
- .3 Claims for bodily injury other than to employees of the insured.
- .4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
- .5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
- .6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
- .7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
- .8 Claims related to roofing, if the Work involves roofing.
- .9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
- .10 Claims related to earth subsidence or movement, where the Work involves such hazards.
- .11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.
- .12 Claim for either bodily injury or property damage arising out of or otherwise caused in whole or in part, by any fungus, mildew, or resulting allergens. If such exclusion exists and cannot be removed by endorsement, Contractor shall submit proof of coverage for mold claims under a Pollution Legal Liability or Contractor's Pollution Liability policy.

**§ A.3.2.3** Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than ~~two million dollars~~ (\$ ~~2,000,000~~) per person and ~~five million dollars~~ (\$ ~~5,000,000~~) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

**§ A.3.2.4** The Contractor may achieve the required limits and coverage for Commercial General Liability, Employer's Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, in the amount of five million dollars (\$5,000,000) provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.



§ A.3.2.5 Workers' Compensation and unemployment insurance at Indiana statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than «two million dollars» (\$ «2,000,000» ) each accident, «two million dollars» (\$ «2,000,000» ) each employee, and «five million dollars» (\$ «5,000,000» ) policy limit.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than «two million dollars» (\$ «2,000,000» ) per claim and «five million dollars» (\$ «5,000,000» ) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than «two million dollars» (\$ «2,000,000» ) per claim and «five million dollars» (\$ «5,000,000» ) in the aggregate.

§ A.3.2.10 Coverage under Sections A.3.2.8 and A.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than «two million dollars» (\$ «2,000,000» ) per claim and «five million dollars» (\$ «5,000,000» ) in the aggregate.

### § A.3.3 Contractor's Other Insurance Coverage

§ A.3.3.1 Insurance selected and described in this Section A.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

*(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)*

«Excess Liability – Umbrella of \$5,000,000 aggregate and each occurrence.»

§ A.3.3.2 The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.3.1.

*(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)*

[ « » ] § A.3.3.2.1 Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor may comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor may disclose to the Owner the amount of any deductible, and the Owner may be responsible for losses within the deductible. Upon request, the Contractor may provide the Owner with a copy of the property insurance policy or policies required. The Owner may adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:  
*(Where the Contractor's obligation to provide property insurance differs from the Owner's obligations as described under Section A.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)*

« »

[ « » ] § A.3.3.2.2 Railroad Protective Liability Insurance, with policy limits of not less than « » (\$ « » ) per

claim and « » (\$ « ») in the aggregate, for Work within fifty (50) feet of railroad property.

[ « » ] § A.3.3.2.3 **Asbestos Abatement Liability Insurance**, with policy limits of not less than « » (\$ « ») per claim and « » (\$ « ») in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.

[ « » ] § A.3.3.2.4 Insurance for physical damage to property while it is in storage and in transit to the construction site on an “all-risks” completed value form.

[ « » ] § A.3.3.2.5 Property insurance on an “all-risks” completed value form, covering property owned by the Contractor and used on the Project, including scaffolding and other equipment.

[ « » ] § A.3.3.2.6 **Other Insurance**  
(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage	Limits
----------	--------

**§ A.3.4 Performance Bond and Payment Bond**

The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, according to applicable laws and as follows:  
(Specify type and penal sum of bonds.)

Type	Sum
Payment Bond	100% of Contract Sum and as required under Ind. Code § 36-1-12-13.1
Performance Bond	100% of Contract Sum and as required under Ind. Code § 36-1-12-14

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

**ARTICLE A.4 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

«Contractor shall obtain and maintain the payment and performance bonds in compliance with Ind. Code 36-1-12»

To: The Town of McCordsville  
McCordsville Town Hall  
6280 W 800 N  
McCordsville, IN 46055

From (Bidder): \_\_\_\_\_

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

Telephone No.: \_\_\_\_\_

Date of Bid Preparation: \_\_\_\_\_, 2024.

The undersigned, having become familiar with all conditions of the project site, and having examined and become fully cognizant of the Project Manual and all associated Drawings and Addenda, hereby agrees to furnish all labor, materials, equipment, fixtures and incidentals required for the construction of the Project in conformance with the intent of the Construction Documents. Pursuant to these requirements, the undersigned submits the following Bid, which include all applicable taxes, overhead and profit:

**BASE BID**

Site improvements for Old School Park and associated drainage improvements for Hanna Street, as reflected in Plans and Specifications. Construction timeline for Base Bid shall conform with Specification Section '01100 Summary of Work'. Contractor shall carry a minimum 5% Construction Contingency. Note that an alternative timeline is reflected below as an Alternate Bid consideration. Price shall be lump sum.

\_\_\_\_\_ Dollars (\$\_\_\_\_\_.\_\_\_\_\_)  
(written)

**ALTERNATE BID #1**, Utility Plan alternate C400.1, as reflected within respective Plan Legends and Notes. Price shall be lump sum.

\_\_\_\_\_ Dollars (\$\_\_\_\_\_.\_\_\_\_\_)  
(written)

**ALTERNATE BID #2**, Differential cost to expedite the Base Bid schedule to achieve a December 31, 2024 substantial completion, as described Specification Section '01100 Summary of Work'. Price shall be lump sum.

\_\_\_\_\_ Dollars (\$\_\_\_\_\_.\_\_\_\_\_)  
(written)

Bidders shall attach to this Bid Form the following documents:

- A fully executed Form 96, including the Non-Collusion Affidavit
- Appropriate Bid Security, as described in the Notice to Bidders

## UNIT PRICING

*To the extent budget permits, the Owner anticipates adding miscellaneous scope via Unit Prices listed below. Include price per unit of measurement for materials or services potentially adjusted in the Contract Sum by appropriate modification. Unit prices shall include all necessary material, plus cost for delivery, installation, insurance, overhead, and profit.*

- A. Unit Price A – Provide and install **Concrete Sidewalk** at 6” thickness. Recompact existing stone aggregate. Assume areas affected will be in zones 500 square foot or greater in scope enhancement.

\_\_\_\_\_ per square foot

- B. Unit Price B – Provide and install **Integral Concrete Sidewalk & Curb** at 6” pavement thickness and 12” turn-down curb depth. Recompact existing stone aggregate. Assume areas affected will be in zones 500 square foot or greater in scope enhancement.

\_\_\_\_\_ per square foot

- C. Unit Price C – Provide and install **Concrete Post Curb** to 18” depth. Assume areas affected will be in zones 50 linear foot or greater in scope enhancement.

\_\_\_\_\_ per linear foot

### Time of Completion:

Presuming a Notice to Proceed is issued no later than June 14, 2024, the undersigned affirms that all work of this Contract shall be complete in conformance with Specification Section '01100 Summary of Work' timelines.

### Addenda:

Receipt of Addenda issued to the Drawings and Project Manual is hereby acknowledged:

Addenda Nos.: \_\_\_\_\_

### Supervisory Assignments:

Please indicate below the names of individual(s) responsible for Project Supervision:

\_\_\_\_\_

### Individuals and Sole Proprietors complete below:

IN TESTIMONY WHEREOF, the Bidder (an Individual) has hereunto set his hand this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Signature of the Individual Bidder: \_\_\_\_\_

Firms and Partnerships complete below:

IN TESTIMONY WHEREOF, the Bidder (a firm or partnership) has hereunto set their hands this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Name of firm or partnership: \_\_\_\_\_

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

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

Subscribed and Sworn to before me by  
this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

My commission expires: \_\_\_\_\_

Corporations complete below:

IN TESTIMONY WHEREOF, the Bidder (a Corporation) has caused this proposal to be signed by its President and Secretary, and affixed its Corporate Seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Name of corporation: \_\_\_\_\_

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

END OF SECTION 00200

# DRAFT AIA® Document A201® - 2017

## General Conditions of the Contract for Construction

for the following PROJECT:

(Name and location or address)

<< >>  
<< >>

THE OWNER:

(Name, legal status and address)

<< >>< >>  
<< >>

THE CONTRACTOR:

(Name, legal status and address)

<<

### TABLE OF ARTICLES

- 1 GENERAL PROVISIONS
- 2 OWNER
- 3 CONTRACTOR
- 4 ARCHITECT
- 5 SUBCONTRACTORS
- 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS
- 7 CHANGES IN THE WORK
- 8 TIME
- 9 PAYMENTS AND COMPLETION
- 10 PROTECTION OF PERSONS AND PROPERTY
- 11 INSURANCE AND BONDS
- 12 UNCOVERING AND CORRECTION OF WORK
- 13 MISCELLANEOUS PROVISIONS
- 14 TERMINATION OR SUSPENSION OF THE CONTRACT
- 15 CLAIMS AND DISPUTES

**ADDITIONS AND DELETIONS:**  
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

For guidance in modifying this document to include supplementary conditions, see AIA Document A503™, Guide for Supplementary Conditions.

**ELECTRONIC COPYING** of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

## INDEX

(Topics and numbers in bold are Section headings.)

### **Acceptance of Nonconforming Work**

9.6.6, 9.9.3, **12.3**

Acceptance of Work

9.6.6, 9.8.2, 9.9.3, 9.10.1, 9.10.3, 12.3

### **Access to Work**

**3.16**, 6.2.1, 12.1

Accident Prevention

10

Acts and Omissions

3.2, 3.3.2, 3.12.8, 3.18, 4.2.3, 8.3.1, 9.5.1, 10.2.5,

10.2.8, 13.3.2, 14.1, 15.1.2, 15.2

Addenda

1.1.1

Additional Costs, Claims for

3.7.4, 3.7.5, 10.3.2, 15.1.5

### **Additional Inspections and Testing**

9.4.2, 9.8.3, 12.2.1, **13.4**

### **Additional Time, Claims for**

3.2.4, 3.7.4, 3.7.5, 3.10.2, 8.3.2, **15.1.6**

### **Administration of the Contract**

3.1.3, **4.2**, 9.4, 9.5

Advertisement or Invitation to Bid

1.1.1

Aesthetic Effect

4.2.13

### **Allowances**

**3.8**

### **Applications for Payment**

4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5.1, 9.5.4, 9.6.3, 9.7, 9.10

Approvals

2.1.1, 2.3.1, 2.5, 3.1.3, 3.10.2, 3.12.8, 3.12.9,

3.12.10.1, 4.2.7, 9.3.2, 13.4.1

### **Arbitration**

8.3.1, 15.3.2, **15.4**

## **ARCHITECT**

**4**

**Architect**, Definition of

**4.1.1**

Architect, Extent of Authority

2.5, 3.12.7, 4.1.2, 4.2, 5.2, 6.3, 7.1.2, 7.3.4, 7.4, 9.2,

9.3.1, 9.4, 9.5, 9.6.3, 9.8, 9.10.1, 9.10.3, 12.1, 12.2.1,

13.4.1, 13.4.2, 14.2.2, 14.2.4, 15.1.4, 15.2.1

Architect, Limitations of Authority and

Responsibility

2.1.1, 3.12.4, 3.12.8, 3.12.10, 4.1.2, 4.2.1, 4.2.2,

4.2.3, 4.2.6, 4.2.7, 4.2.10, 4.2.12, 4.2.13, 5.2.1, 7.4,

9.4.2, 9.5.4, 9.6.4, 15.1.4, 15.2

Architect's Additional Services and Expenses

2.5, 12.2.1, 13.4.2, 13.4.3, 14.2.4

Architect's Administration of the Contract

3.1.3, 3.7.4, 15.2, 9.4.1, 9.5

Architect's Approvals

2.5, 3.1.3, 3.5, 3.10.2, 4.2.7

Architect's Authority to Reject Work

3.5, 4.2.6, 12.1.2, 12.2.1

Architect's Copyright

1.1.7, 1.5

Architect's Decisions

3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 4.2.14, 6.3,

7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4.1, 9.5, 9.8.4, 9.9.1,

13.4.2, 15.2

Architect's Inspections

3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 13.4

Architect's Instructions

3.2.4, 3.3.1, 4.2.6, 4.2.7, 13.4.2

Architect's Interpretations

4.2.11, 4.2.12

Architect's Project Representative

4.2.10

Architect's Relationship with Contractor

1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2,

3.5, 3.7.4, 3.7.5, 3.9.2, 3.9.3, 3.10, 3.11, 3.12, 3.16,

3.18, 4.1.2, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5,

9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.3.2, 13.4, 15.2

Architect's Relationship with Subcontractors

1.1.2, 4.2.3, 4.2.4, 4.2.6, 9.6.3, 9.6.4, 11.3

Architect's Representations

9.4.2, 9.5.1, 9.10.1

Architect's Site Visits

3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4

Asbestos

10.3.1

Attorneys' Fees

3.18.1, 9.6.8, 9.10.2, 10.3.3

Award of Separate Contracts

6.1.1, 6.1.2

### **Award of Subcontracts and Other Contracts for Portions of the Work**

**5.2**

## **Basic Definitions**

**1.1**

Bidding Requirements

1.1.1

Binding Dispute Resolution

8.3.1, 9.7, 11.5, 13.1, 15.1.2, 15.1.3, 15.2.1, 15.2.5,

15.2.6.1, 15.3.1, 15.3.2, 15.3.3, 15.4.1

Bonds, Lien

7.3.4.4, 9.6.8, 9.10.2, 9.10.3

### **Bonds, Performance, and Payment**

7.3.4.4, 9.6.7, 9.10.3, **11.1.2**, 11.1.3, **11.5**

## **Building Information Models Use and Reliance**

**1.8**

Building Permit

3.7.1

## **Capitalization**

**1.3**

Certificate of Substantial Completion

9.8.3, 9.8.4, 9.8.5

### **Certificates for Payment**

4.2.1, 4.2.5, 4.2.9, 9.3.3, **9.4**, 9.5, 9.6.1, 9.6.6, 9.7,

9.10.1, 9.10.3, 14.1.1.3, 14.2.4, 15.1.4

Certificates of Inspection, Testing or Approval  
13.4.4  
Certificates of Insurance  
9.10.2  
**Change Orders**  
1.1.1, 3.4.2, 3.7.4, 3.8.2.3, 3.11, 3.12.8, 4.2.8, 5.2.3,  
7.1.2, 7.1.3, **7.2**, 7.3.2, 7.3.7, 7.3.9, 7.3.10, 8.3.1,  
9.3.1.1, 9.10.3, 10.3.2, 11.2, 11.5, 12.1.2  
**Change Orders**, Definition of  
**7.2.1**  
**CHANGES IN THE WORK**  
2.2.2, 3.11, 4.2.8, **7**, 7.2.1, 7.3.1, 7.4, 8.3.1, 9.3.1.1,  
11.5  
**Claims**, Definition of  
**15.1.1**  
Claims, Notice of  
1.6.2, 15.1.3  
**CLAIMS AND DISPUTES**  
3.2.4, 6.1.1, 6.3, 7.3.9, 9.3.3, 9.10.4, 10.3.3, **15**, 15.4  
Claims and Timely Assertion of Claims  
15.4.1  
**Claims for Additional Cost**  
3.2.4, 3.3.1, 3.7.4, 7.3.9, 9.5.2, 10.2.5, 10.3.2, **15.1.5**  
**Claims for Additional Time**  
3.2.4, 3.3.1, 3.7.4, 6.1.1, 8.3.2, 9.5.2, 10.3.2, **15.1.6**  
**Concealed or Unknown Conditions, Claims for**  
**3.7.4**  
Claims for Damages  
3.2.4, 3.18, 8.3.3, 9.5.1, 9.6.7, 10.2.5, 10.3.3, 11.3,  
11.3.2, 14.2.4, 15.1.7  
Claims Subject to Arbitration  
15.4.1  
**Cleaning Up**  
**3.15**, 6.3  
Commencement of the Work, Conditions Relating to  
2.2.1, 3.2.2, 3.4.1, 3.7.1, 3.10.1, 3.12.6, 5.2.1, 5.2.3,  
6.2.2, 8.1.2, 8.2.2, 8.3.1, 11.1, 11.2, **15.1.5**  
**Commencement of the Work**, Definition of  
**8.1.2**  
**Communications**  
3.9.1, **4.2.4**  
Completion, Conditions Relating to  
3.4.1, 3.11, 3.15, 4.2.2, 4.2.9, 8.2, 9.4.2, 9.8, 9.9.1,  
9.10, 12.2, 14.1.2, 15.1.2  
**COMPLETION, PAYMENTS AND**  
**9**  
Completion, Substantial  
3.10.1, 4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1,  
9.10.3, 12.2, 15.1.2  
Compliance with Laws  
2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 10.2.2,  
13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14.1.1, 14.2.1.3,  
15.2.8, 15.4.2, 15.4.3  
Concealed or Unknown Conditions  
3.7.4, 4.2.8, 8.3.1, 10.3  
Conditions of the Contract  
1.1.1, 6.1.1, 6.1.4

Consent, Written  
3.4.2, 3.14.2, 4.1.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3, 13.2,  
15.4.4.2  
**Consolidation or Joinder**  
**15.4.4**  
**CONSTRUCTION BY OWNER OR BY**  
**SEPARATE CONTRACTORS**  
1.1.4, **6**  
**Construction Change Directive**, Definition of  
**7.3.1**  
**Construction Change Directives**  
1.1.1, 3.4.2, 3.11, 3.12.8, 4.2.8, 7.1.1, 7.1.2, 7.1.3,  
**7.3**, 9.3.1.1  
Construction Schedules, Contractor's  
3.10, 3.11, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2  
**Contingent Assignment of Subcontracts**  
**5.4**, 14.2.2.2  
**Continuing Contract Performance**  
**15.1.4**  
**Contract**, Definition of  
**1.1.2**  
**CONTRACT, TERMINATION OR**  
**SUSPENSION OF THE**  
5.4.1.1, 5.4.2, 11.5, **14**  
Contract Administration  
3.1.3, 4, 9.4, 9.5  
Contract Award and Execution, Conditions Relating  
to  
3.7.1, 3.10, 5.2, 6.1  
Contract Documents, Copies Furnished and Use of  
1.5.2, 2.3.6, 5.3  
**Contract Documents**, Definition of  
**1.1.1**  
**Contract Sum**  
2.2.2, 2.2.4, 3.7.4, 3.7.5, 3.8, 3.10.2, 5.2.3, 7.3, 7.4,  
**9.1**, 9.2, 9.4.2, 9.5.1.4, 9.6.7, 9.7, 10.3.2, 11.5, 12.1.2,  
12.3, 14.2.4, 14.3.2, 15.1.4.2, **15.1.5**, **15.2.5**  
**Contract Sum**, Definition of  
**9.1**  
Contract Time  
1.1.4, 2.2.1, 2.2.2, 3.7.4, 3.7.5, 3.10.2, 5.2.3, 6.1.5,  
7.2.1.3, 7.3.1, 7.3.5, 7.3.6, 7, 7, 7.3.10, 7.4, 8.1.1,  
8.2.1, 8.2.3, 8.3.1, 9.5.1, 9.7, 10.3.2, 12.1.1, 12.1.2,  
14.3.2, 15.1.4.2, 15.1.6.1, 15.2.5  
**Contract Time**, Definition of  
8.1.1  
**CONTRACTOR**  
**3**  
Contractor, Definition of  
**3.1**, **6.1.2**  
**Contractor's Construction and Submittal**  
**Schedules**  
**3.10**, 3.12.1, 3.12.2, 4.2.3, 6.1.3, 15.1.6.2  
Contractor's Employees  
2.2.4, 3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6,  
10.2, 10.3, 11.3, 14.1, 14.2.1.1  
**Contractor's Liability Insurance**  
**11.1**



Contractor's Relationship with Separate Contractors and Owner's Forces  
3.12.5, 3.14.2, 4.2.4, 6, 11.3, 12.2.4  
Contractor's Relationship with Subcontractors  
1.2.2, 2.2.4, 3.3.2, 3.18.1, 3.18.2, 4.2.4, 5, 9.6.2, 9.6.7, 9.10.2, 11.2, 11.3, 11.4  
Contractor's Relationship with the Architect  
1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2, 3.5.1, 3.7.4, 3.10, 3.11, 3.12, 3.16, 3.18, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.4, 15.1.3, 15.2.1  
Contractor's Representations  
3.2.1, 3.2.2, 3.5, 3.12.6, 6.2.2, 8.2.1, 9.3.3, 9.8.2  
Contractor's Responsibility for Those Performing the Work  
3.3.2, 3.18, 5.3, 6.1.3, 6.2, 9.5.1, 10.2.8  
Contractor's Review of Contract Documents  
3.2  
Contractor's Right to Stop the Work  
2.2.2, 9.7  
Contractor's Right to Terminate the Contract  
14.1  
Contractor's Submittals  
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 9.2, 9.3, 9.8.2, 9.8.3, 9.9.1, 9.10.2, 9.10.3  
Contractor's Superintendent  
3.9, 10.2.6  
Contractor's Supervision and Construction Procedures  
1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.4, 7.3.6, 8.2, 10, 12, 14, 15.1.4  
Coordination and Correlation  
1.2, 3.2.1, 3.3.1, 3.10, 3.12.6, 6.1.3, 6.2.1  
Copies Furnished of Drawings and Specifications  
1.5, 2.3.6, 3.11  
Copyrights  
1.5, **3.17**  
Correction of Work  
2.5, 3.7.3, 9.4.2, 9.8.2, 9.8.3, 9.9.1, 12.1.2, **12.2**, 12.3, 15.1.3.1, 15.1.3.2, 15.2.1  
**Correlation and Intent of the Contract Documents**  
**1.2**  
**Cost**, Definition of  
**7.3.4**  
Costs  
2.5, 3.2.4, 3.7.3, 3.8.2, 3.15.2, 5.4.2, 6.1.1, 6.2.3, 7.3.3.3, 7.3.4, 7.3.8, 7.3.9, 9.10.2, 10.3.2, 10.3.6, 11.2, 12.1.2, 12.2.1, 12.2.4, 13.4, 14  
**Cutting and Patching**  
**3.14**, 6.2.5  
Damage to Construction of Owner or Separate Contractors  
3.14.2, 6.2.4, 10.2.1.2, 10.2.5, 10.4, 12.2.4  
Damage to the Work  
3.14.2, 9.9.1, 10.2.1.2, 10.2.5, 10.4, 12.2.4  
Damages, Claims for  
3.2.4, 3.18, 6.1.1, 8.3.3, 9.5.1, 9.6.7, 10.3.3, 11.3.2, 11.3, 14.2.4, 15.1.7

Damages for Delay  
6.2.3, 8.3.3, 9.5.1.6, 9.7, 10.3.2, 14.3.2  
**Date of Commencement of the Work**, Definition of  
**8.1.2**  
**Date of Substantial Completion**, Definition of  
**8.1.3**  
**Day**, Definition of  
**8.1.4**  
Decisions of the Architect  
3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 6.3, 7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4, 9.5.1, 9.8.4, 9.9.1, 13.4.2, 14.2.2, 14.2.4, 15.1, 15.2  
**Decisions to Withhold Certification**  
9.4.1, **9.5**, 9.7, 14.1.1.3  
Defective or Nonconforming Work, Acceptance, Rejection and Correction of  
2.5, 3.5, 4.2.6, 6.2.3, 9.5.1, 9.5.3, 9.6.6, 9.8.2, 9.9.3, 9.10.4, 12.2.1  
Definitions  
1.1, 2.1.1, 3.1.1, 3.5, 3.12.1, 3.12.2, 3.12.3, 4.1.1, 5.1, 6.1.2, 7.2.1, 7.3.1, 8.1, 9.1, 9.8.1, 15.1.1  
**Delays and Extensions of Time**  
**3.2**, **3.7.4**, 5.2.3, 7.2.1, 7.3.1, **7.4**, **8.3**, 9.5.1, **9.7**, 10.3.2, **10.4**, 14.3.2, **15.1.6**, 15.2.5  
**Digital Data Use and Transmission**  
**1.7**  
Disputes  
6.3, 7.3.9, 15.1, 15.2  
**Documents and Samples at the Site**  
**3.11**  
**Drawings**, Definition of  
**1.1.5**  
Drawings and Specifications, Use and Ownership of  
3.11  
Effective Date of Insurance  
8.2.2  
**Emergencies**  
**10.4**, 14.1.1.2, **15.1.5**  
Employees, Contractor's  
3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3.3, 11.3, 14.1, 14.2.1.1  
Equipment, Labor, or Materials  
1.1.3, 1.1.6, 3.4, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1, 4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2  
Execution and Progress of the Work  
1.1.3, 1.2.1, 1.2.2, 2.3.4, 2.3.6, 3.1, 3.3.1, 3.4.1, 3.7.1, 3.10.1, 3.12, 3.14, 4.2, 6.2.2, 7.1.3, 7.3.6, 8.2, 9.5.1, 9.9.1, 10.2, 10.3, 12.1, 12.2, 14.2, 14.3.1, 15.1.4  
Extensions of Time  
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3, 7.4, 9.5.1, 9.7, 10.3.2, 10.4, 14.3, 15.1.6, **15.2.5**  
**Failure of Payment**  
9.5.1.3, **9.7**, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2  
Faulty Work  
(See Defective or Nonconforming Work)  
**Final Completion and Final Payment**  
4.2.1, 4.2.9, 9.8.2, **9.10**, 12.3, 14.2.4, 14.4.3

Financial Arrangements, Owner's

2.2.1, 13.2.2, 14.1.1.4

## **GENERAL PROVISIONS**

### **1**

#### **Governing Law**

##### **13.1**

Guarantees (See Warranty)

#### **Hazardous Materials and Substances**

10.2.4, **10.3**

Identification of Subcontractors and Suppliers

5.2.1

#### **Indemnification**

3.17, **3.18**, 9.6.8, 9.10.2, 10.3.3, 11.3

#### **Information and Services Required of the Owner**

2.1.2, **2.2**, 2.3, 3.2.2, 3.12.10.1, 6.1.3, 6.1.4, 6.2.5,

9.6.1, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1, 13.4.2,

14.1.1.4, 14.1.4, 15.1.4

#### **Initial Decision**

##### **15.2**

#### **Initial Decision Maker, Definition of**

1.1.8

Initial Decision Maker, Decisions

14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5

Initial Decision Maker, Extent of Authority

14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5

#### **Injury or Damage to Person or Property**

**10.2.8**, 10.4

Inspections

3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3,

9.9.2, 9.10.1, 12.2.1, 13.4

Instructions to Bidders

1.1.1

Instructions to the Contractor

3.2.4, 3.3.1, 3.8.1, 5.2.1, 7, 8.2.2, 12, 13.4.2

#### **Instruments of Service, Definition of**

##### **1.1.7**

Insurance

6.1.1, 7.3.4, 8.2.2, 9.3.2, 9.8.4, 9.9.1, 9.10.2, 10.2.5,

##### **11**

Insurance, Notice of Cancellation or Expiration

11.1.4, 11.2.3

#### **Insurance, Contractor's Liability**

##### **11.1**

Insurance, Effective Date of

8.2.2, 14.4.2

#### **Insurance, Owner's Liability**

##### **11.2**

#### **Insurance, Property**

**10.2.5**, 11.2, 11.4, 11.5

Insurance, Stored Materials

9.3.2

## **INSURANCE AND BONDS**

### **11**

Insurance Companies, Consent to Partial Occupancy

9.9.1

Insured loss, Adjustment and Settlement of

11.5

Intent of the Contract Documents

1.2.1, 4.2.7, 4.2.12, 4.2.13

## **Interest**

### **13.5**

#### **Interpretation**

1.1.8, 1.2.3, **1.4**, 4.1.1, 5.1, 6.1.2, 15.1.1

Interpretations, Written

4.2.11, 4.2.12

Judgment on Final Award

15.4.2

#### **Labor and Materials, Equipment**

1.1.3, 1.1.6, **3.4**, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,

5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1,

10.2.4, 14.2.1.1, 14.2.1.2

Labor Disputes

8.3.1

Laws and Regulations

1.5, 2.3.2, 3.2.3, 3.2.4, 3.6, 3.7, 3.12.10, 3.13, 9.6.4,

9.9.1, 10.2.2, 13.1, 13.3.1, 13.4.2, 13.5, 14, 15.2.8,

15.4

Liens

2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8

Limitations, Statutes of

12.2.5, 15.1.2, 15.4.1.1

Limitations of Liability

3.2.2, 3.5, 3.12.10, 3.12.10.1, 3.17, 3.18.1, 4.2.6,

4.2.7, 6.2.2, 9.4.2, 9.6.4, 9.6.7, 9.6.8, 10.2.5, 10.3.3,

11.3, 12.2.5, 13.3.1

Limitations of Time

2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2.7,

5.2, 5.3, 5.4.1, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3,

9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14, 15,

15.1.2, 15.1.3, 15.1.5

#### **Materials, Hazardous**

10.2.4, **10.3**

Materials, Labor, Equipment and

1.1.3, 1.1.6, 3.4.1, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,

5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2,

10.2.1.2, 10.2.4, 14.2.1.1, 14.2.1.2

Means, Methods, Techniques, Sequences and

Procedures of Construction

3.3.1, 3.12.10, 4.2.2, 4.2.7, 9.4.2

Mechanic's Lien

2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8

#### **Mediation**

8.3.1, 15.1.3.2, 15.2.1, 15.2.5, 15.2.6, **15.3**, 15.4.1,

15.4.1.1

#### **Minor Changes in the Work**

1.1.1, 3.4.2, 3.12.8, 4.2.8, 7.1, **7.4**

## **MISCELLANEOUS PROVISIONS**

### **13**

#### **Modifications, Definition of**

##### **1.1.1**

Modifications to the Contract

1.1.1, 1.1.2, 2.5, 3.11, 4.1.2, 4.2.1, 5.2.3, 7, 8.3.1, 9.7,

10.3.2

#### **Mutual Responsibility**

##### **6.2**

**Nonconforming Work, Acceptance of**  
9.6.6, 9.9.3, **12.3**  
Nonconforming Work, Rejection and Correction of  
2.4, 2.5, 3.5, 4.2.6, 6.2.4, 9.5.1, 9.8.2, 9.9.3, 9.10.4,  
12.2  
**Notice**  
**1.6**, 1.6.1, 1.6.2, 2.1.2, 2.2.2., 2.2.3, 2.2.4, 2.5, 3.2.4,  
3.3.1, 3.7.4, 3.7.5, 3.9.2, 3.12.9, 3.12.10, 5.2.1, 7.4,  
8.2.2 9.6.8, 9.7, 9.10.1, 10.2.8, 10.3.2, 11.5, 12.2.2.1,  
13.4.1, 13.4.2, 14.1, 14.2.2, 14.4.2, 15.1.3, 15.1.5,  
15.1.6, 15.4.1  
Notice of Cancellation or Expiration of Insurance  
11.1.4, 11.2.3  
**Notice of Claims**  
1.6.2, 2.1.2, 3.7.4, 9.6.8, 10.2.8, **15.1.3**, 15.1.5,  
15.1.6, 15.2.8, 15.3.2, 15.4.1  
Notice of Testing and Inspections  
13.4.1, 13.4.2  
Observations, Contractor's  
3.2, 3.7.4  
Occupancy  
2.3.1, 9.6.6, 9.8  
Orders, Written  
1.1.1, 2.4, 3.9.2, 7, 8.2.2, 11.5, 12.1, 12.2.2.1, 13.4.2,  
14.3.1  
**OWNER**  
**2**  
**Owner, Definition of**  
**2.1.1**  
**Owner, Evidence of Financial Arrangements**  
**2.2**, 13.2.2, 14.1.1.4  
**Owner, Information and Services Required of the**  
2.1.2, **2.2**, 2.3, 3.2.2, 3.12.10, 6.1.3, 6.1.4, 6.2.5,  
9.3.2, 9.6.1, 9.6.4, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1,  
13.4.2, 14.1.1.4, 14.1.4, 15.1.4  
Owner's Authority  
1.5, 2.1.1, 2.3.32.4, 2.5, 3.4.2, 3.8.1, 3.12.10, 3.14.2,  
4.1.2, 4.2.4, 4.2.9, 5.2.1, 5.2.4, 5.4.1, 6.1, 6.3, 7.2.1,  
7.3.1, 8.2.2, 8.3.1, 9.3.2, 9.5.1, 9.6.4, 9.9.1, 9.10.2,  
10.3.2, 11.4, 11.5, 12.2.2, 12.3, 13.2.2, 14.3, 14.4,  
15.2.7  
**Owner's Insurance**  
**11.2**  
Owner's Relationship with Subcontractors  
1.1.2, 5.2, 5.3, 5.4, 9.6.4, 9.10.2, 14.2.2  
**Owner's Right to Carry Out the Work**  
**2.5**, 14.2.2  
**Owner's Right to Clean Up**  
**6.3**  
**Owner's Right to Perform Construction and to**  
**Award Separate Contracts**  
**6.1**  
**Owner's Right to Stop the Work**  
**2.4**  
Owner's Right to Suspend the Work  
14.3  
Owner's Right to Terminate the Contract  
14.2, 14.4

**Ownership and Use of Drawings, Specifications**  
**and Other Instruments of Service**  
1.1.1, 1.1.6, 1.1.7, **1.5**, 2.3.6, 3.2.2, 3.11, 3.17, 4.2.12,  
5.3  
**Partial Occupancy or Use**  
9.6.6, **9.9**  
**Patching, Cutting and**  
**3.14**, 6.2.5  
Patents  
3.17  
**Payment, Applications for**  
4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5, 9.6.3, 9.7, 9.8.5, 9.10.1,  
14.2.3, 14.2.4, 14.4.3  
**Payment, Certificates for**  
4.2.5, 4.2.9, 9.3.3, **9.4**, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1,  
9.10.3, 14.1.1.3, 14.2.4  
**Payment, Failure of**  
9.5.1.3, **9.7**, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2  
Payment, Final  
4.2.1, 4.2.9, **9.10**, 12.3, 14.2.4, 14.4.3  
**Payment Bond, Performance Bond and**  
7.3.4.4, 9.6.7, 9.10.3, **11.1.2**  
**Payments, Progress**  
9.3, **9.6**, 9.8.5, 9.10.3, 14.2.3, 15.1.4  
**PAYMENTS AND COMPLETION**  
**9**  
Payments to Subcontractors  
5.4.2, 9.5.1.3, 9.6.2, 9.6.3, 9.6.4, 9.6.7, 14.2.1.2  
PCB  
10.3.1  
**Performance Bond and Payment Bond**  
7.3.4.4, 9.6.7, 9.10.3, **11.1.2**  
**Permits, Fees, Notices and Compliance with Laws**  
2.3.1, **3.7**, 3.13, 7.3.4.4, 10.2.2  
**PERSONS AND PROPERTY, PROTECTION**  
**OF**  
**10**  
Polychlorinated Biphenyl  
10.3.1  
**Product Data, Definition of**  
**3.12.2**  
**Product Data and Samples, Shop Drawings**  
3.11, **3.12**, 4.2.7  
**Progress and Completion**  
4.2.2, **8.2**, 9.8, 9.9.1, 14.1.4, 15.1.4  
**Progress Payments**  
9.3, **9.6**, 9.8.5, 9.10.3, 14.2.3, 15.1.4  
**Project, Definition of**  
**1.1.4**  
Project Representatives  
4.2.10  
**Property Insurance**  
10.2.5, **11.2**  
**Proposal Requirements**  
1.1.1  
**PROTECTION OF PERSONS AND PROPERTY**  
**10**

Regulations and Laws  
1.5, 2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 9.9.1,  
10.2.2, 13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14, 15.2.8,  
15.4

Rejection of Work  
4.2.6, 12.2.1

Releases and Waivers of Liens  
9.3.1, 9.10.2

Representations  
3.2.1, 3.5, 3.12.6, 8.2.1, 9.3.3, 9.4.2, 9.5.1, 9.10.1

Representatives  
2.1.1, 3.1.1, 3.9, 4.1.1, 4.2.10, 13.2.1

Responsibility for Those Performing the Work  
3.3.2, 3.18, 4.2.2, 4.2.3, 5.3, 6.1.3, 6.2, 6.3, 9.5.1, 10

Retainage  
9.3.1, 9.6.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3

**Review of Contract Documents and Field  
Conditions by Contractor**  
**3.2**, 3.12.7, 6.1.3

Review of Contractor's Submittals by Owner and  
Architect  
3.10.1, 3.10.2, 3.11, 3.12, 4.2, 5.2, 6.1.3, 9.2, 9.8.2

Review of Shop Drawings, Product Data and  
Samples by Contractor  
3.12

**Rights and Remedies**  
1.1.2, 2.4, 2.5, 3.5, 3.7.4, 3.15.2, 4.2.6, 5.3, 5.4, 6.1,  
6.3, 7.3.1, 8.3, 9.5.1, 9.7, 10.2.5, 10.3, 12.2.1, 12.2.2,  
12.2.4, **13.3**, 14, 15.4

**Royalties, Patents and Copyrights**  
**3.17**

Rules and Notices for Arbitration  
15.4.1

**Safety of Persons and Property**  
**10.2**, 10.4

**Safety Precautions and Programs**  
3.3.1, 4.2.2, 4.2.7, 5.3, **10.1**, 10.2, 10.4

**Samples**, Definition of  
**3.12.3**

**Samples, Shop Drawings, Product Data and**  
3.11, **3.12**, 4.2.7

**Samples at the Site, Documents and**  
**3.11**

**Schedule of Values**  
**9.2**, 9.3.1

Schedules, Construction  
3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2

Separate Contracts and Contractors  
1.1.4, 3.12.5, 3.14.2, 4.2.4, 4.2.7, 6, 8.3.1, 12.1.2

**Separate Contractors**, Definition of  
**6.1.1**

**Shop Drawings**, Definition of  
**3.12.1**

**Shop Drawings, Product Data and Samples**  
3.11, **3.12**, 4.2.7

**Site, Use of**  
**3.13**, 6.1.1, 6.2.1

Site Inspections  
3.2.2, 3.3.3, 3.7.1, 3.7.4, 4.2, 9.9.2, 9.4.2, 9.10.1, 13.4

Site Visits, Architect's  
3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4

Special Inspections and Testing  
4.2.6, 12.2.1, 13.4

**Specifications**, Definition of  
**1.1.6**

**Specifications**  
1.1.1, **1.1.6**, 1.2.2, 1.5, 3.12.10, 3.17, 4.2.14

Statute of Limitations  
15.1.2, 15.4.1.1

Stopping the Work  
2.2.2, 2.4, 9.7, 10.3, 14.1

Stored Materials  
6.2.1, 9.3.2, 10.2.1.2, 10.2.4

**Subcontractor**, Definition of  
**5.1.1**

**SUBCONTRACTORS**  
**5**

Subcontractors, Work by  
1.2.2, 3.3.2, 3.12.1, 3.18, 4.2.3, 5.2.3, 5.3, 5.4,  
9.3.1.2, 9.6.7

**Subcontractual Relations**  
**5.3**, 5.4, 9.3.1.2, 9.6, 9.10, 10.2.1, 14.1, 14.2.1

Submittals  
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 7.3.4, 9.2, 9.3,  
9.8, 9.9.1, 9.10.2, 9.10.3

Submittal Schedule  
3.10.2, 3.12.5, 4.2.7

**Subrogation, Waivers of**  
6.1.1, **11.3**

**Substances, Hazardous**  
**10.3**

**Substantial Completion**  
4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, **9.8**, 9.9.1, 9.10.3,  
12.2, 15.1.2

**Substantial Completion**, Definition of  
**9.8.1**

Substitution of Subcontractors  
5.2.3, 5.2.4

Substitution of Architect  
2.3.3

Substitutions of Materials  
3.4.2, 3.5, 7.3.8

**Sub-subcontractor**, Definition of  
**5.1.2**

Subsurface Conditions  
3.7.4

**Successors and Assigns**  
**13.2**

**Superintendent**  
**3.9**, 10.2.6

**Supervision and Construction Procedures**  
1.2.2, **3.3**, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4,  
7.1.3, 7.3.4, 8.2, 8.3.1, 9.4.2, 10, 12, 14, 15.1.4

Suppliers  
1.5, 3.12.1, 4.2.4, 4.2.6, 5.2.1, 9.3, 9.4.2, 9.5.4, 9.6,  
9.10.5, 14.2.1

Surety  
5.4.1.2, 9.6.8, 9.8.5, 9.10.2, 9.10.3, 11.1.2, 14.2.2,  
15.2.7

Surety, Consent of  
9.8.5, 9.10.2, 9.10.3

Surveys  
1.1.7, 2.3.4

### **Suspension by the Owner for Convenience** **14.3**

Suspension of the Work  
3.7.5, 5.4.2, 14.3

Suspension or Termination of the Contract  
5.4.1.1, 14

**Taxes**  
3.6, 3.8.2.1, 7.3.4.4

**Termination by the Contractor**  
**14.1**, 15.1.7

**Termination by the Owner for Cause**  
5.4.1.1, **14.2**, 15.1.7

**Termination by the Owner for Convenience**  
**14.4**

Termination of the Architect  
2.3.3

Termination of the Contractor Employment  
14.2.2

## **TERMINATION OR SUSPENSION OF THE CONTRACT**

### **14**

**Tests and Inspections**  
3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3,  
9.9.2, 9.10.1, 10.3.2, 12.2.1, **13.4**

### **TIME**

#### **8**

**Time, Delays and Extensions of**  
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, **8.3**, 9.5.1, 9.7,  
10.3.2, 10.4, 14.3.2, 15.1.6, 15.2.5

Time Limits  
2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2,  
5.2, 5.3, 5.4, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3,  
9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14,  
15.1.2, 15.1.3, 15.4

**Time Limits on Claims**  
3.7.4, 10.2.8, 15.1.2, 15.1.3

Title to Work  
9.3.2, 9.3.3

## **UNCOVERING AND CORRECTION OF WORK** **12**

**Uncovering of Work**  
**12.1**

Unforeseen Conditions, Concealed or Unknown  
3.7.4, 8.3.1, 10.3

Unit Prices  
7.3.3.2, 9.1.2

Use of Documents  
1.1.1, 1.5, 2.3.6, 3.12.6, 5.3

**Use of Site**  
**3.13**, 6.1.1, 6.2.1

**Values, Schedule of**  
**9.2**, 9.3.1

Waiver of Claims by the Architect  
13.3.2

Waiver of Claims by the Contractor  
9.10.5, 13.3.2, **15.1.7**

Waiver of Claims by the Owner  
9.9.3, 9.10.3, 9.10.4, 12.2.2.1, 13.3.2, 14.2.4, **15.1.7**

Waiver of Consequential Damages  
14.2.4, 15.1.7

Waiver of Liens  
9.3, 9.10.2, 9.10.4

**Waivers of Subrogation**  
6.1.1, **11.3**

**Warranty**  
**3.5**, 4.2.9, 9.3.3, 9.8.4, 9.9.1, 9.10.2, 9.10.4, 12.2.2,  
15.1.2

Weather Delays  
8.3, 15.1.6.2

**Work, Definition of**  
**1.1.3**

Written Consent  
1.5.2, 3.4.2, 3.7.4, 3.12.8, 3.14.2, 4.1.2, 9.3.2, 9.10.3,  
13.2, 13.3.2, 15.4.4.2

Written Interpretations  
4.2.11, 4.2.12

Written Orders  
1.1.1, 2.4, 3.9, 7, 8.2.2, 12.1, 12.2, 13.4.2, 14.3.1

## **ARTICLE 1 GENERAL PROVISIONS**

### **§ 1.1 Basic Definitions**

#### **§ 1.1.1 The Contract Documents**

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

#### **§ 1.1.2 The Contract**

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

#### **§ 1.1.3 The Work**

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, supplies, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

#### **§ 1.1.4 The Project**

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

#### **§ 1.1.5 The Drawings**

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

#### **§ 1.1.6 The Specifications**

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

#### **§ 1.1.7 Instruments of Service**

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

#### **§ 1.1.8 Initial Decision Maker**

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

### **§ 1.2 Correlation and Intent of the Contract Documents**

**§ 1.2.1** The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results. In the case of an inconsistency between Drawings and Specifications and within either Document not clarified by Addendum, the better quality or greater quantity of Work shall be provided in accordance with the



Architect's interpretation. The Contractor acknowledges and agrees the Contract Documents are sufficient to provide for the completion of the Work and include Work, whether or not shown or described, which reasonably may be inferred to be required or useful for the completion of the Work in accordance with applicable laws, codes and customary standards of the construction industry

**§ 1.2.1.1** The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

**§ 1.2.2** Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

**§ 1.2.3** Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

### **§ 1.3 Capitalization**

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

### **§ 1.4 Interpretation**

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

### **§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service**

**§ 1.5.1** The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

**§ 1.5.2** The Owner, Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

**§ 1.5.3** All documents, records, programs, applications, data, algorithms, film, tape, articles, memoranda, and other materials (the "Materials") not developed or licensed by the Contractor prior to execution of the Contract, but specifically developed under the Contract shall be considered "work for hire" and the Contractor hereby transfers and assigns any ownership claims to Owner so that all Materials will be the property of Owner. If ownership interest in the Materials cannot be assigned to Owner, the Contractor grants Owner a non-exclusive, non-cancelable, perpetual, worldwide, full paid, royalty-free license to use the Materials and to use, modify, copy and create derivative works of the Materials.

### **§ 1.6 Notice**

**§ 1.6.1** Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

### § 1.7 Digital Data Use and Transmission

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

### § 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

## ARTICLE 2 OWNER

### § 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall not be required to furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Contractor waives any rights to a lien against Owner's real estate. Contractor acknowledges and agrees no action may not be brought for the foreclosure of a lien of an assessment against Owner or related to the Work. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

### § 2.2 Evidence of the Owner's Financial Arrangements

§ 2.2.1 Prior to commencement of the Work and upon written request by the Contractor, the Owner may furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

§ 2.2.2 Following commencement of the Work and upon written request by the Contractor, the Owner may furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within thirty (30) days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Contract Documents.

§ 2.2.3 After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to its board.

§ 2.2.4 Where applicable laws indicate or the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person.



However, the Contractor may disclose “confidential” information, after five (5) business days’ notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose “confidential” information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

### **§ 2.3 Information and Services Required of the Owner**

**§ 2.3.1** Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall with Contractor’s help secure and pay for necessary governmental approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

**§ 2.3.1.1** National Pollution Discharge Elimination System (NPDES): the Owner will provide necessary information to the Contractor for the Contractor to comply with 327-Indiana Administrative Code-15-5 (Rule 5). The Contractor shall be responsible for submitting completed documents to the Indiana Department of Environmental Management (IDEM) and for obtaining the required permit.

**§ 2.3.2** The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

**§ 2.3.3** If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

**§ 2.3.4** The Owner shall furnish existing surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

**§ 2.3.5** The Owner shall furnish relevant information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other reasonable information or services under the Owner’s control and relevant to the Contractor’s performance of the Work with reasonable promptness after receiving the Contractor’s written request for such information or services.

**§ 2.3.6** Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

### **§ 2.4 Owner’s Right to Stop the Work**

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

### **§ 2.5 Owner’s Right to Carry Out the Work**

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten business day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner’s expenses and compensation for the Architect’s additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

## **ARTICLE 3 CONTRACTOR**

### **§ 3.1 General**

**§ 3.1.1** The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, as required in Indiana where the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term “Contractor” means the Contractor or the Contractor’s authorized representative.

**§ 3.1.2** The Contractor shall perform the Work in accordance with the Contract Documents and shall comply with all rules, regulations, and policies of the Owner along with all applicable governmental statutes, regulations, codes, ordinances, standards, and rules

**§ 3.1.3** The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect’s administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

### **§ 3.2 Review of Contract Documents and Field Conditions by Contractor**

**§ 3.2.1** Execution of the Contract by the Contractor is a representation that the Contractor has extensively visited, explored, and inspected the site, become thoroughly familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

**§ 3.2.2** Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor’s review is made in the Contractor’s capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

**§ 3.2.2.1** Where there is a conflict in or between the Drawings and Specifications, the Contractor is shall be deemed to have estimated on the more expensive way of doing the Work and the larger quantity required.

**§ 3.2.3** The Contractor is required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, and the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

**§ 3.2.4** If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor’s notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

**§ 3.2.5** The Contractor shall not scale dimensions from Drawings unless expressly directed to do so by the Architect/Engineer.

### **§ 3.3 Supervision and Construction Procedures**

**§ 3.3.1** The Contractor shall supervise, direct, and complete the Work, using the Contractor’s best skill and attention according to industry standards and in a professional and workmanlike manner. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for

coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures; provided, however, in no event shall Contractor proceed in any manner that would violate applicable laws or regulations including but not limited to OSHA and IOSHA regulations.

**§ 3.3.2** The Contractor shall be responsible to the Owner for the quality of the Work and acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

**§ 3.3.3** The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

### **§ 3.4 Labor and Materials**

**§ 3.4.1** Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, supplies, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

**§ 3.4.2** Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

**§ 3.4.3** The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

### **§ 3.5 Warranty**

**§ 3.5.1** In addition to any warranties implied by law or any special warranties with respect to particular equipment or systems, the Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. Without limiting Contractor's warranty obligations under the Contract Documents, any and all warranties identified in the Contract Documents and any and all standard warranties which are available on any material, supplies, or equipment or other service at no additional cost to Contractor and which is part of the Work will be provided to Owner at no additional cost, and Contractor further agrees to perform the Work in such a manner so as to preserve any and all such manufacturer or suppliers' warranties

**§ 3.5.2** All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

**§ 3.5.3** The Contractor shall guarantee that all Work will be free of defects of materials and Workmanship for a period of two (2) years from the date of Substantial Completion of the Work. The Contractor shall, at the Contractor's own expense, repair and replace all such defective Work, and all other Work damaged thereby, which becomes defective during the term of the guarantee/warranty. Where guarantees are required, Contractor shall secure warranties from subcontractors, manufacturers and/or suppliers addressed to and in favor of the Owner and

deliver copies of the same to the Architect/Engineer upon completion of the Work. Delivery of said guarantees shall not relieve Contractor from any obligations assumed under any other provisions of the Contract.

### **§ 3.6 Taxes**

**§ 3.6.1** The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

**§ 3.6.2** The Contractor shall include and incorporate in its bid the cost of any and all state and federal taxes applying to the operation of performing the Contract.

**§ 3.6.3** When permitted under Indiana law, materials supplied for permanent installation in this Project are exempt from State of Indiana sales taxes. The Owner will upon request provide the Contractor with the Owner's tax exemption certificate number.

### **§ 3.7 Permits, Fees, Notices and Compliance with Laws**

**§ 3.7.1** Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

**§ 3.7.1.1** National Pollution Discharge Elimination System (NPDES): Contractor shall be the Owner's authorized agent for 327-IAC-15-5 (Rule 5) while construction is being done at the Project site. The Contractor shall advertise a public notice of construction activity in accordance with the applicable regulations in the newspaper published in the county of the Project. Evidence of Contractor's advertisement, permit application and fee payments will be required to be submitted to IDEM before commencement of construction.

**§ 3.7.2** The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

**§ 3.7.3** If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

### **§ 3.7.4 Concealed or Unknown Conditions**

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than fourteen (14) days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

**§ 3.7.5** If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Contractor with Owner's help shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

### **§ 3.8 Allowances**

**§ 3.8.1** The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

**§ 3.8.2** Unless otherwise provided in the Contract Documents,

- .1** allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2** Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3** whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

**§ 3.8.3** Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

### **§ 3.9 Superintendent and Other Key Personnel**

**§ 3.9.1** The Contractor shall employ a competent project manager, superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor. The Contractor's project manager shall be the person who has responsibility for the prosecution of the Work and who has the authority to act on behalf of the Contractor in all matters for the coordination, direction and technical administration of the Work.

**§ 3.9.2** The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or project manager or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

**§ 3.9.3** The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

**§ 3.9.4** The Contractor shall provide a competent and adequate staff, including but not limited to the project manager and superintendent for the timely and proper administration of the Work. If the Owner determines that the continued participation of any member of the Contractor's staff is not in the best interest of the Project, the Owner may require the Contractor to replace the unsatisfactory staff member. In addition, the Contractor shall not change key members of its staff including but not limited to its project manager and superintendent without the prior written consent of the Owner which consent shall not be unreasonably withheld, so long as such key person remains satisfactory to and employed by the Contractor.

### **§ 3.10 Contractor's Construction and Submittal Schedules**

**§ 3.10.1** The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

**§ 3.10.2** The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to



submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

**§ 3.10.3** The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect. Contractor shall diligently monitor the progress of the Work, and update the construction schedule on a prompt and periodic basis to reasonably reflect the actual progress of the Work.

**§ 3.10.4** Contractor shall notify Owner in writing within seven (7) days of any update to the construction schedule that reflects a delay or imminent delay to the Substantial Completion Date. Notwithstanding the foregoing, Owner and Contractor hereby acknowledge and agree that the only means of modifying the Contract Time is by a duly executed written Change Order, signed by the Owner and Contractor pursuant to the provisions of the Contract Documents.

If the Architect or Owner determine the performance of the Work has not progressed so it is likely the Contractor will meet the Substantial Completion date, the Owner shall have the right to order the Contractor to take corrective measures necessary to expedite the Work including without limitation: (i) working additional shifts or overtime; (ii) supplying additional labor, resources, equipment, and facilities; and (iii) other similar measures (collectively "corrective measures") If the Owner orders the Contractor to take such corrective measures, the Contractor shall take and continue such corrective measures until the Owner is satisfied the Contractor is likely to meet the Substantial Completion date.

### **§ 3.11 Documents and Samples at the Site**

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

### **§ 3.12 Shop Drawings, Product Data and Samples**

**§ 3.12.1** Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

**§ 3.12.2** Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

**§ 3.12.3** Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

**§ 3.12.4** Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

**§ 3.12.5** The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

**§ 3.12.6** By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

### § 3.13 Use of Site

§ 3.13.1 The Contractor shall confine personnel and operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment. The Contractor shall perform the Work and limit its use of the Project site to minimize any interference with Owner's educational purposes, activities, occupancy, and operations in its buildings consistent with the Contract Documents and applicable building rules and regulations.

§ 3.13.2 Only materials and equipment that are to be used directly in the Work and in the immediate future shall be brought to and stored on the Project site by the Contractor. Equipment no longer required for the Work shall be promptly removed from the Project. Contractor shall be solely responsible for the protection of materials, tools, and equipment stored at the Project site from weather, theft, damage, and all other adversity.

§ 3.13.3 The Contractor shall keep the Project site, all roads, sidewalks, parking areas, and thoroughfares on and adjacent to the Project free from obstructions which might present a hazard, nuisance, or interference with vehicular or pedestrian traffic. When construction operations necessitate the closing of traffic lanes or sidewalks, the

Contractor shall be responsible for arranging such closing in advance with the authorities having jurisdiction, the Owner and any adjacent property owners. The Contractor shall provide adequate barricades, signs, flagmen, traffic control personnel, and other devices for traffic guides and public safety. The Work shall be performed to the fullest extent reasonably possible in such a manner that areas adjacent to the site of the Work shall be free from all debris, building materials, and equipment likely to cause hazardous conditions.

**§ 3.13.4** The Contractor shall not permit any of its or its Subcontractors' employees to use any existing facilities at the Project site, including without limitation, lavatories, toilets, entrances, and parking areas other than those designated by the Owner or the Owner's authorized representative. Without limitation by any other provision of the Contract Documents, the Contractor shall comply with any and all rules and regulations promulgated by the Owner in connection with the use and occupancy of the Project site, as may be amended from time to time.

**§ 3.13.5** The Contractor recognizes that the school buildings shall remain in operation during performance of the Work. Accordingly, the Contractor shall cooperate with the Owner in scheduling and performing the Work to avoid unnecessary or unreasonable conflict, delay in or interference with the classes being held at the school buildings and the Owner's other ongoing operations at or adjacent to the Project. It is critical that such classroom instruction and Owner's other operations not suffer any significant interference, including, without limitation, any interruption in utilities or unreasonable noise, dust, odor, vibration or hazardous condition. The Contractor shall perform the Work and limit its use of the Project site in such manner as to minimize any interference with Owner's classroom instructions, occupancy and operations in the school buildings consistent with the Contract Documents and applicable building rules and regulations. Without limiting the generality of the foregoing, at no additional cost to Owner, the Contractor shall provide and apply continuous internal and external dust control, as required, to prevent the spread of dust and to avoid the creation of a nuisance at the Project site or in the surrounding areas as a result of construction activities. All ingress/egress from the Project site shall be maintained in a dry condition, and any mud tracked onto areas of the Project or any building or property of third persons shall be immediately removed and the affected area cleaned. The Contractor, the Owner and its representatives, and the Architect shall regularly meet and communicate in order to coordinate the performance of the Work activity with the Owner's classroom instruction and other ongoing operations at the Project. The Owner shall have the right in writing to direct a postponement or rescheduling of any date or time for the performance of any part of the Work that may interfere with the ongoing operation of the Owner's premises. The Contractor shall, upon the Owner's written request, reschedule any portion of the Work affecting operation of the premises to hours when the premises are not in operation or as may be requested by the Owner. The Contractor may seek an extension of time as permitted by the Contract Documents for any such postponement or rescheduling of any performance of the Work and an equitable adjustment in the Contract Sum but only if (1) the performance of the Work was properly scheduled and coordinated by the Contractor in compliance with the requirements of the Contract Documents, (2) such rescheduling or postponement is required for the sole convenience of the Owner, and (3) the Contractor complies with the claim and notice requirements of **3.13.6**. The Contractor shall be responsible for the Project remaining secure at all times. All of the workers of Contractor and its subcontractors, whatever tier, at the Project site shall be clearly identified by company badges, t-shirts or other acceptable identification.

### **§ 3.14 Cutting and Patching**

**§ 3.14.1** The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents. Patching (whether occasioned by existing Work removal or by ill-timed and damaged new Work) shall mean the restoration of a surface or item to its original condition to match the existing unless otherwise indicated, noted, detailed, or specified. Cutting and patching shall be done by the proper trades or crafts necessary for the material involved, but the cost of the same shall be borne by the Contractor requiring the cutting and patching. When patching involves painting, special coating, vinyl fabric or other applied finish, the entire surface affected (i.e., wall or ceiling) shall be refinished as a part of this requirement unless complete refinishing of the entire space is scheduled or specified elsewhere.

**§ 3.14.2** The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.



### **§ 3.15 Cleaning Up**

**§ 3.15.1** The Contractor shall on a daily basis keep the premises, surrounding area, and neighboring properties free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of each Work day, the Contractor shall immediately organize, remove, and/or secure waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

**§ 3.15.2** If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor within five (5) business days.

### **§ 3.16 Access to Work**

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

### **§ 3.17 Royalties, Patents and Copyrights**

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights, trademarks, patent, and other intellectual property rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright, trademark, patent, or other intellectual property right is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

### **§ 3.18 Indemnification**

**§ 3.18.1** To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, agents, contractors, board members, students, parents, and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to injury, sickness, disease, or death to a person, or to injury to or destruction of real or personal property (other than the Work itself), but only to the extent caused by the acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

**§ 3.18.2** In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

## **ARTICLE 4 ARCHITECT**

### **§ 4.1 General**

**§ 4.1.1** The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

**§ 4.1.2** Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

### **§ 4.2 Administration of the Contract**

**§ 4.2.1** The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will periodically visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make daily exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents. The Owner is entitled to reimbursement from the Contractor for amounts paid to the Architect for any inspections completed by Architect greater than the number outlined in Architect's agreement with the Owner.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

#### § 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority on behalf of Owner to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will periodically conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the

Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 4.2.15 Contractor shall be responsible for and shall promptly reimburse the Owner for any and all additional Architect costs incurred by the Owner that are caused in whole or in part by the Contractor including but not limited to the following: (1) the Architect having to review the Contractor's submittal out of sequence from the initial Project submittal schedule agreed to by the Architect; (2) the Architect responding to the Contractor's request for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings or prior Project correspondence or documentation; (3) the Architect providing construction phase services 60 days after substantial completion of the Work or the Substantial Completion Date, whichever date is earlier; (4) the Architect providing more than two reviews of each shop drawing, product data item, sample or other similar submittal of the Contractor; (5) the Architect providing more than two inspections of any portion of the Work to determine whether the Work is substantially complete; and (6) the Architect providing more than two inspections of any portion of the Work to determine final completion of the Work. The invoices submitted by the Architect for such additional services, when approved by the Owner, shall be used as the basis for adjusting the Contract Sum by a deductive Change Order.

## ARTICLE 5 SUBCONTRACTORS

### § 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a contract with the Contractor to perform a portion of the Work. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a contract with a Subcontractor to perform a portion of the Work. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

### § 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall follow the bidding processes outlined in public work project statutes and notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection or who is not a responsive or responsible bidder. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

### § 5.3 Subcontractual Relations

By appropriate written agreement with a Subcontractor, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound by applicable public work project and public contract statutes and terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

### § 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

## ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

### § 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar

to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term “Contractor” in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner may provide for coordination of the activities of the Owner’s own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner’s own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

## § 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor’s construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor’s Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor’s Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner’s or Separate Contractor’s completed or partially completed construction is fit and proper to receive the Contractor’s Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor’s delays, improperly timed activities or defective construction. The Owner may be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor’s delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

## § 6.3 Owner’s Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

## ARTICLE 7 CHANGES IN THE WORK

### § 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7, applicable public work project laws, and elsewhere in the Contract Documents.



§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

## § 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

## § 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- .4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount not to exceed 10% of the costs incurred by the Contractor. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and
- .5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any,

provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.3.11 In order to facilitate checking of quotes for extras or credits, all proposals shall be accompanied by a complete itemization of costs including labor, materials and subcontracts. Labor and materials shall be itemized in the manner prescribed in 7.3.4 and 7.3.11. Where major cost items are subcontracts, they shall be itemized also. In no case will a change involving more than \$1,000.00 be approved without such itemization.

#### § 7.4 Minor Changes in the Work

The Architect may on behalf of the Owner order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

### ARTICLE 8 TIME

#### § 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

#### § 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of governmental permits or insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously using proficient personnel, with adequate forces, and shall achieve Substantial Completion within the Contract Time. The Contractor shall at all times enforce strict discipline and good order among its workers, and shall not use any unfit person or anyone unskilled in the Work assigned to him or unqualified as a tradesman in the trade involved.

### § 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine. Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§§ 8.3.1.1 The Contractor shall not be allowed to claim weather delay days for the number of days which the U.S. Weather Bureau reports as the average number of days per month of inclement weather for the nearest reporting station to Noblesville, IN (latest available information.) The Contractor shall take this number of days and the Project Schedule into account when preparing its bid proposal. Historical data for all areas may be obtained from:

U.S. Department of Commerce  
National Climatic Center  
Federal Building  
Asheville, NC 28801  
Phone (704) 259-0682  
<http://www.ncdc.noaa.gov/>

§ 8.3.1.2 Inclement weather shall be defined as rain, snow, sleet, hail or other forms of precipitation that prohibit/halt/or otherwise inhibit the ability of the Contractor to make meaningful progress. If the Work has progressed to the point that inclement weather does not affect the progress of the Contractor, no delay can be claimed. No delay is allowed for the effect of inclement weather. The Contractor shall make provisions to overcome the effect of inclement weather (i.e. mud, snow, etc.).

§ 8.3.1.3 The Contractor shall include in its bid a sufficient amount of money to cover the required manpower, equipment, protection, etc. to complete its Work in accordance with the Project Guideline Schedule, accounting for inclement weather. It is the Contractor's obligation to provide a copy of the "National Climatic Center" report with any weather delay filed. This includes the current information as well as the monthly averages available at the time of bidding.

§ 8.3.1.4 The Contractor nor any subcontractor shall be due any additional compensation for an extension of time granted the Contractor, or granted to another Prime Contractor for a weather delay extension. The Contractor may receive additional days only.

§ 8.3.2 Unless the Contractor shall, within seven (7) days from the commencement of any possible excusable delay or within seven (7) days from the time delay, notify the Owner and the Architect/Engineer in writing of all facts then available to the Contractor relative to the nature and extent of the delay, and its anticipated effect, if any upon the time for Substantial Completion of the Work as hereinbefore described, and shall also request that a determination be made as to whether or not the delay is an excusable delay so as to extend the number of calendar days for completion of the Work, the act or occurrence in question shall not thereafter be an excusable delay for any purpose except upon the written consent of the Architect/Engineer.



**§ 8.3.3** The Architect will promptly acknowledge the Contractor's request for extension of time, but the Architect need not make a determination concerning the same until the nature and extent of the delay and its related impact upon the Contract time for completion are determined.

**§ 8.3.4** The Contractor shall furnish sufficient labor forces, materials, equipment, enclosures, and anything else reasonably required for the Work and protection thereof and shall work such hours including additional shifts, overtime, and weekends as may be necessary to insure the prosecution of the Work in order to meet the Substantial Completion Date and in accordance with the current approved construction schedule. Should the Contractor fall behind the current approved construction schedule or is in jeopardy of missing the Substantial Completion Date to the extent due to Contractor's fault, the Contractor shall take all such steps as may be reasonably necessary to improve his progress in order to meet the Substantial Completion Date and current approved construction schedule including but not limited to increasing the number of laborers, shifts, working overtime, and/or working weekends, all without an increase in the Contract Sum.

**8.3.5** This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

## **ARTICLE 9 PAYMENTS AND COMPLETION**

### **§ 9.1 Contract Sum**

**§ 9.1.1** The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

**§ 9.1.2** If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

### **§ 9.2 Schedule of Values**

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

### **§ 9.3 Applications for Payment**

**§ 9.3.1** At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents. Applications for Payment shall be submitted to the Architect each month on AIA Forms G702 and G703. The final application shall also be accompanied by the Approval of Surety. Copies of all required permits shall accompany the first application for payment. All applications shall be notarized and signed.

**§ 9.3.1.1** As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

**§ 9.3.1.2** Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

**§ 9.3.2** Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location

agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site. Payments for materials or equipment stored off the site shall not be approved.

**§ 9.3.3** The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work. Partial payments will be made by the Owner only with the following notarized certification attached: the Contractor will hereby certify that all items are paid for which previous certificates were issued and payment received and further waives all rights of lien for the total amount previously paid, and further represents that no person or party has any right to a lien on account of Work performed or material furnished.

#### **§ 9.4 Certificates for Payment**

**§ 9.4.1** The Architect will, within five (5) business days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

**§ 9.4.2** The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

#### **§ 9.5 Decisions to Withhold Certification**

**§ 9.5.1** The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;
- .3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a Separate Contractor;

- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.
- .8 failure to submit the Construction Schedule in accordance with the Project Manual or failure to submit periodic schedule reports prior to each application for payment.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

## § 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than five (5) business days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within five (5) business days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required and then allowed by public work project laws.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Owner for breach of trust, or entitle any person or entity to an award of punitive damages against the Owner for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien, claim for reimbursement, or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien, claim for reimbursement, or other claim for

payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

### **§ 9.7 Failure of Payment**

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within five (5) business days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within five (5) business days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon five (5) business additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

### **§ 9.8 Substantial Completion**

**§ 9.8.1** Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents and received all governmental approvals so that the Owner can occupy or utilize the Work for its intended use.

**§ 9.8.1.1** Project Closeout includes those activities leading to Substantial Completion and Final Completion of the Work. Project Closeout activities and requirements are specified in the Project Manual. To administer and conduct Project Closeout, the Contractor shall indicate a designated value as specified in the Project Manual.

**§ 9.8.2** When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

**§ 9.8.3** Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

**§ 9.8.4** When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

**§ 9.8.4.1** If, upon the Architect's completion of the initial inspection and the second inspection, there remains incomplete or unsatisfactory Work, the Contractor will be charged for time to satisfactorily complete the Work accrued by the Owner and Architect, including the Architect's consultants. Charges will be at each of the party's current prevailing rate and commence following the second inspection. The charges will be deducted from amounts owed by Owner and/or the Project Closeout cost indicated on the Contractor's Schedule of Values.

**§ 9.8.4.2** The Certificate of Substantial Completion shall establish a thirty (30) day period after the date of substantial completion within which the Contractor will have to complete all items on the accompanying punch list to the Certificate of Substantial Completion. If Contractor does not complete the punch list within the time period specified herein, then Contractor shall reimburse Owner for all architectural, consultant, attorneys' and all other fees that Owner incurs as a result of Contractor's delay.

**§ 9.8.5** The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

If upon Substantial Completion of the Work minor items remain uncompleted, an amount shall be withheld until those items are completed. If within sixty-one (61) days after the date of Substantial Completion there remain uncompleted minor items, an amount equal to two hundred percent (200%) of the value of each item as determined by the Architect and/or Owner shall be withheld until the item is completed. Required warranties cannot begin until after the date of Substantial Completion and all items are completed.

### **§ 9.9 Partial Occupancy or Use**

**§ 9.9.1** The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

**§ 9.9.2** Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

**§ 9.9.3** Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

### **§ 9.10 Final Completion and Final Payment**

**§ 9.10.1** Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

**§ 9.10.2** Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that workers, suppliers, vendors, Subcontractors, payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

**§ 9.10.3** If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner may, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If



the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall not constitute a waiver of Claims by the Owner or those arising from

- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents;
- .3 terms of special warranties required by the Contract Documents; or
- .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

## ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

### § 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract and according to applicable laws.

### § 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and
- .3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.
- .4 Any such property, including areas used for temporary field offices, storage sheds and material storage and assembly, shall be restored to its original condition, unless otherwise specified, without cost to the Owner.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss. In the event of conflict between the Contract Documents and requirements of any Local, State or governing Federal Authority or laws, the most stringent requirement shall govern the Work.

§ 10.2.2.1 The Contractor represents that it is knowledgeable of the Occupational Safety And Health Act (OSHA) and regulations applicable to the performance of Work. The Contractor acknowledges and accepts the affirmative duty of enforcing these regulations, and the Contractor shall promptly advise the Owner of investigations by any inspectors at the Contractor's, subcontractor's or the sub-subcontractor's Work places or at the Project site. The Contractor shall advise the Owner of the outcome(s) of all such investigations and/or inspections. The Contractor assumes full and exclusive responsibility and agrees to indemnify and hold the Owner and its board harmless against any and all losses, damages, costs, expenses, fees, consequences arising from the Contractor's violation of regulations governing the Work and/or this Project, including payment of any fines, penalties and/or interest assessed in connection therewith, court costs and all attorney fees that are incurred by the Owner related thereto.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards. IOSHA regulations 29 C.F.R. 1926, Subpart P, for trench safety systems are incorporated by reference. The cost for trench safety systems shall be paid for: (1) as a separate pay item; or (2) in the pay item of the principal work with which the safety systems are associated.

**§ 10.2.4** When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

**§ 10.2.5** The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

**§ 10.2.6** The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

**§ 10.2.7** The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

**§ 10.2.8 Injury or Damage to Person or Property**

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding five (5) business days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

**§ 10.2.9** The Contractor acknowledges that the safety of the Owner's students, staff and visitors is of the utmost importance. The Contractor shall take no action which would jeopardize the safety of the Owner's students, staff, or visitors. The Contractor shall take all necessary and appropriate steps to prevent access to the Project site by the Owner's students, staff, visitors, and unauthorized third parties. Contractor shall be responsible for all safety precautions and requirements related to or arising out of the Work. Any fines generated as a result of Contractor's non-compliance with any safety regulation shall be the responsibility of Contractor. Any fine issued to the Owner as a result of Contractor's (including Subcontractors, lessors, suppliers, vendors, and any other person or entity retained by the Contractor) non-compliance shall be the responsibility of the Contractor.

**§ 10.3 Hazardous Materials and Substances**

**§ 10.3.1** The Contractor is responsible for compliance with any requirements included in the Contract Documents and applicable laws, regulations, standards, and manufacturer instructions regarding hazardous and any other materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

**§ 10.3.2** Upon receipt of the Contractor's notice, the Owner shall with Contractor's help obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will promptly reply in one (1) business day to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner may reimburse the Contractor, Subcontractors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from Owner's performance of any portion of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous or any other materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents and allowed under applicable laws, regulations, standards, and manufacturer's instructions. The Owner may become responsible for Contractor's proper use of hazardous materials or substances as required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances or failure to follow applicable laws, regulations, standards, or manufacturer's instructions.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are solely due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, applicable laws, industry standards, and manufacturer instructions, the Owner may reimburse the Contractor for all cost and expense thereby incurred.

#### § 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's reasonable discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

### ARTICLE 11 INSURANCE AND BONDS

#### § 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement, applicable laws, or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents. Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents and applicable laws. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 **Notice of Cancellation or Expiration of Contractor's Required Insurance.** Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the



procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.1.5 Refer to AIA Document A101-2017, Exhibit A, Insurance and Bonds for additional insurance terms and conditions.

## **§ 11.2 Owner's Insurance**

**§ 11.2.1** The Owner shall maintain insurance of the current types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner does and will not insure any equipment, scaffolding, towers, staging, forms or tools owned or rented by the Contractor; or any tools owned or stored by mechanics, outbuilding, shops, or housing facilities.

**§ 11.2.2 Failure to Purchase Required Property Insurance.** If the Owner fails to maintain its current property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted.

**§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance.** Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; and (2) the Contract Time and Contract Sum shall be equitably adjusted.. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.2.4 Refer to AIA Document A101-2017, Exhibit A, Insurance and Bonds for additional insurance terms and conditions.

## **§ 11.3 Waivers of Subrogation**

**§ 11.3.1** The Contractor waives all rights against (1) Owner and any of its subcontractors, sub-subcontractors, agents, board members, students, parents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property & casualty insurance required by the Agreement or other property & casualty insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

**§ 11.3.2** If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner does not waive all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

## **§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance**

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The

Owner does not waive all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

#### **§11.5 Adjustment and Settlement of Insured Loss**

**§ 11.5.1** A loss insured under the property insurance required by the Agreement may be adjusted by the Owner and made payable to the Owner in escrow for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner may pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

**§ 11.5.2** Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner may settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner may deposit the insurance proceeds in a separate escrow account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

### **ARTICLE 12 UNCOVERING AND CORRECTION OF WORK**

#### **§ 12.1 Uncovering of Work**

**§ 12.1.1** If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

**§ 12.1.2** If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

#### **§ 12.2 Correction of Work**

##### **§ 12.2.1 Before Substantial Completion**

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense. When a change in the Work is contemplated which may affect the Contract Sum or Contract Time, the Architect may issue a Proposal Request, AIA Form G709. That Proposal Request is merely a request to the Contractor for information related to a proposed change in the construction contract. The Contractor shall promptly and within ten (10) business days, issue a response or quote outlining any change in the Contract Sum or Contract Time. The issuance of a Proposal Request does not, in any way, authorize any changes described in the Proposal Request. Should, after review and consultation with the Owner, the Architect finds the proposal by the Contractor to be acceptable, the Architect will issue a Change Order to the Contractor within 30 days of receipt of the Contractor's proposal.

##### **§ 12.2.2 After Substantial Completion**

**§ 12.2.2.1** In addition to the Contractor's obligations under Section 3.5, if, within two (2) years after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the two (2) year period for correction of Work, if the Owner fails to notify the Contractor and give

the Contractor an opportunity to make the correction, the Owner does not waive the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

§ 12.2.2.2 The two (2) year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The two (2) year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents or applicable laws. Establishment of the two (2) year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

### § 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

## ARTICLE 13 MISCELLANEOUS PROVISIONS

### § 13.1 Governing Law

The Contract shall be governed by Indiana law, the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have later amended the Contract Documents and selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

#### § 13.1.1 Compliance with Laws

The Contractor acknowledges it may be required to submit to an audit of funds paid through this Contract. Any such audit shall be conducted in accordance with Indiana law, and audit guidelines specified by the Indiana State Board of Accounts and Owner. The Contractor shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, and all provisions required thereby to be included herein are hereby incorporated by reference. The Contractor certifies by entering into this Contract that neither it nor its principal(s) is presently in arrears in payment of taxes, permit fees or other statutory, regulatory or judicially required payments or reports to the State of Indiana. The Contractor warrants it ~~has and personnel on Owner's property will have~~ no current, pending or outstanding criminal, civil, or enforcement actions initiated by any governmental entity, and agrees that it will immediately notify Owner of any such actions. The Contractor warrants the Contractor and any subcontractors shall obtain and maintain all required permits, licenses, registrations, certifications, accreditations, and approvals, and shall comply with all employment, labor, EEOC, health, safety, building, construction, and environmental statutes, rules, or regulations in the performance of its activities for the Owner. The Contractor and any principals of the Contractor certify they have and will comply with the requirements under Ind. Code § 5-22-3-7. The Contractor certifies by entering into this Contract that neither it nor its principals nor any of its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into this Contract by any federal agency or by any department, agency or political subdivision in the United States. The Contractor hereby covenants and agrees to conduct adequate background checks and make a good faith effort to provide, implement drug testing policies and procedures in compliance with Ind. Code § 4-13-18, and maintain a ~~tobacco, alcohol, and~~ drug-free workplace ~~while on Owner's property~~. The Contractor swears or affirms under the

penalties of perjury that the Contractor does not knowingly employ an unauthorized alien and complies with the requirements under Ind. Code § 22-5-1.7 When Owner makes a written determination that funds are not appropriated or otherwise available to support continuation of performance of this Contract, this Contract shall be canceled. The Owner will in good faith perform its required obligations hereunder and does not agree to pay any penalties, liquidated damages, interest or attorney's fees, except as permitted by Indiana law. To the undersigned's knowledge, neither the undersigned nor any other member, employee, representative, agent or officer of the Contractor, directly or indirectly, has entered into or been offered any sum of money or other consideration for the execution of this Contract other than that which appears upon the face hereof.

### 13.1.2 Independent Contractor

The Contractor is performing as an independent entity under this Contract. No part of this Contract shall be construed to represent the creation of an employment, agency, partnership, association, affiliation, or joint venture agreement between the parties. Owner will not assume liability for any injury, sickness, or death to any persons, or damage to any property, arising out of the acts or omissions of the agents, employees or subcontractors of the Contractor. The Contractor shall provide all necessary unemployment and workers' compensation insurance for the Contractor's employees. The Contractor shall execute its responsibilities by following and applying at all times the highest professional, industry, construction, governmental, and technical guidelines and standards. If the Owner becomes dissatisfied with the work product of or the working relationship with those individuals assigned to work on this Project, the Owner may request in writing the replacement of any or all such individuals, and the Contractor shall grant such request.

## § 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

## § 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

## § 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor with Contractor's help shall make arrangements for such tests, inspections, and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner may bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner may directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

### § 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the one percent (1%) per month rate the parties agree upon in writing or, in the absence thereof, at the one percent (1%) per month rate prevailing from time to time at the place where the Project is located.

## ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

### § 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;
- .2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon ten (10) business days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon ten (10) business additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

### § 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;



- .3 repeatedly disregards industry standards, construction standards, manufacturer instructions, applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, five (5) business days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

#### § 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

#### § 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time with five (5) business days' notice, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

## **ARTICLE 15 CLAIMS AND DISPUTES**

### **§ 15.1 Claims**

#### **§ 15.1.1 Definition**

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

#### **§ 15.1.2 Time Limits on Claims**

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Contractor waives all Claims and causes of action not commenced in accordance with this Section 15.1.2.

#### **§ 15.1.3 Notice of Claims**

**§ 15.1.3.1** Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

**§ 15.1.3.2** Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

#### **§ 15.1.4 Continuing Contract Performance**

**§ 15.1.4.1** Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

**§ 15.1.4.2** The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

#### **§ 15.1.5 Claims for Additional Cost**

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

#### **§ 15.1.6 Claims for Additional Time**

**§ 15.1.6.1** If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

**§ 15.1.6.2** If severe, adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had a material, significant adverse effect on the scheduled construction.

#### **§ 15.1.7 Waiver of Claims for Consequential Damages**

The Contractor waives Claims against Owner for consequential damages arising out of or relating to this Contract. This waiver includes

- .1 damages incurred by the Contractor for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and



- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

## **§ 15.2 Initial Decision**

**§ 15.2.1** Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

**§ 15.2.2** The Initial Decision Maker will review Claims and within ten (10) business days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

**§ 15.2.3** In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

**§ 15.2.4** If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten (10) business days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

**§ 15.2.5** The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

**§ 15.2.6** Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

**§ 15.2.6.1** Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party attend mediation. If such a demand is made and the party receiving the demand fails to both agree to attend and then schedule mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

**§ 15.2.7** In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may not proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

### § 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by a mediator selected and in accordance with Rule 2 of Indiana Rules for Alternative Dispute Resolution in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If the binding dispute resolution proceeding is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the judge(s) and agree upon a case management order schedule for later proceedings.

§ 15.3.3 Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 30 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to agree to attend and then schedule a second mediation within five (5) business days after receipt thereof, then both parties waive their rights to a second mediation with respect to the initial decision.

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the county of the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation and signed by the parties shall be enforceable as settlement agreements in any court having jurisdiction thereof.

### § 15.4 Arbitration

§ 15.4.1 If the parties have amended the Contract Documents and later selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by and in accordance with Rule 3 of the Indiana Rules for Alternative Dispute Resolution in effect on the date of the Agreement. The Arbitration shall be conducted in the county where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

### § 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the Indiana Rules for Alternative Dispute Resolution or other applicable arbitration rules selected by the parties, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration

permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the Indiana Rules for Alternative Dispute Resolution or other applicable arbitration rules selected by the parties, either party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Contractor under this Agreement.

#### ARTICLE 16 ADDITIONAL MISCELLANEOUS PROVISIONS

§ 16.1 If any part of the Contract Documents are later found to be contrary to, prohibited by or invalid under applicable law, rules or regulations, that provision shall not apply and shall be omitted to the extent so contrary, prohibited or invalid, but the remainder of the Contract Documents shall not be invalidated and shall be given full force and effect insofar as possible.

§ 16.2 Contractor shall, to the extent applicable, comply with the Owner's criminal history background and child protection index check policy(ies) and comply with applicable laws regarding such criminal history background and child protection index check policies.

#### § 16.5 STEEL PRODUCTS

§ 16.5.1 In accordance with Indiana Code § 5-16-8, if any steel products are to be used or supplied in the performance of Contractor's Work or the Project, only steel products as defined in Indiana law shall be used or supplied in the performance of this Agreement or any of the subcontracts unless the Owner determines, in writing, that the cost of steel products is deemed to be unreasonable.

---

**OWNER** *(Signature)*

»« »

*(Printed name and title)*

---

**CONTRACTOR** *(Signature)*

« »« »

*(Printed name and title)*

PART 1 – GENERAL

1.01 WORK COVERED BY THE CONTRACT DOCUMENTS

This Project Manual contains specifications and requirements pertaining to the following project.

**A. OLD SCHOOL PARK AND HANNA STREET IMPROVEMENTS**

1. The primary Work of this Project includes a variety of park maintenance and rehabilitation, including new park equipment, restroom building, open air shelter, utility infrastructure, parking, and improved walk connections. This project also includes drainage improvements for Hanna Street. Both Base Bid and unit cost work items are likely to apply.

2. Project Structures:

Pre-Fabricated Restroom Facility

All footings, foundations, and associated reinforcement shall be delegated design responsibilities to the selected Pre-Fabricated Restroom manufacturer, including securing State Design Release and any local approvals. Any specified building shall be delivered complete and ready-to-use, including plumbing and electrical, when applicable. Vendor shall coordinate access and staging with the General Contractor. Supply shop drawings signed/sealed by an Indiana licensed Professional Engineer that demonstrate compliance with applicable standards.

Open-Air Shelter

All footings, foundations, and associated reinforcement shall be delegated design responsibilities to the selected Shelter manufacturer, including compliance with local codes and building standards. Supply shop drawings signed/sealed by an Indiana licensed Professional Engineer that demonstrate compliance with applicable standards.

3. The primary Work of this Project is identified within a single Bid Package.
4. Project Responsibility  
  
Old School Park: Managed by Design team- Veridus Group, Context Design, and owner.  
Hanna St. Drainage: Managed by owner
5. The Owner reserves the right to award the Project(s) to the ultimate benefit the Town of McCordsville and its taxpayers.
6. Following award of the project(s), the successful Bidder(s) shall be asked to produce a Schedule of Values that demonstrates the value of repairs for the Town of McCordsville. This will help the Business Office track ongoing maintenance reinvestments on a by-facility basis.

- B. Questions regarding the scope of the Work or Bidding procedures shall be directed to:

Mark Witsman, PE  
Town of McCordsville- Town Engineer  
6280 W 800 N  
McCordsville, IN 46055  
317-335-3604  
[mwitsman@mccordsville.org](mailto:mwitsman@mccordsville.org)

Jennifer Lasch, PE or Gonzalo Castro, PE  
Veridus Group, Inc.  
6280 Shadeland Ave.  
Indianapolis, IN 46220  
317-598-6647  
[jlasc@theveridusgroup.com](mailto:jlasc@theveridusgroup.com)  
[lcastrodiaz@theveridusgroup.com](mailto:lcastrodiaz@theveridusgroup.com)

Liz Mooney, PLA, LEED AP, CPSI  
Context Design  
5825 Lawton Loop East Drive  
Indianapolis, IN 46216  
317-495-6900  
[lmooney@context-design.com](mailto:lmooney@context-design.com)

D. Project Schedule Requirements:

1. Site Improvements are desired at the earliest possible date.
  - a. Base Bid schedule shall assume a June 2024 project award with construction mobilizing no earlier than Labor Day 2024 to ensure use of the existing park is maintained throughout this summer. Substantial Completion for Base Bid shall be Memorial Day 2025.
  - b. An Alternative Schedule is contemplated as part of Alternate #2. This scenario assumes a June 2024 project award with construction mobilizing July 1, 2024. Substantial Completion shall be achieved by December 31, 2024 as part of this alternate consideration. All winter conditions shall be accounted for in the alternate schedule as part of Alternate #2.
2. A Pre-Construction Conference will be held within ten (10) business days of the Project Award to facilitate coordination and communication for the Project.
3. No work shall mobilize until the Contractor has all insurance, bonds, certifications and other necessary documentation in place with the Administrative Office of McCordsville Town Hall.

1.02 SPECIAL NOTICE

- A. The Contractor is hereby alerted that a portion of the work for this project is to be performed within the limits of existing McCordsville park property. The safety and security of the public must be first priority.
- B. Field verify all existing conditions, including any potential utility conflicts that could disrupt progress of fieldwork. The Contractor shall perform a private utility locate to confirm the locations, and depths of the utilities.

1.03 CONTRACTOR'S DUTIES

- A. The Contractor is solely responsible to coordinate its work, all work of its subcontractors, and to cooperate with the Owner in the coordination of work to be completed by the Owner or other independent contractors employed by the Owner.
- B. Unless otherwise specifically noted, the Contractor shall provide and pay for all material, labor, tools and equipment required to execute the work.
- C. The Contractor shall comply with all Federal, State, and Local codes, ordinances, rules, regulations and other legal requirements of public authorities that bear upon the performance of the work.

- D. The Contractor is responsible for all measurements in the field and shall be responsible for the correct fit of the work. The Contractor shall coordinate this work with all other branches in such a manner as to cause a minimum of conflict or delay.
- E. The Contractor shall coordinate with delivery and installation dates of the work with the Owner, including any utility shutdowns required by the execution of the work.
- F. The Contractor shall notify the Owner of any testing to be accomplished one day prior to the test, to allow the Owner to schedule time to observe the tests.
- G. The Owner is exempted from State Sales Tax, and upon request will provide a sale tax exemption certificate to the Contractor. The Contractor shall place the tax exemption number on all invoices for materials incorporated into the work. Upon completion of the work, the Contractor shall furnish the Owner with a notarized affidavit stating that all materials purchased under the tax-exempt certificate were entitled to be tax exempt.

#### 1.04 CONTRACTOR'S USE OF THE PREMISES

- A. The Contractor shall limit the use of the Owner's premise to those activities and areas immediately associated with the work. The Contractor shall coordinate with the Owner the location of temporary provisions (dumpsters, material staging areas, etc.).
  - 1. The Owner shall continue to occupy all adjacent areas for the duration of the project.
  - 2. The Contractor shall take all precautions necessary to protect existing facilities and their occupants during the construction period.

#### 1.05 PROJECT MEETINGS

- A. The following meetings shall be conducted for the mutual benefit of the Owner and the Contractor, and to expedite the completion of the work:

- 1. Pre-Construction Meeting:

A pre-construction meeting will be scheduled after the issuance of a Notice to Proceed and at a time convenient to both the Owner and the Contractor. The purpose of the meeting is to review:

- a. Tentative Construction Schedule.
- b. Critical work sequencing.
- c. Designation of responsible personnel.
- d. Procedures for processing field issues, including changes and clarifications.
- e. Payment procedures.
- f. Submittal of product information, shop drawings and similar information.
- g. Use of the Owner's premises, including material and equipment staging, parking and utilities.
- h. Emergency and safety procedures.
- i. Housekeeping.
- j. Working hours.
- k. Establish other meeting times as may be required.

- 2. Progress Meetings:

A Progress Meeting schedule shall be established at the Pre-Construction Meeting. Generally these meetings will be held every two weeks, depending upon the scope and nature of the work. The schedule and need for these meetings will be determined at the Pre-Construction Meeting. The purpose of these meetings is to review:

- a. Work performed since the last meeting.
- b. Current work being performed.
- c. Work planned for the period up to the next scheduled meeting.
- d. Status of the completed work as compared to the original project schedule.
- e. Coordination of work with other contractors on-site.
- f. Questions requiring resolution by any and all parties.

#### 1.06 TEMPORARY PROVISIONS

##### A. Contractor's temporary use of utilities:

1. Water: The Contractor shall be permitted to utilize the Owner's utilities for the provision of water. If the Contractor chooses to utilize the Owner's water supply the Contractor shall be responsible for providing all hoses, nozzles, backflow preventers or other devices or material required to allow the Contractor to distribute and apply water. Care shall be exercised in the efficient and economical use of the Owner's water source. Water shall not be allowed to run freely when not in specific use by the Contractor.
2. Electrical Power: The Contractor shall be permitted to utilize the Owner's electrical service where practical. However, provision of temporary electrical power is the sole responsibility of the Contractor where Owner's electrical service is not available. In either case, the Contractor shall coordinate and pay for all transformers, poles, conduits, panels, meters etc., required by the utility and necessary for construction operations.

##### B. Barricades and safety accessories:

1. The Contractor shall be responsible for the design, fabrication, installation and maintenance of all barricades, guards and other safety devices as may be required in the course of the work.
2. All such devices shall meet or exceed all local, state and federal standards, regulations and requirements for such devices. The Contractor is fully responsible for any violations of such standards, regulations and requirements.

#### 1.07 MATERIALS AND EQUIPMENT

- ##### A. Deliver, store and handle all products, equipment and materials in accordance with the manufacturer's instructions. Protect all such products, equipment and materials from damage through weather, theft or vandalism.

#### 1.08 WARRANTIES

- ##### A. The Contractor shall warrant all work involved in this project for a period of one year from the date of Owner acceptance. Such date shall be established through the issuance of a Certificate of Substantial Completion from the Owner to the Contractor.

##### B. Warranty requirements:

1. Related Damages and Losses: When correcting failed or damaged warranted construction, the Contractor shall remove and replace construction that has been damaged as a result of such failure or must be removed and replaced to provide access for correction of the warranted construction.



2. Reinstatement of Warranty: When work covered by a warranty has failed and been corrected by replacement or rebuilding, the Contractor shall reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
3. Replacement Cost: Upon determination that the work covered by a warranty has failed, the Contractor shall replace or rebuild the work to an acceptable condition complying with the requirements of the Contract Documents.
4. Owner's Recourse: Expressed warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligations, rights and remedies otherwise available under law. Expressed warranty periods shall not be interpreted as limitation on the time in which the Owner can enforce such other duties, obligations, rights or remedies.

END OF SECTION 01100

REVISIONS		
NO.	DATE	DESCRIPTION
1	5/22/2024	ADDENDUM 1
1	5/30/2024	ADDENDUM 2

ISSUE DATE: 5/30/24  
 DRAWN BY: CAR  
 CHECKED BY: GCD

DRAWING TITLE  
 TITLE SHEET

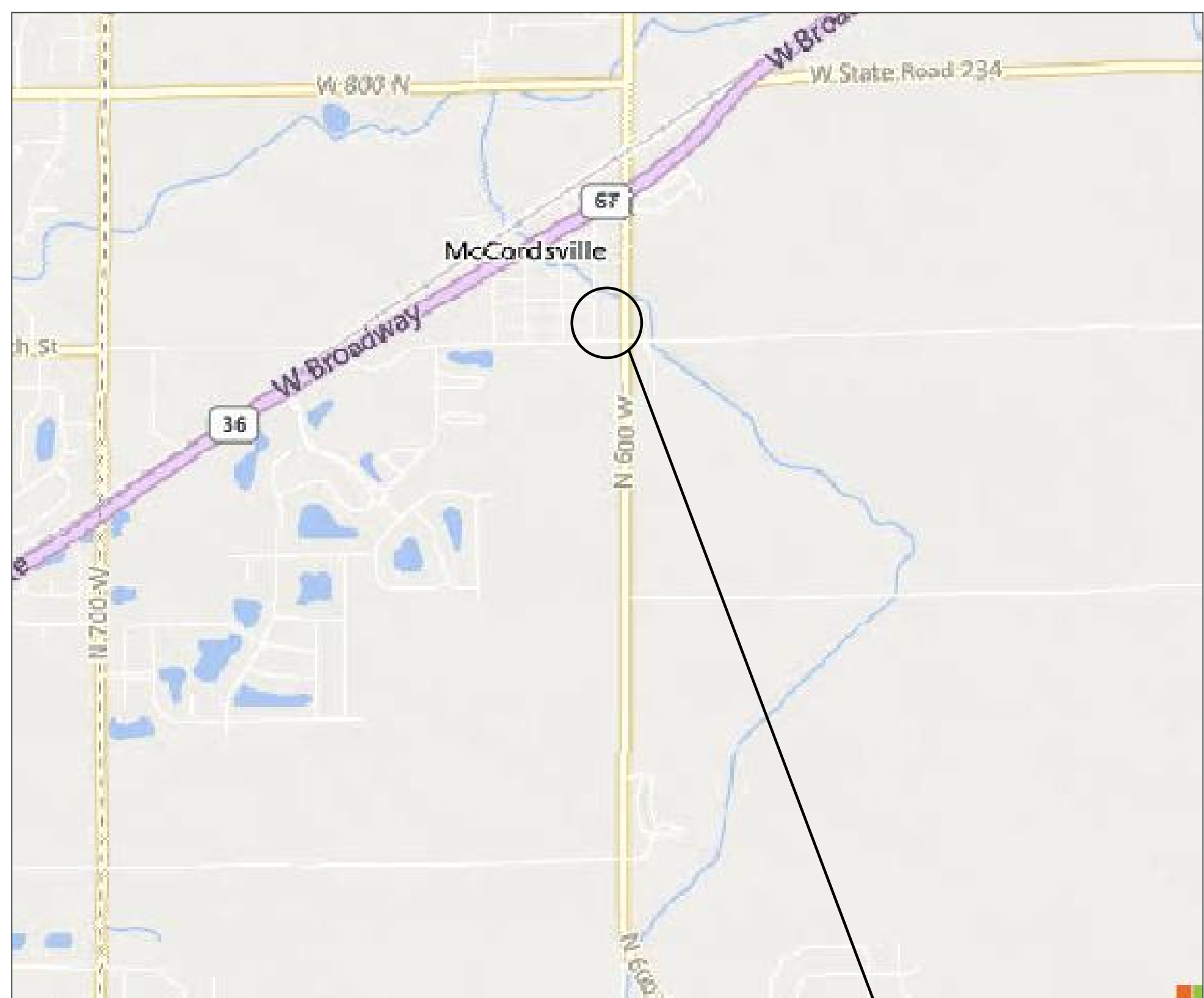
CERTIFIED BY  
 L. GONZALO CASTRO DIAZ  
 No. PE12100848  
 STATE OF INDIANA  
 REGISTERED PROFESSIONAL ENGINEER  
 5/30/24

PROJECT NUMBER  
 2023.0194

DRAWING NUMBER  
**C001**

# OLD SCHOOL PARK TOWN OF MCCORDSVILLE, IN

**BID DOCUMENTS**  
 6030 W CR 750 N  
 MCCORDSVILLE, IN 46055



**LOCATION MAP** Project Site



**VICINITY MAP** Project Site

Sheet List Table	
Sheet Number	Sheet Title
C001	TITLE SHEET
C100	EXISTING TOPOGRAPHY
C110	DEMOLITION PLAN
C300	GRADING PLAN
C400	UTILITY PLAN
C400.1	UTILITY PLAN ALT2
C450	UTILITY DETAILS
C500	EROSION CONTROL PLAN
C550	EROSION CONTROL DETAILS
C590	STORM WATER POLLUTION PROTECTION PLAN
	TOWN OF MCCORDSVILLE STANDARDS
L010	TREE PRESERVATION PLAN
L101	MATERIALS PLAN
L201	LAYOUT PLAN
L202	JOINTING PLAN
L203	PLAYGROUND EQUIPMENT PLAN
L401	PLANTING PLAN
L410	PLANTING DETAILS
L430	PLAYGROUND SURFACING
L600	SITE DETAILS
L601	SITE DETAILS
L602	SITE DETAILS
L603	SITE DETAILS
E000	SYMBOLS AND ABBREV.
E101	SITE ELECTRICAL PLAN
E501	ELECTRICAL DETAILS
E601	ELECTRICAL SCHEDULES
	HANNA STREET DRAINAGE IMPROVEMENTS PLANS

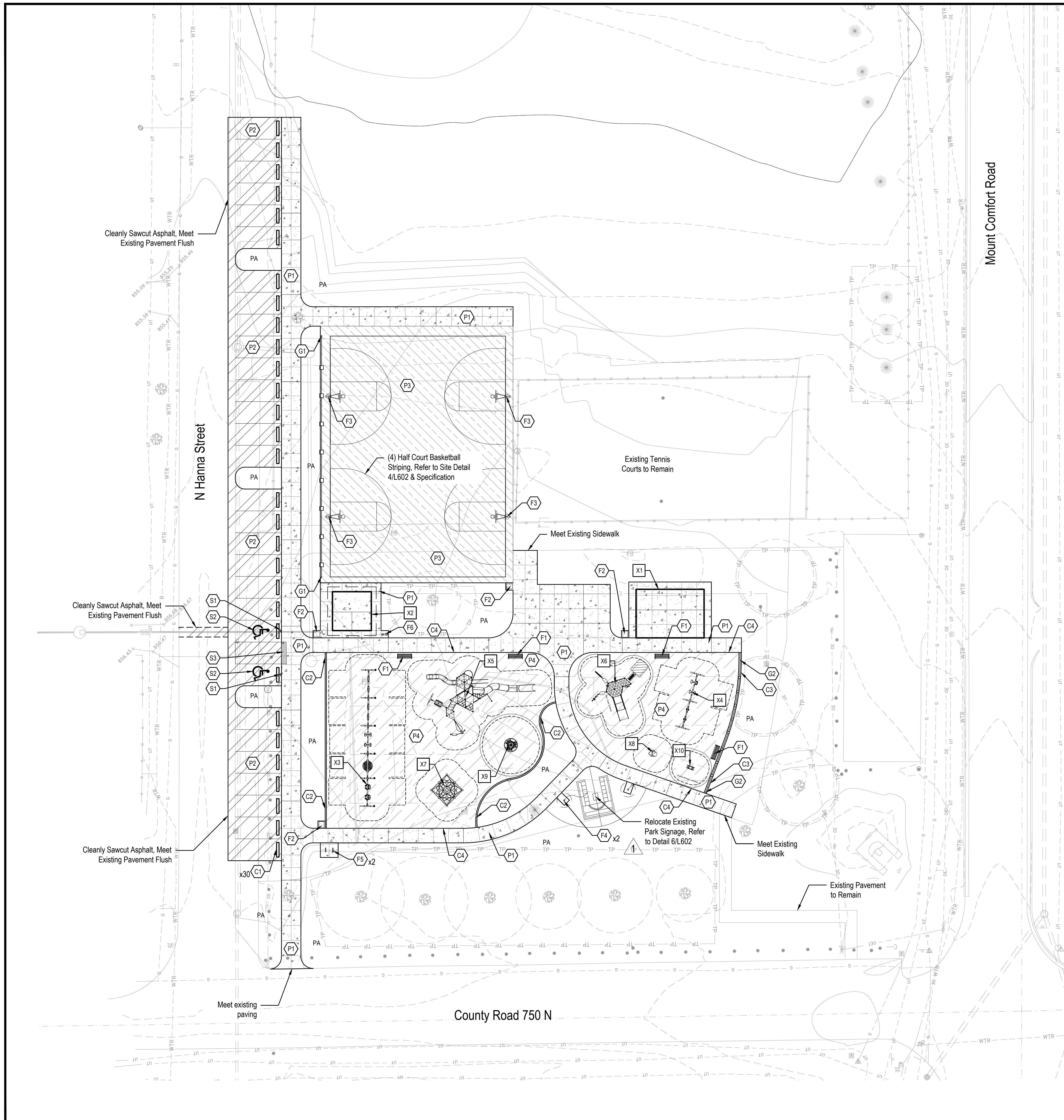
**PROJECT DESCRIPTION**  
 RENOVATIONS TO OLD SCHOOL PARK, INCLUDING:  
 • UPDATED PLAY AREA  
 • NEW BASKET BALL COURT  
 • PARKING ALONG HANNA STREET

**LAND DESCRIPTION**  
 FROM GIS:  
 SEC 26 T17N R17E SE  
 PARCEL #: 30-01-26-103-025.000-018

**CONTACT INFORMATION**  
 Owner: Town of McCordsville  
 6280 W 800 N  
 McCordsville, IN 46055  
 (317) 335-3604  
 Contractor: TBD  
 Civil Engineer: Gonzalo Castro Diaz, P.E.  
 Veridus Group  
 6280 N. Shadeland Ave.  
 Indianapolis, IN 46220  
 (317) 598-6647  
 Landscape Architect: Liz Mooney, PLA, LEED AP, CPSI  
 Context Design  
 5825 Lawton Loop East Drive  
 Indianapolis, IN 46216  
 (317) 485-6900

**UTILITY STATEMENT**  
 The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantees that the underground utilities comprise all such utilities in the area, either in-service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although the surveyor does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities.





PLAYGROUND FEATURES - Specification 11 68 11	
KEY	DESCRIPTION / REFERENCE
X1	OPEN-AIR SHELTER, Refer to Sheet L603 OWNER PROVIDED AND CONTRACTOR INSTALLED
X2	PRE-FABRICATED RESTROOM FACILITY, Refer to Sheet L603 OWNER PROVIDED AND CONTRACTOR INSTALLED
X3	CUSTOM 5 BAY SWING, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED
X4	CUSTOM 2 BAY SWING, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED
X5	GIANT L. SENSORY, PCT111831, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED
X6	PLAY TOWER W RAMP AND SHADE, PCM714362 OWNER PROVIDED AND CONTRACTOR INSTALLED
X7	CUBITE CLIMBER, COR48330, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED
X8	ROCK CLIMBER OWNER PROVIDED AND CONTRACTOR INSTALLED
X9	INCLUSIVE TWISTER, COR20330, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED
X10	DOUBLE SPRINGER, KPL121, KOMPAN OWNER PROVIDED AND CONTRACTOR INSTALLED

PLANTING	
KEY	DESCRIPTION / REFERENCE
PA	PLANTED AREA

CURBS	
KEY	DESCRIPTION / REFERENCE
C1	WHEEL STOP REFER TO DETAIL 5/L600 & SPECIFICATION 03 30 01
C2	CURB, 6" PLAYGROUND REFER TO DETAIL 3/L602 & SPECIFICATION 03 30 01
C3	PLAYGROUND PERIMETER NAILER CURB WITH EMBEDDED FENCE REFER TO DETAIL 4/L600 & SPECIFICATION 03 30 01
C4	CURB, SIDEWALK TURNDOWN AT PLAYGROUND REFER TO DETAIL 2/L602 & SPECIFICATION 03 30 01

PAVEMENT	
KEY	DESCRIPTION / REFERENCE
P1	STANDARD CONCRETE PAVEMENT REFER TO SITE DETAIL 1/2/L600 & SPECIFICATION 32 13 16
P2	HEAVY DUTY ASPHALT PAVEMENT REFER TO CIVIL & TOWN STANDARD DETAILS
P3	BASKETBALL COURT ASPHALT PAVEMENT REFER TO SITE DETAIL 3/L600 & SPECIFICATION 32 12 16
P4	PLAYSURFACE, POURED IN PLACE REFER TO SITE DETAIL 1/L602 & SPECIFICATION 32 18 16

SIGNAGE	
KEY	DESCRIPTION / REFERENCE
S1	ADA ACCESSIBLE PARKING SIGN REFER TO SITE DETAIL 2/L601
S2	ACCESSIBLE PARKING STRIPING & SYMBOL REFER TO SITE DETAIL 143/L601
S3	TRUNCATED DOME W/ NO RAMP CONDITION REFER TO SITE DETAIL 5/L602

SITE FURNISHINGS	
KEY	DESCRIPTION / REFERENCE
F1	BENCH, FORMS AND SURFACES REFER TO SPECIFICATION 32 33 00
	TRASH RECEPTACLE SPECIFICATION 32 33 00
	BASKETBALL GOAL, NON-ADJUSTABLE W/ BREAKAWAY RIM & GLASS BACKBOARD REFER TO SPECIFICATION 32 33 00
	FLAG POLE REFER TO SITE DETAIL 6/L600 & SPECIFICATION 32 33 00
	BIKE RACK REFER TO SITE DETAIL 4/L601 & SPECIFICATION 32 33 00
F6	DRINKING FOUNTAIN REFER TO SPECIFICATION 32 33 00

GATES & FENCING	
KEY	DESCRIPTION / REFERENCE
G1	12' HT. CHAIN LINK FENCE, BLACK VINYL COATED REFER TO SPECIFICATION 32 31 13
G2	4' ORNAMENTAL FENCE REFER TO SITE DETAIL 5/L601 & SPECIFICATION 32 31 13



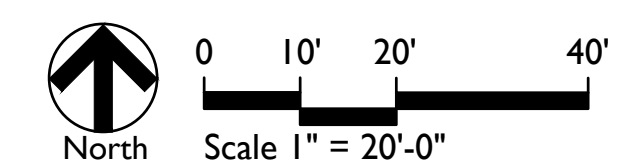
Bid Documents  
**OLD SCHOOL PARK - PHASE I**  
 McCordsville, Indiana  
**Materials Plan**

Revision	Date	Description
1	05/30/2024	Addendum 2

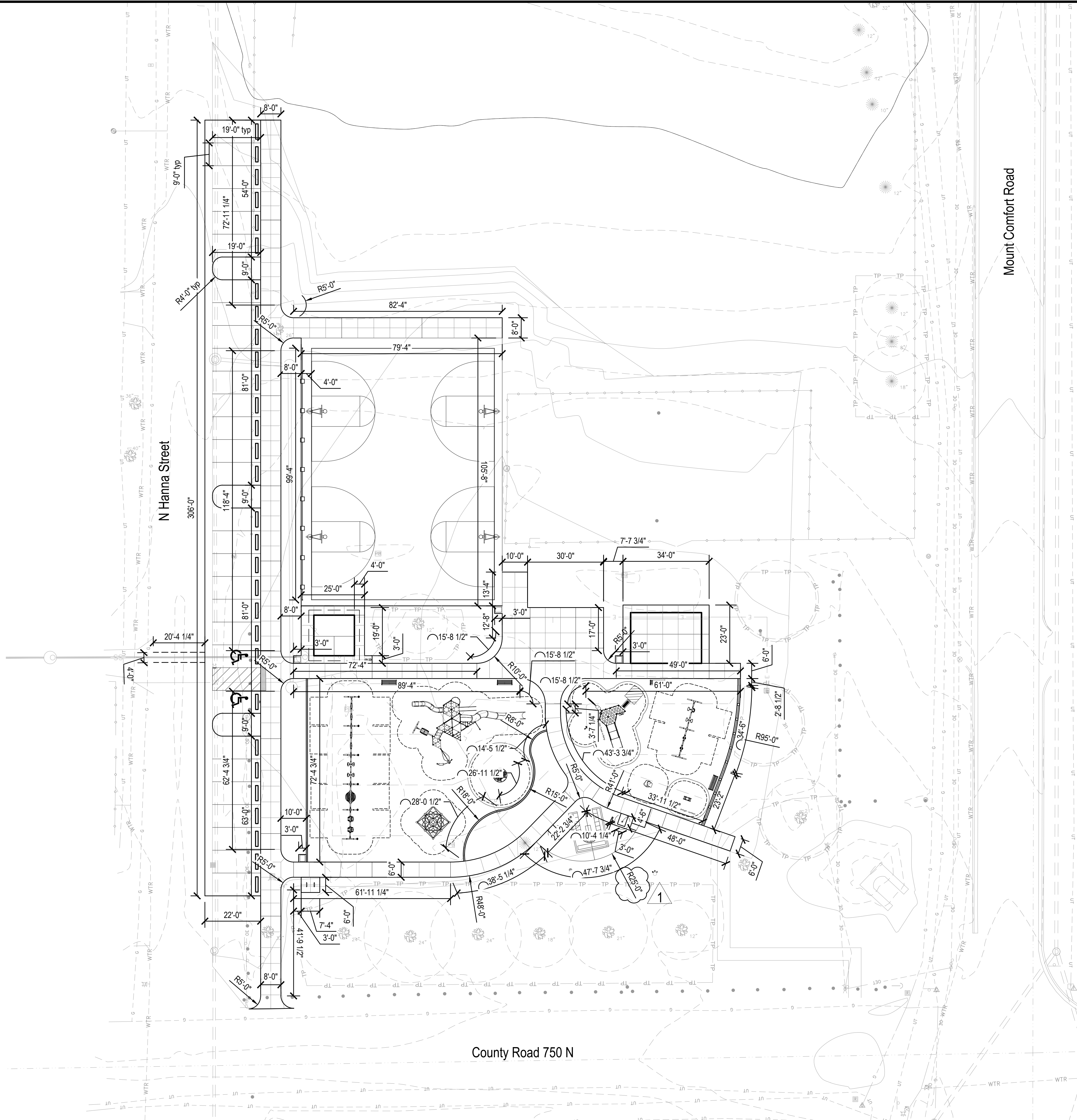
Date: 2024-05-10  
 Project No: 24-1727  
 Drawn by: DC  
 Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall be used only with respect to this Project and are not to be used on any other Project or Work without prior written permission from the Landscape Architect.

Sheet No:  
**L101**







### LAYOUT NOTES

1. Dimensions are shown to Face of Curb unless otherwise noted.
2. Contractor shall coordinate final joint locations in the field with the Landscape Architect. Align to existing conditions when practical, including at building and wall corners, connections to existing work, and to centerlines of doors.
3. Space control joints evenly between all bands and expansion joints as shown, unless otherwise dimensioned. Space interim joints equally whenever possible.
4. Digital AutoCAD files will be provided to the successful bidder as a courtesy to assist with field layout. The Contractor maintains all responsibility for the use, accuracy, and confirmation of such data.
5. All pavement striping shown shall adhere to Specifications. The Contractor shall include in their bid any miscellaneous copy, striping, or curb painting that may be requested by the Fire Marshal.
6. All disturbed areas not proposed to receive pavements shall be dressed with topsoil and seeded per Specifications.
7. Contractor shall provide and install One (1) Accessible Parking Sign per accessible parking space indicated in plans. Coordinate final location in the field with Landscape Architect.

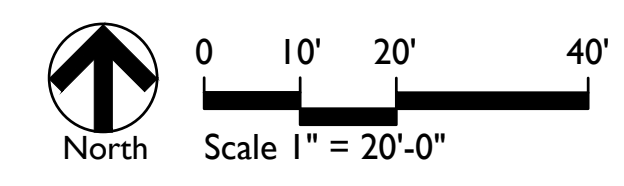


Bid Documents  
**OLD SCHOOL PARK - PHASE I**  
McCordsville, Indiana  
Layout Plan

Revision	Date	Description
1	05/30/2024	Addendum 2

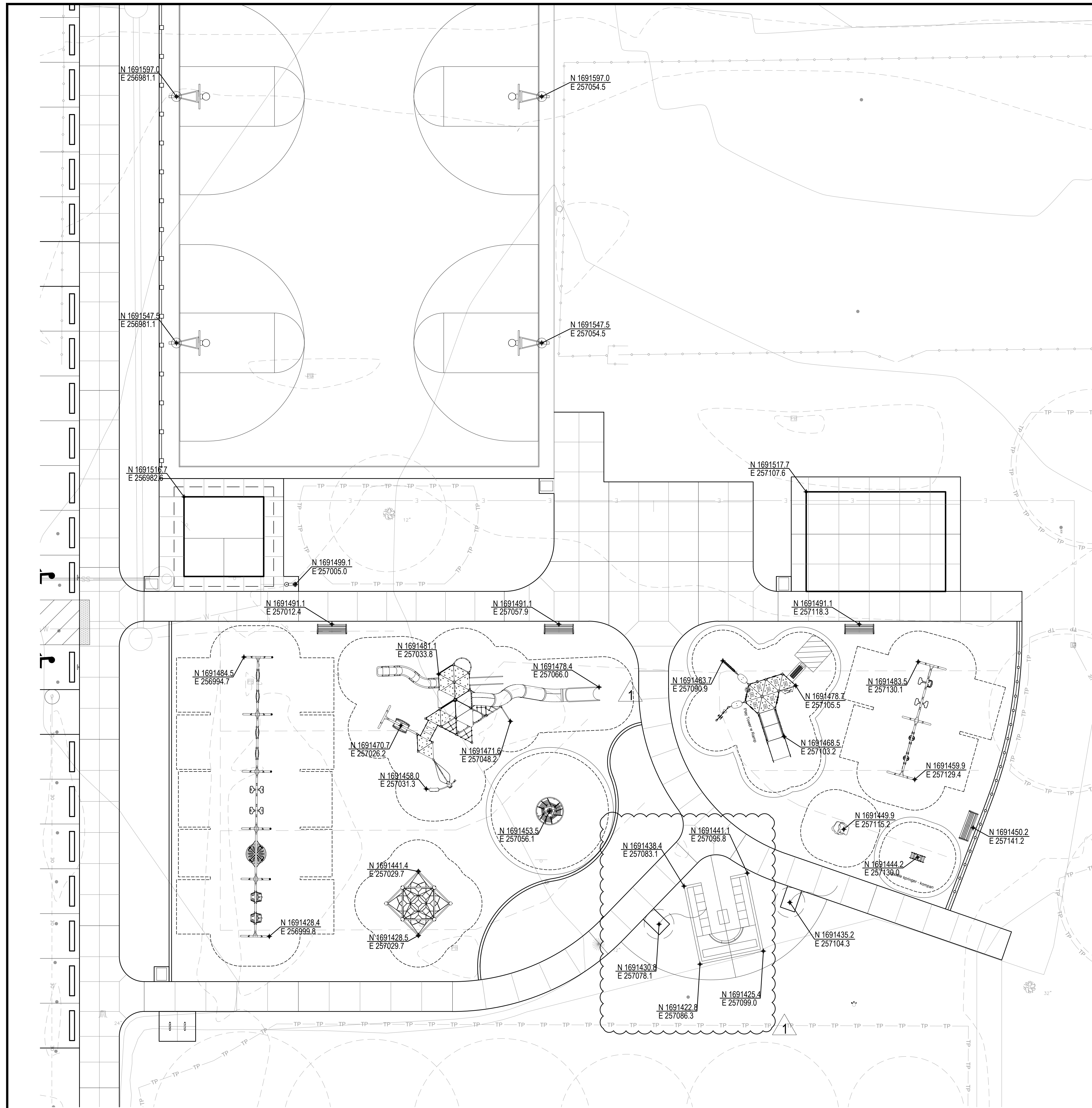
Date: 2024-05-10  
Project No: 24-1727  
Drawn by: DC  
Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall be used only with respect to this Project and are not to be used on any other Project or work without prior written permission from the Landscape Architect.



Sheet No:  
**L201**





### LAYOUT NOTES

1. Dimensions are shown to Face of Curb unless otherwise noted.
2. Contractor shall coordinate final joint locations in the field with the Landscape Architect. Align to existing conditions when practical, including at building and wall corners, connections to existing work, and to centerlines of doors.
3. Space control joints evenly between all bands and expansion joints as shown, unless otherwise dimensioned. Space interim joints equally whenever possible.
4. Digital AutoCAD files will be provided to the successful bidder as a courtesy to assist with field layout. The Contractor maintains all responsibility for the use, accuracy, and confirmation of such data.
5. All pavement striping shown shall adhere to Specifications. The Contractor shall include in their bid any miscellaneous copy, striping, or curb painting that may be requested by the Fire Marshal.
6. All disturbed areas not proposed to receive pavements shall be dressed with topsoil and seeded per Specifications.
7. Contractor shall provide and install One (1) Accessible Parking Sign per accessible parking space indicated in plans. Coordinate final location in the field with Landscape Architect.



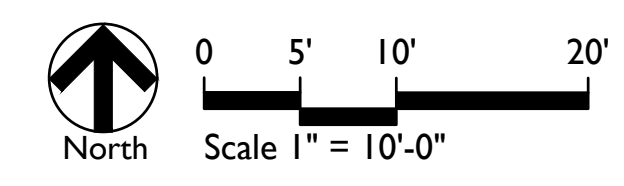
Bid Documents  
**OLD SCHOOL PARK - PHASE I**  
 McCordsville, Indiana  
**Playground Equipment Layout Plan**

Revision	Date	Description
1	05/30/2024	Amendment 2

Date: 2024-05-10  
 Project No: 24-1727  
 Drawn by: DC  
 Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall not be used on any other Project or Work without prior written permission from the Landscape Architect.

Sheet No:  
**L203**





# GENERAL LANDSCAPE AND PLANTING NOTES

1. Refer to Project Manual for Planting Specifications and Topsoil requirements. Refer to Plant Schedule and Planting Details for additional information.
2. All materials are subject to the approval of the Landscape Architect and Owner at any time. Landscape Architect to inspect all plant locations and plant bed conditions prior to installation. On-site adjustments may be required.
3. Rootballs shall meet or exceed size standards as set forth in 'American Standards for Nursery Stock'. MAIN LEADERS OF ALL TREES SHALL REMAIN INTACT.
4. Remove from the site any plant material that turns brown or defoliates within five (5) days after planting. Replace immediately with approved, specified material.
5. Plant counts indicated on drawings are for Landscape Architect's use only. Contractor shall make own plant quantity takeoffs using drawings, specifications, and plant schedule requirements (i.e., spacing), unless otherwise directed by Landscape Architect. Contractor to verify bed measurements and install appropriate quantities as governed by plant spacing per schedule. Plant material quantities shown on plan are minimum quantities. Additional material may be needed to meet spacing requirements and field conditions.
6. Seed all areas disturbed by construction activities that are not otherwise noted to receive pavement, planting bed, or sod treatment.
7. The Contractor shall install and/or amend topsoil in all proposed bed areas to meet Specifications. Contractor shall coordinate quantity and placement of topsoil. Landscaper shall verify depth of topsoil prior to plant installation. (Refer to specifications for topsoil source and placement requirements)
8. All tree locations shall be marked with 2x2" stakes prior to planting for review and approval by the Landscape Architect. Any plant material installed in an incorrect location, by the judgment of the Landscape Architect, shall be reinstalled at the Contractor's expense.
9. All plant beds shall receive 3" minimum of shredded hardwood bark mulch (unless otherwise noted).
10. Verify all utility locations in the field prior to beginning work. Repair all damaged utilities to Owner's satisfaction at no additional cost.
11. The Contractor shall maintain all plant material and lawns until the project is fully accepted by the Landscape Architect, unless otherwise noted.
12. All workmanship and materials shall be guaranteed by the Contractor for a period of one calendar year after Final Acceptance.
13. Install all plant material in accordance with all local codes and ordinances. Coordinate with the Owner to obtain any required permits necessary to complete work.
14. Contractor shall test all tree pits for drainage. Any tree pit that holds water for more than 24 hours shall be installed using tree pit drainage.
15. Tree Protection Fencing is the responsibility of the Contractor. Minimum protected area shall include the full drip line of the canopy. NO construction activities, material storage, etc. may occur within that area. The Contractor shall ensure that no soil compaction or tree damage occurs in any Protected areas, at any time during the construction process.
16. Trees shall be matched in groups unless otherwise noted.



5825 Lawton Loop E. Dr. | Indianapolis, IN 46216  
317-485-6900 | www.context-design.com

Certified by



Bid Documents  
OLD SCHOOL PARK - PHASE I  
McCordsville, Indiana

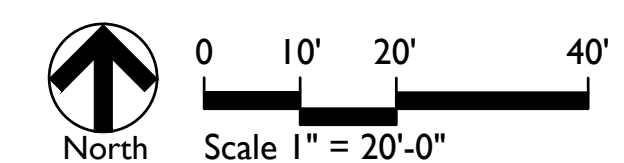
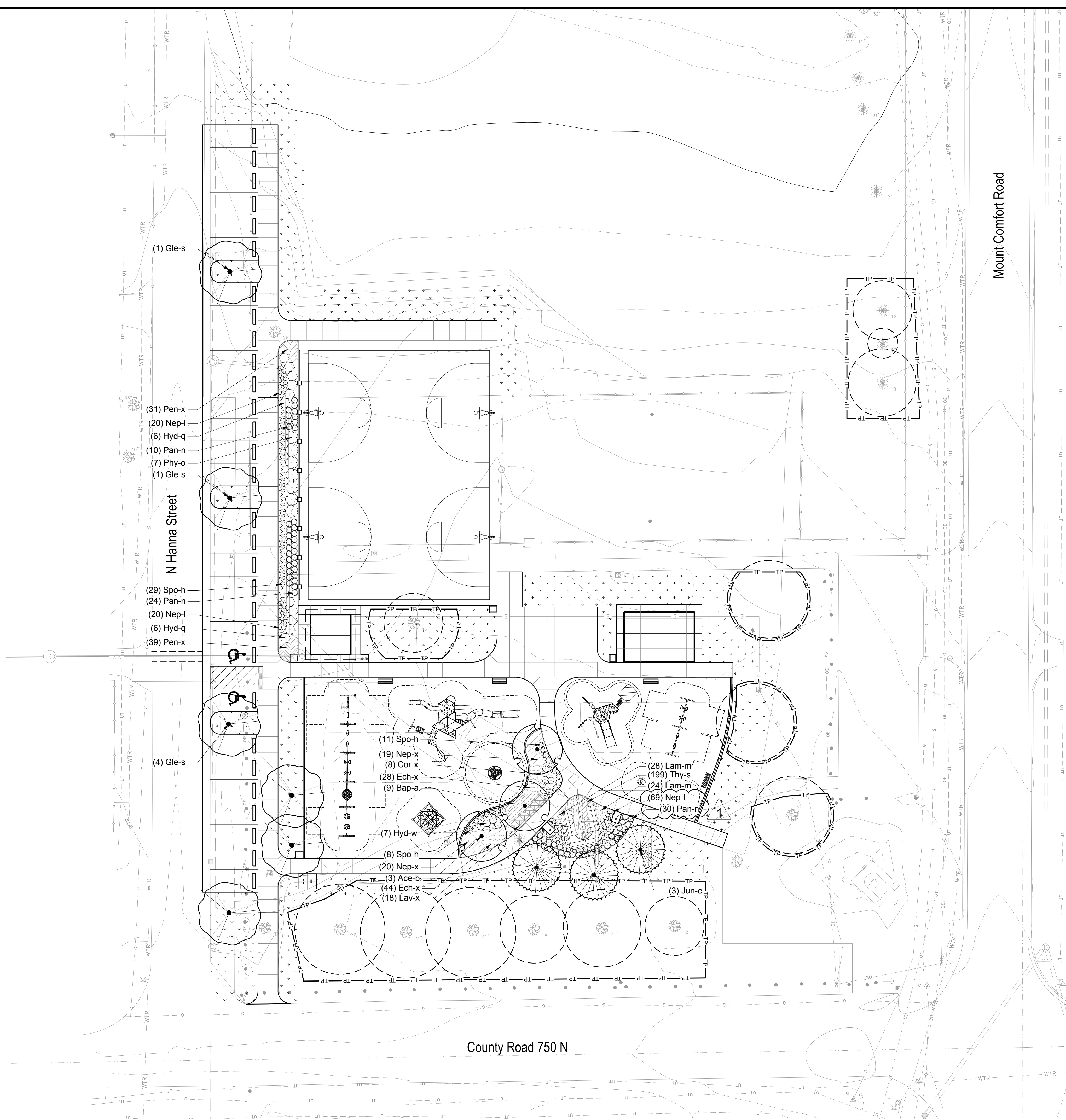
Planting Plan

Revision	Date	Description
1	05/30/2024	Addendum 2

Date: 2024-05-10  
Project No: 24-1727  
Drawn by: DC  
Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall not be used on any other Project or work without prior written permission from the Landscape Architect.

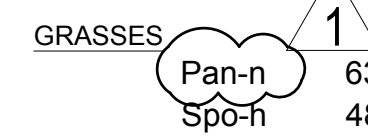
Sheet No:  
**L401**



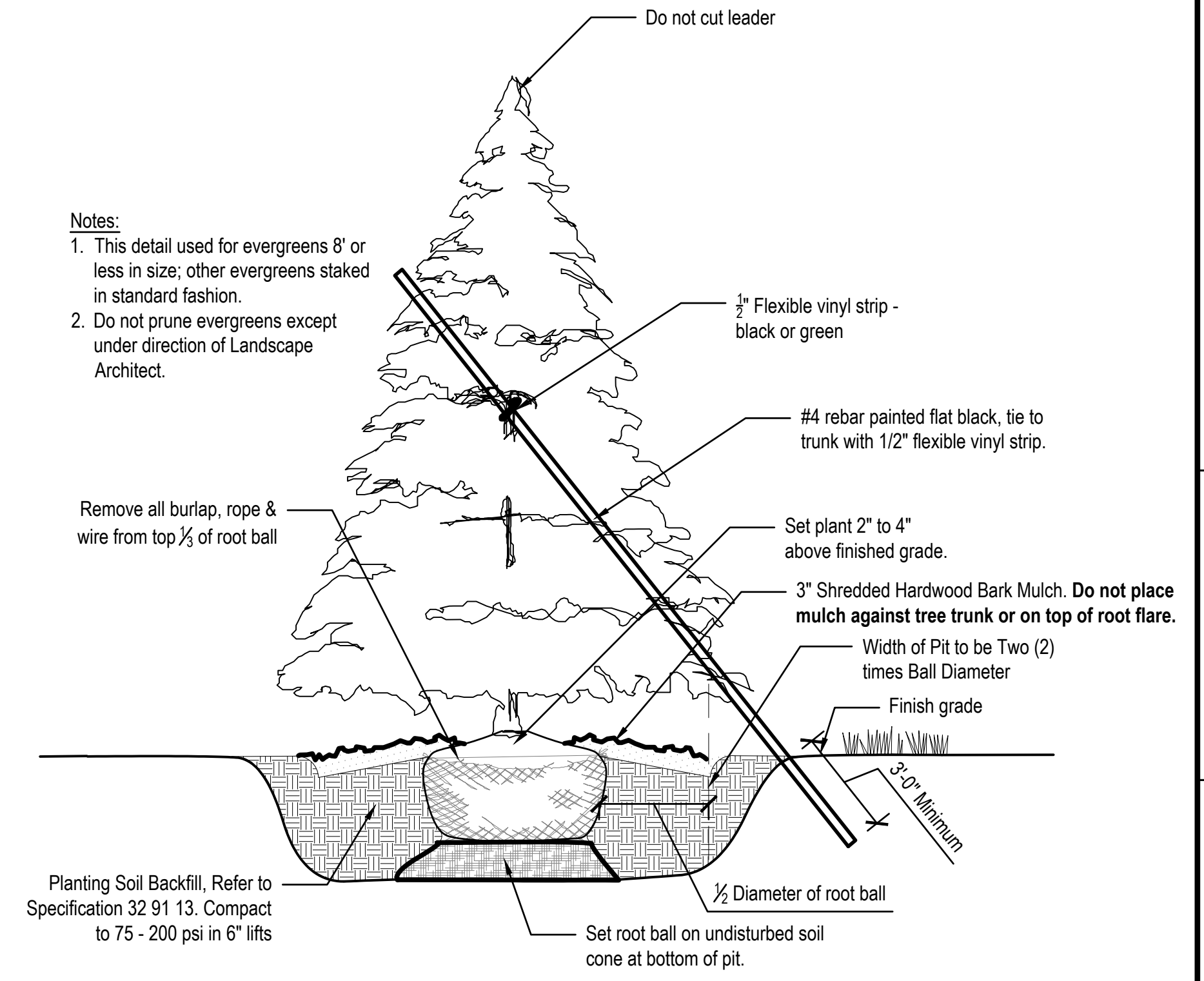


PLANT SCHEDULE

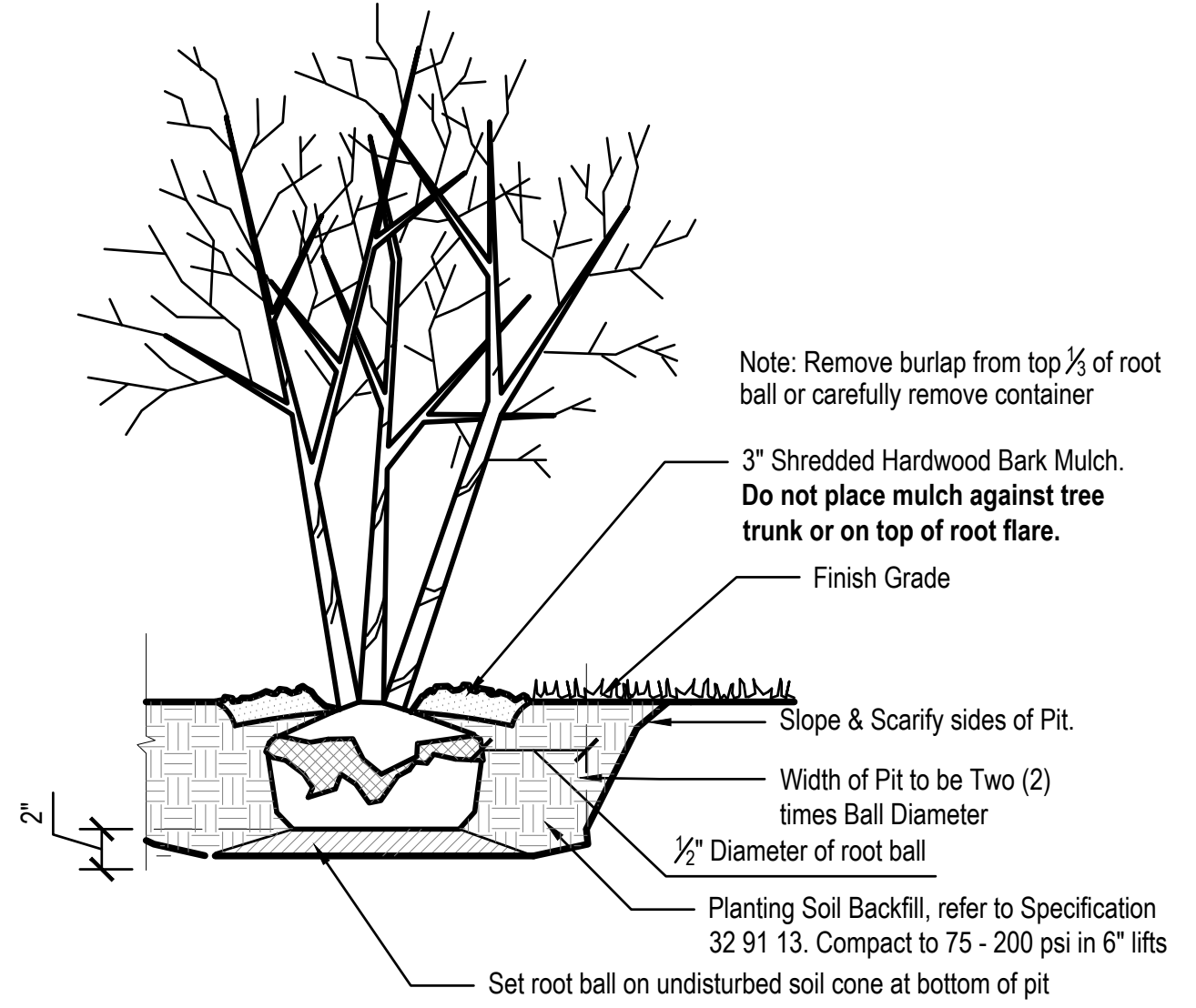
CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	CAL	REMARKS	
<b>EVERGREEN TREES</b>							
Jun-e	3	Juniperus virginiana	Eastern Red Cedar	B & B	min. 6' ht.	full, strong central leader, matched, symmetrical	
<b>DECIDUOUS TREES</b>							
Ace-b	3	Acer x freemanii 'Autumn Blaze'	Autumn Blaze Maple	B & B	2"Cal	full, strong central leader, matched	
Gle-s	6	Gleditsia triacanthos inermis 'Shademaster'	Shademaster Thornless Honeylocust	B & B	2"Cal	full, strong central leader, matched	
CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	HEIGHT	REMARKS	
<b>SHRUBS</b>							
Cor-x	8	Cornus sericea 'Kelsey'	Kelsey Red Twig Dogwood	container	24"	space @ 2'-6" o.c.	
Hyd-q	12	Hydrangea quercifolia	Oakleaf Hydrangea	container	24"	space @ 4'-0" o.c.	
Hyd-w	7	Hydrangea quercifolia 'Pee Wee'	Pee Wee Oakleaf Hydrangea	container	24"	space @ 3'-0" o.c.	
Nep-l	92	Nepeta x faassenii 'Limelight'	Limelight Catmint	1 gal			
Phy-o	7	Physocarpus opulifolius 'Summer Wine'	Summer Wine Ninebark	container	24"	space @ 5'-0" o.c.	
<b>GRASSES</b>							
Pan-n	63	Panicum virgatum 'Northwind'	Northwind Switch Grass	pot	#2	space @ 2'-6" o.c.	
Sp0-f	48	Sporobolus heterolepis	Prairie Dropseed	#1 pot		space @ 2'-6" o.c., triangular spacing	
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	CONT	SPACING	REMARKS
<b>GROUND COVERS</b>							
Ech-x	72	Echinacea x 'Pixie Meadowbrite'	Pixie Meadowbrite Purple Coneflower	#1 pot		space @ 15" o.c., triangular spacing	
Lam-m	52	Lamium maculatum 'Purple Dragon'	Purple Dragon Dead Nettle	#1 pot		space @ 12" o.c., triangular spacing	
Lav-x	18	Lavandula x intermedia 'Violet Intrigue'	Violet Intrigue Lavender	#1 pot		space @ 24" o.c., triangular spacing	
Nep-x	39	Nepeta x faassenii 'Walker's Low'	Walker's Low Catmint	#1 pot		space @ 24" o.c., triangular spacing	
Pen-x	70	Penstemon x 'Dark Towers'	Dark Towers Penstemon	#1 pot		space @ 15" o.c., triangular spacing	
Thy-s	199	Thymus serpyllum	Creeping Thyme	4" pot		space @ 12" o.c., triangular spacing	
<b>GROUND COVERS</b>							
Bap-a	9	Baptisia australis	Blue Wild Indigo	#1 pot		space @ 36" o.c., triangular spacing	



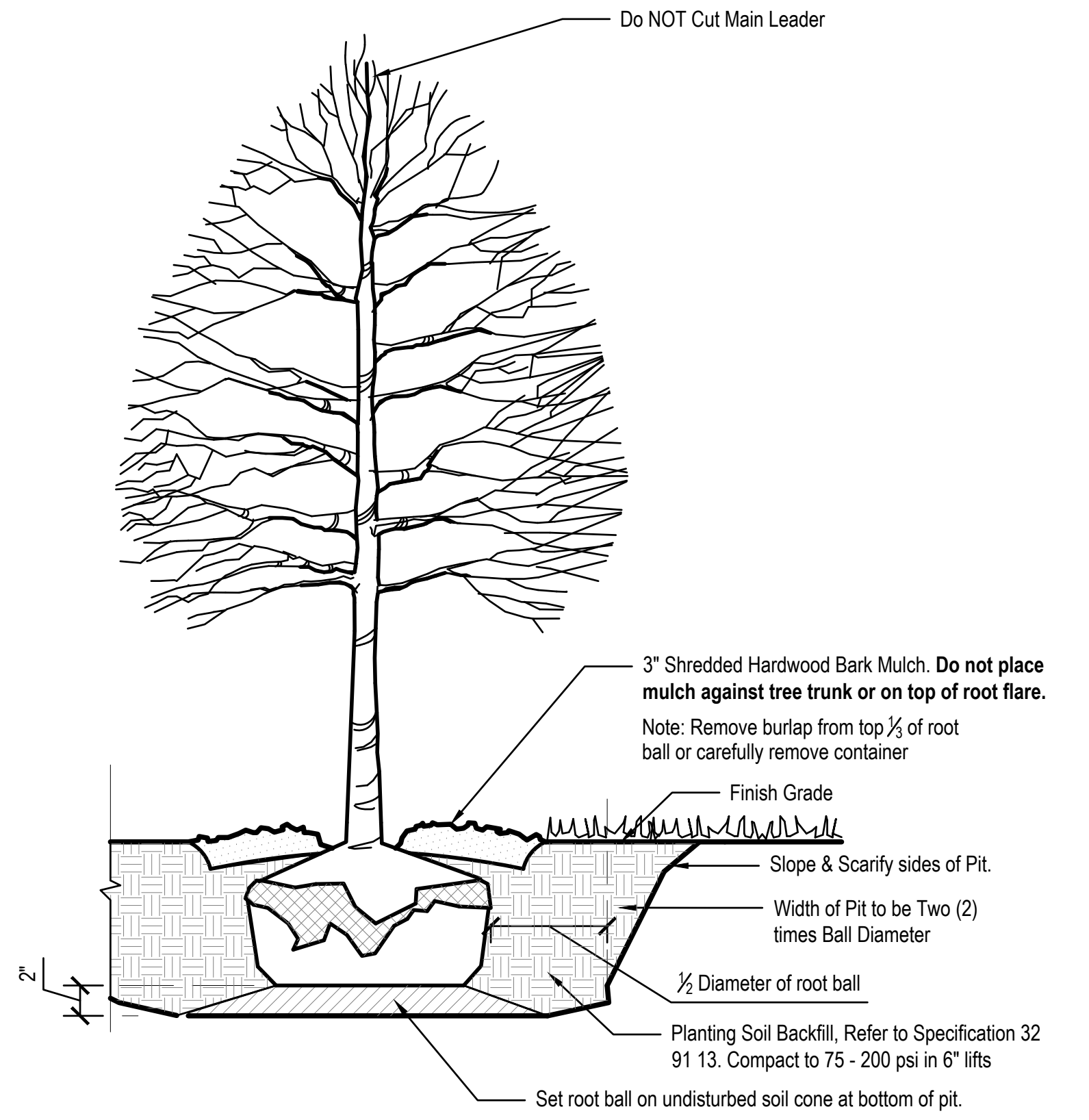
1



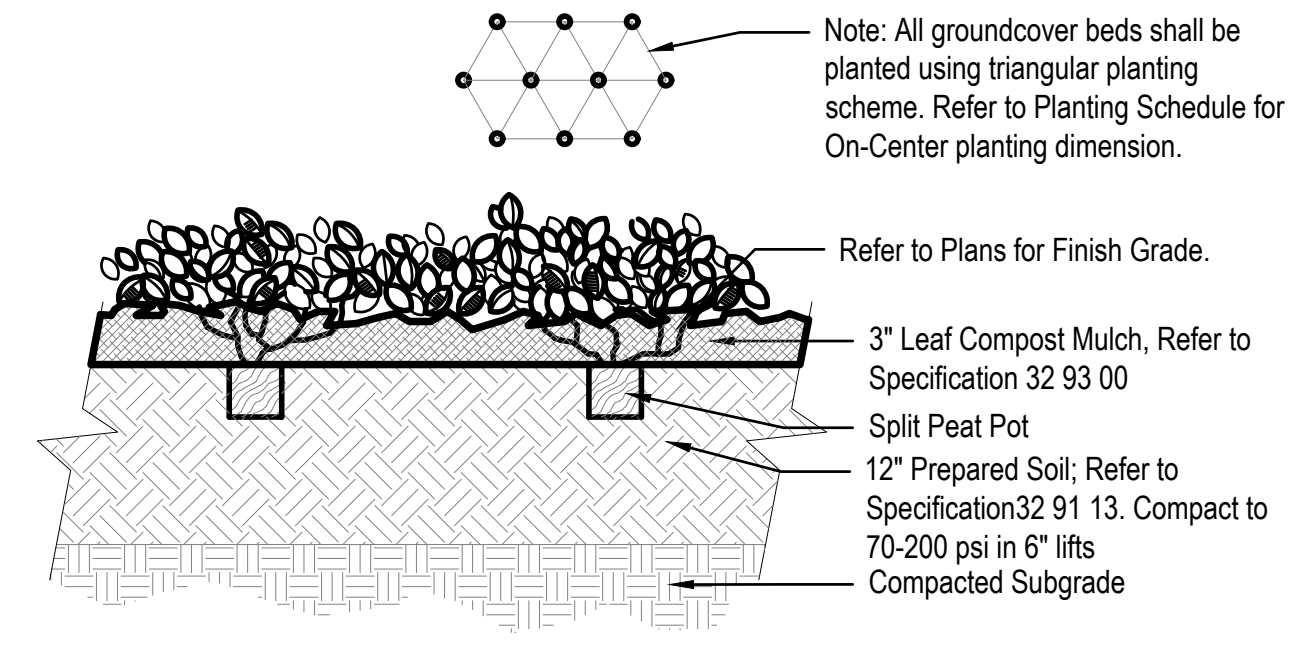
2 EVERGREEN TREE  
Scale: Not to Scale



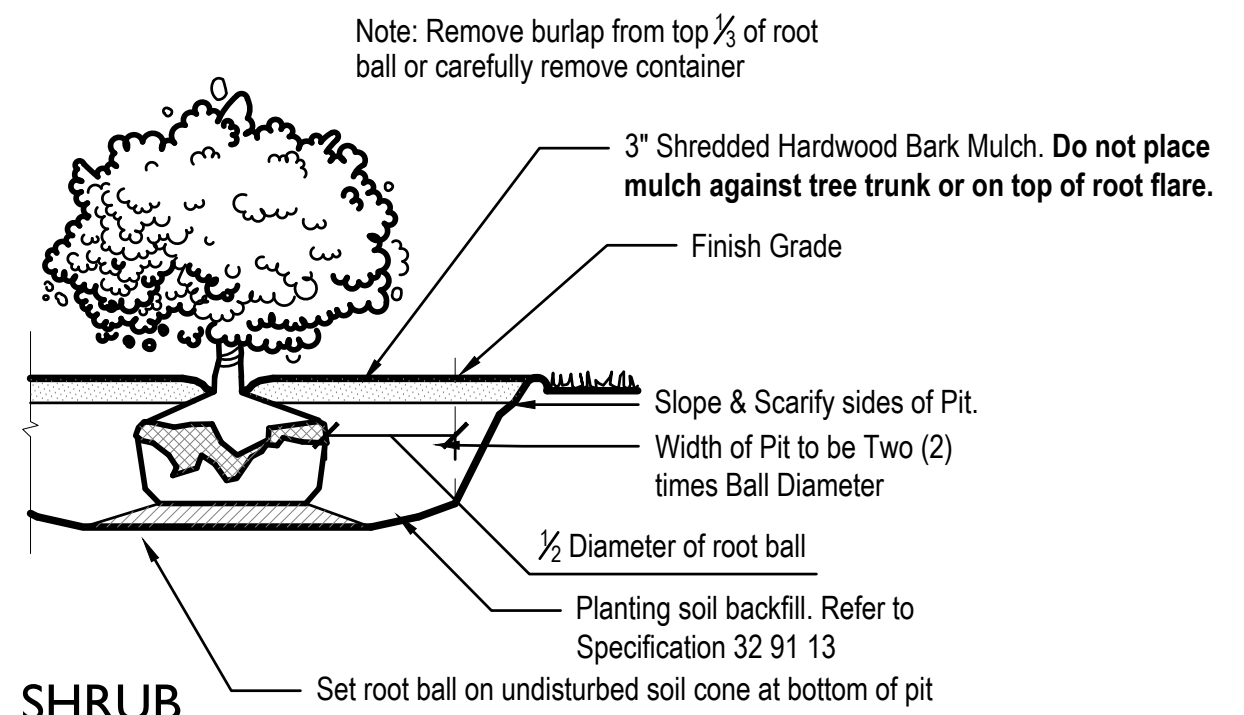
4 MULTI-STEM TREE  
Scale: Not to Scale



1 DECIDUOUS TREE  
Scale: Not to Scale



5 GROUND COVER  
Scale: Not to Scale



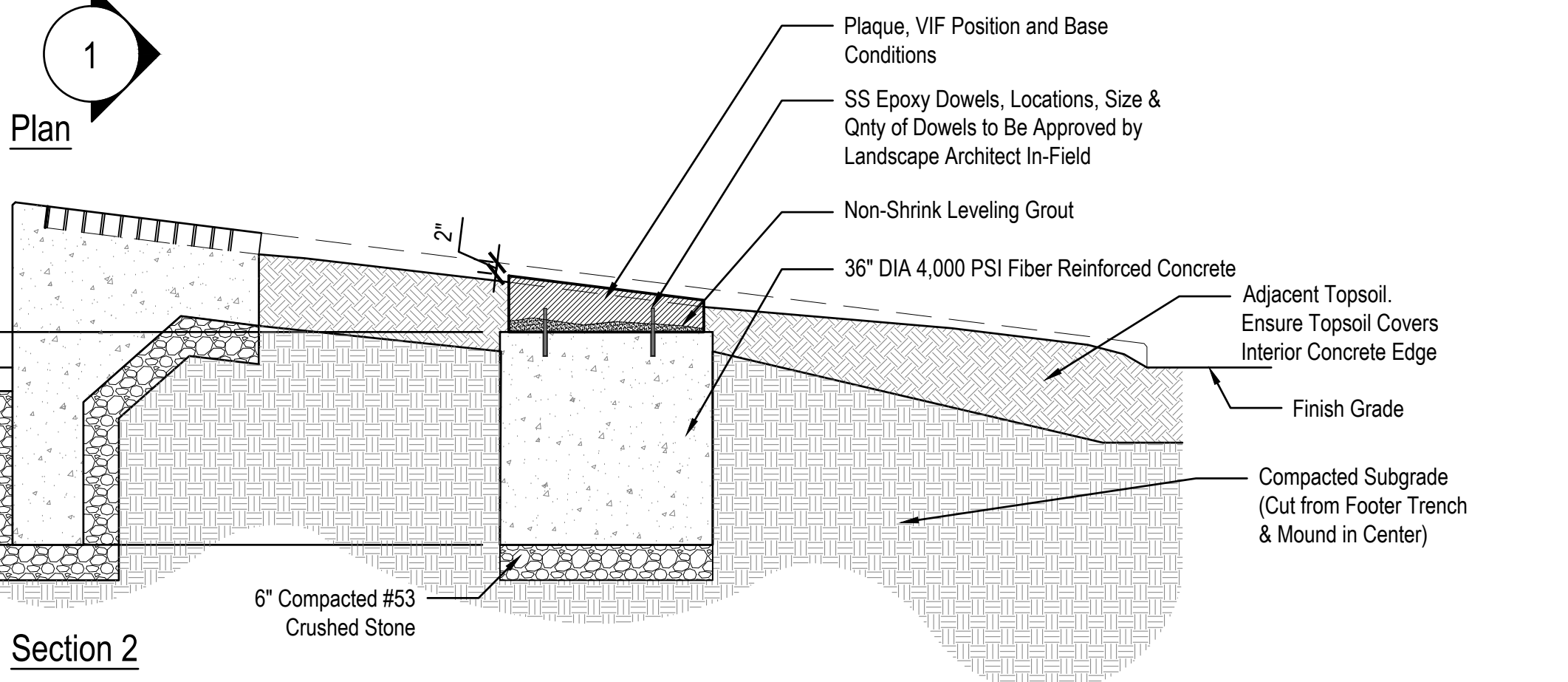
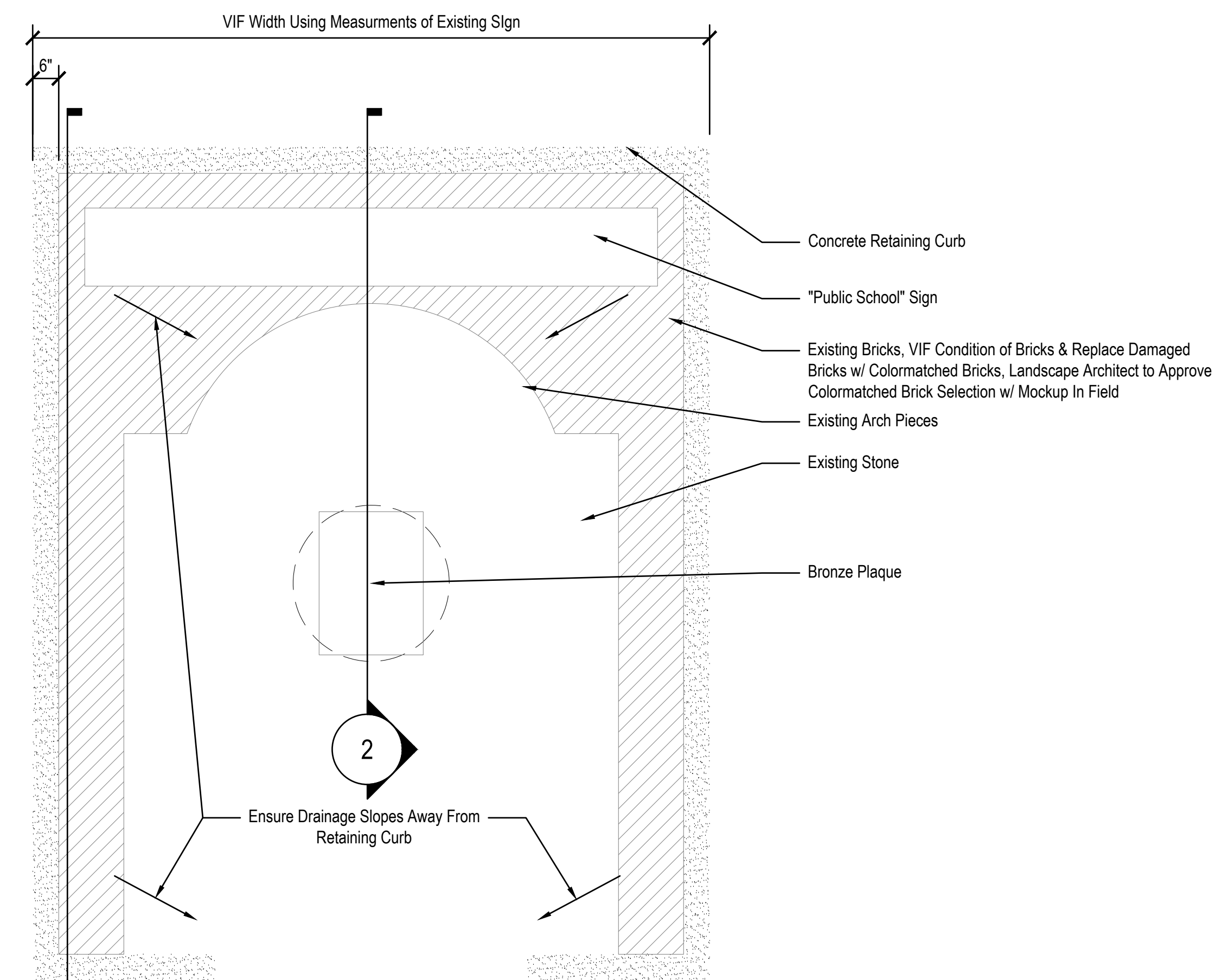
3 SHRUB  
Scale: Not to Scale

Revision	Date	Description

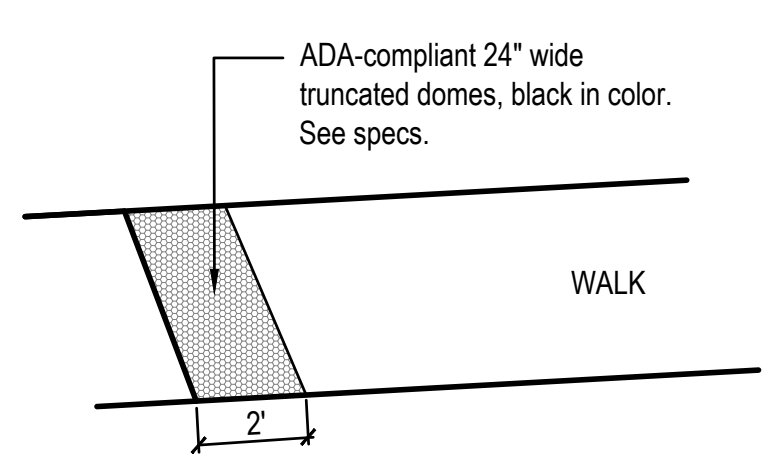
Date: 2024-05-10  
Project No: 24-1727  
Drawn by: DC  
Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall not be used on any other Project or Work without prior written permission from the Landscape Architect.

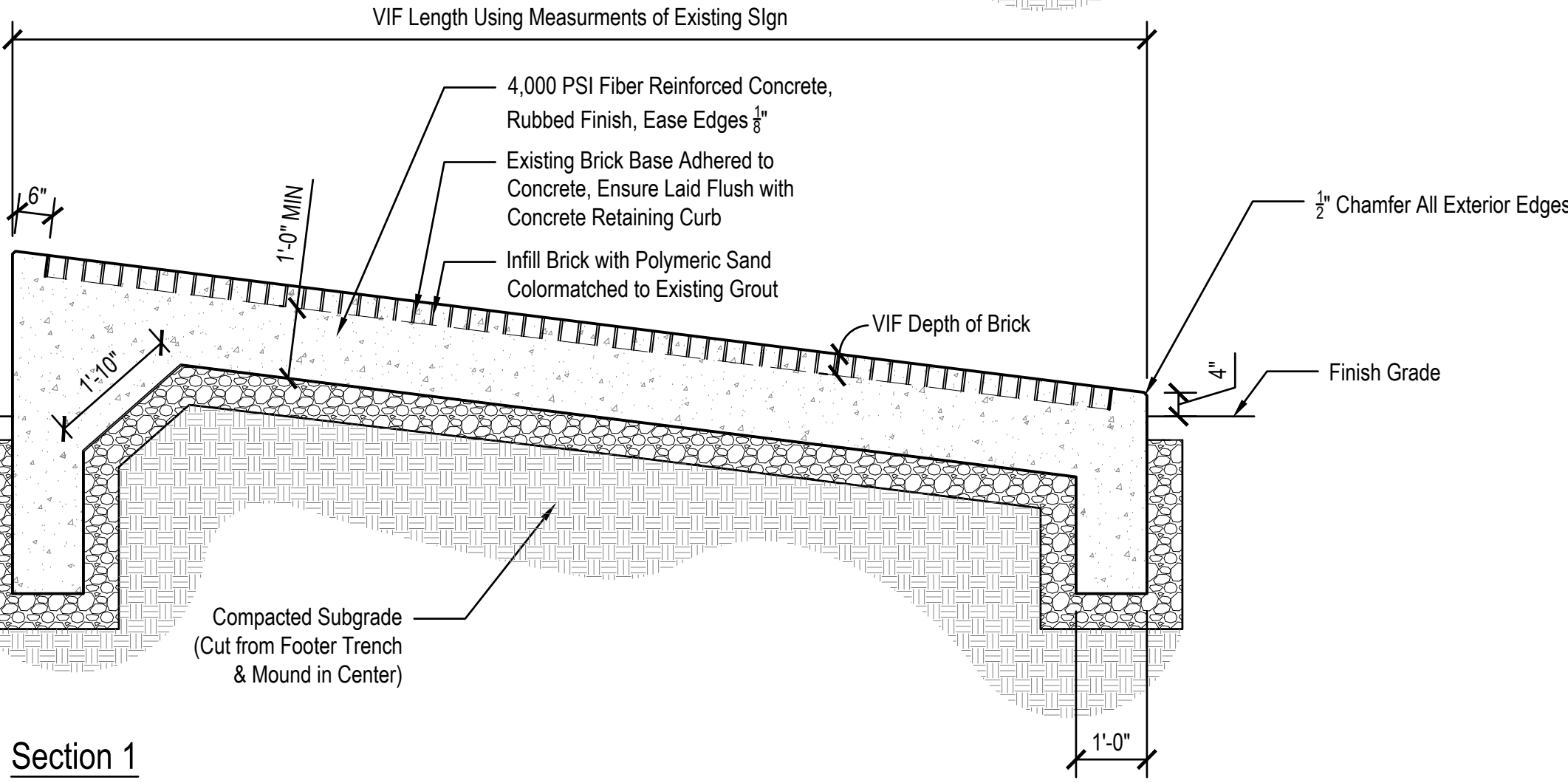




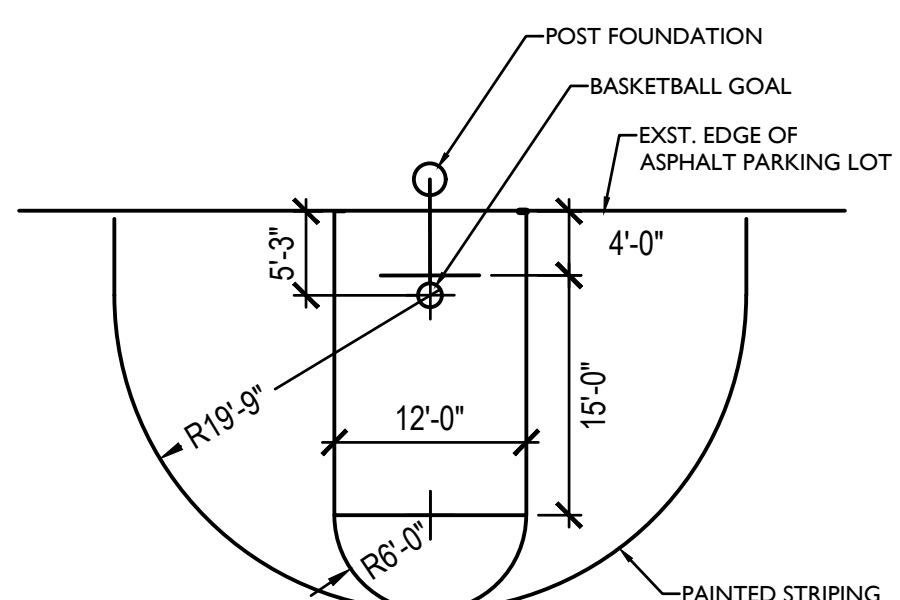
NOTE: The ramp type shown in this detail is a Prototypical Configuration. Minor adjustments may be required to accommodate specific field conditions. Coordinate adjustments and alterations in the field with the Landscape Architect. Ensure that positive drainage is maintained on and around each ramp to prevent birdbaths and ponding.



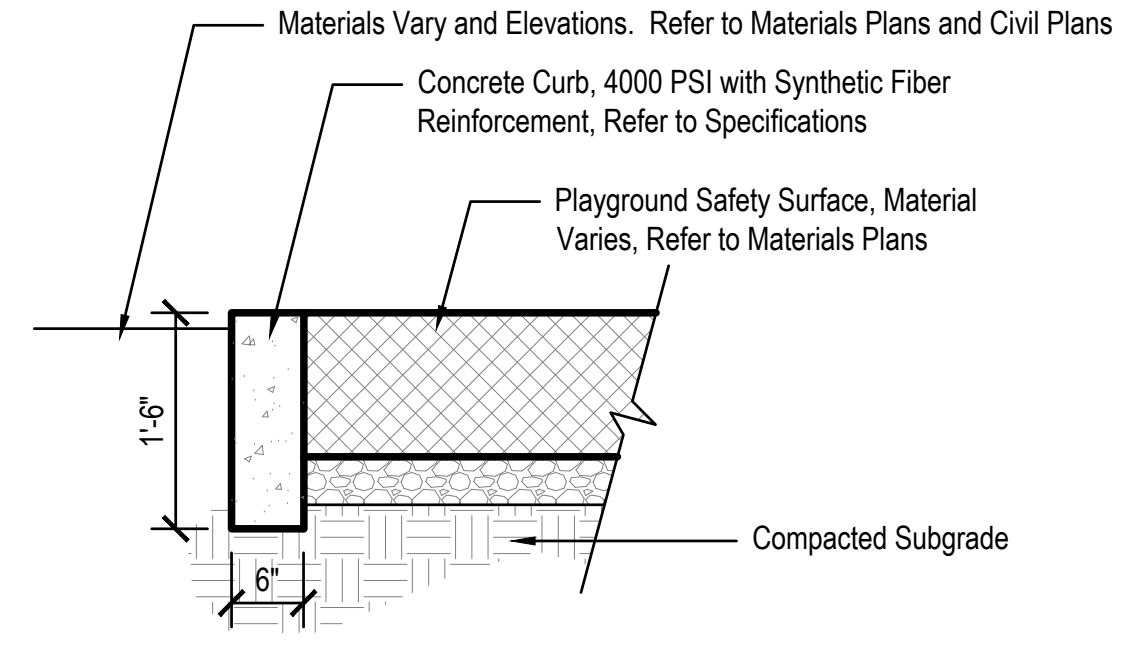
5 TRUNCATED DOMES WITH NO RAMP CONDITION  
Scale: 1/4" = 1'-0"



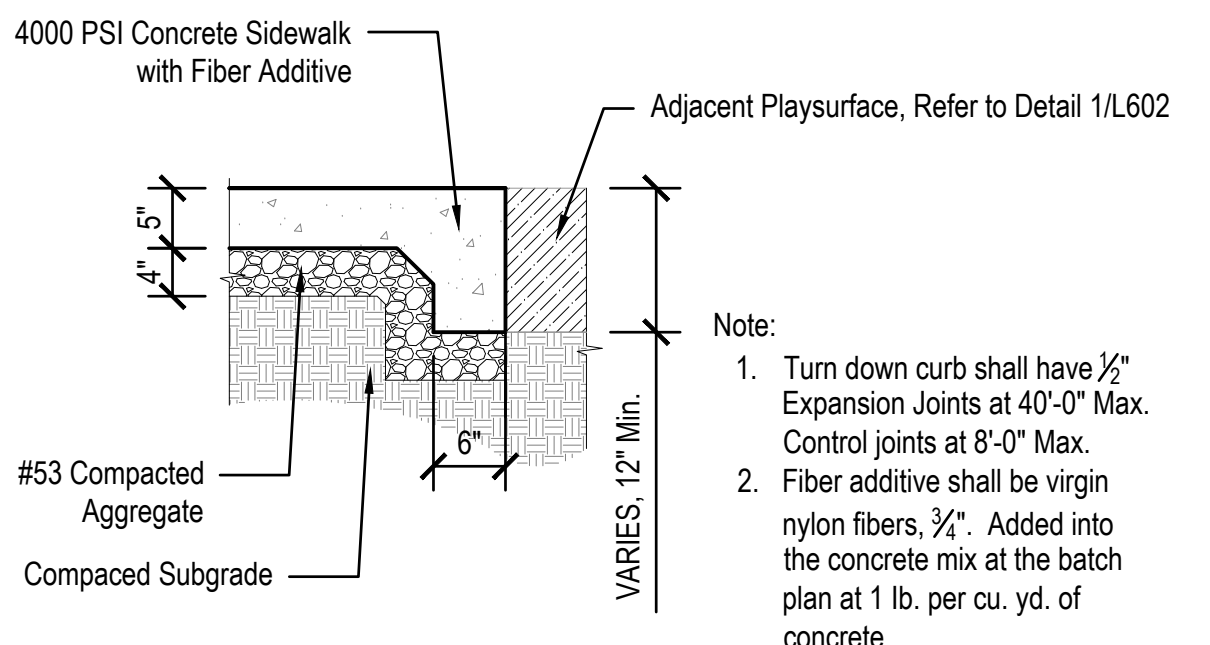
6 SIGN RELOCATION  
Scale: 1/2" = 1'-0"



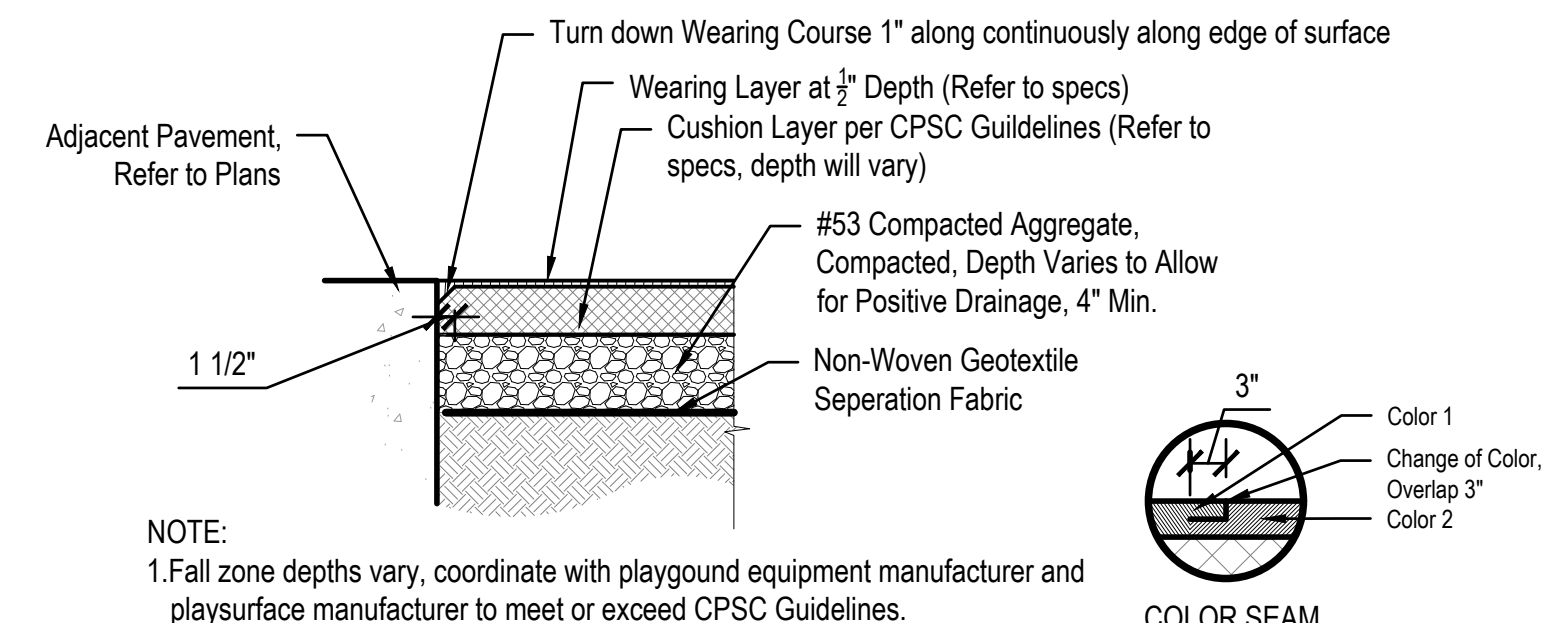
4 HALF COURT BASKETBALL  
Not to scale



3 CURB, 6" PLAYGROUND  
Scale: 3/4" = 1'-0"



2 CURB, SIDEWALK TURNDOWN AT PLAYGROUND  
Scale: 3/4" = 1'-0"



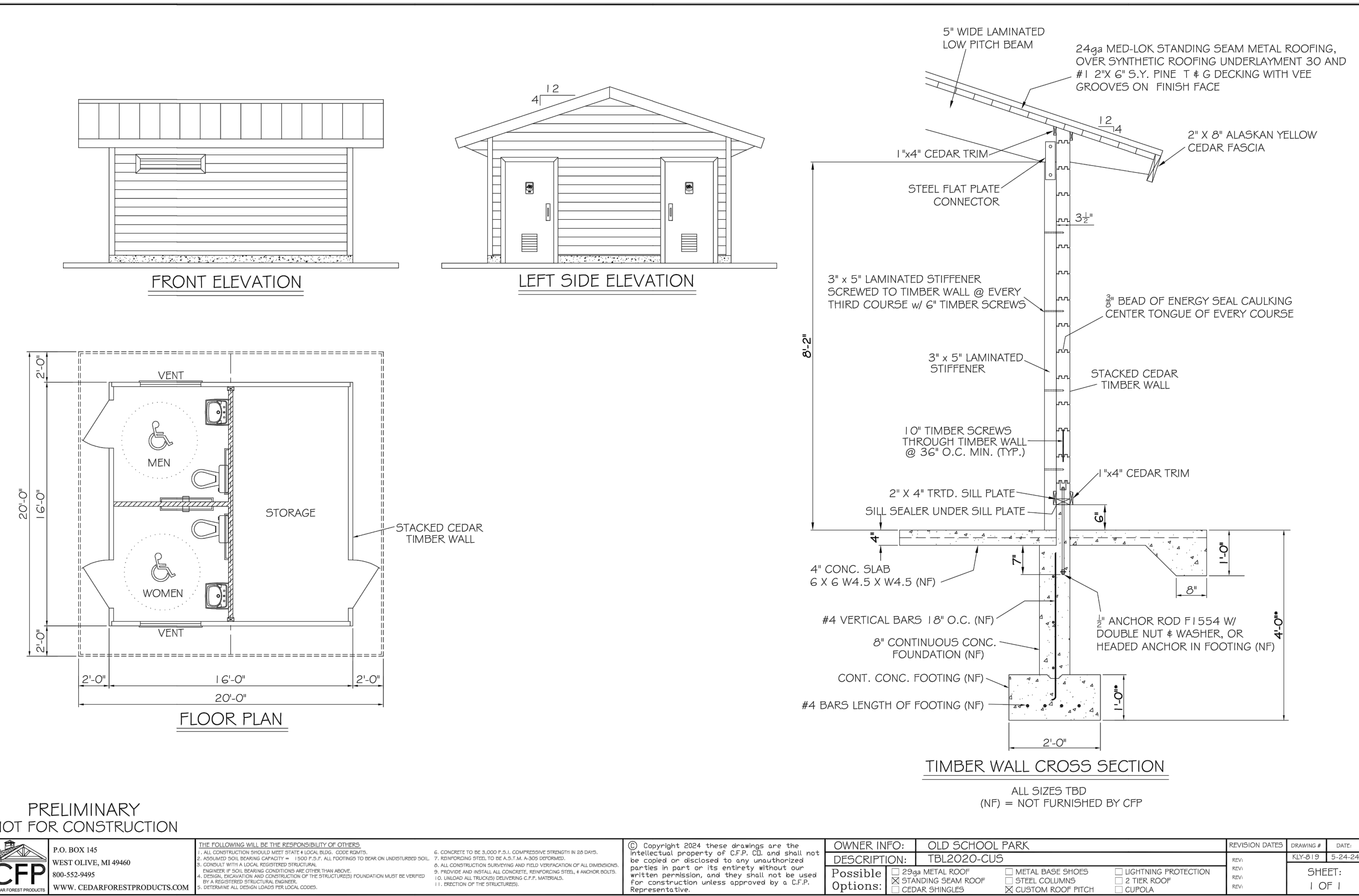
1 PLAYSURFACE, POURED IN PLACE ON AGGREGATE  
Scale: 3/4" = 1'-0"

Revision	Date	Description
1	05/30/2024	Addendum 2

Date: 2024-05-10  
Project No: 24-1727  
Drawn by: DC  
Checked by: LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall be used only with respect to the Project and are not to be used on any other Project or Work without prior written permission from the Landscape Architect.





**SHELTER AND RESTROOM NOTES**

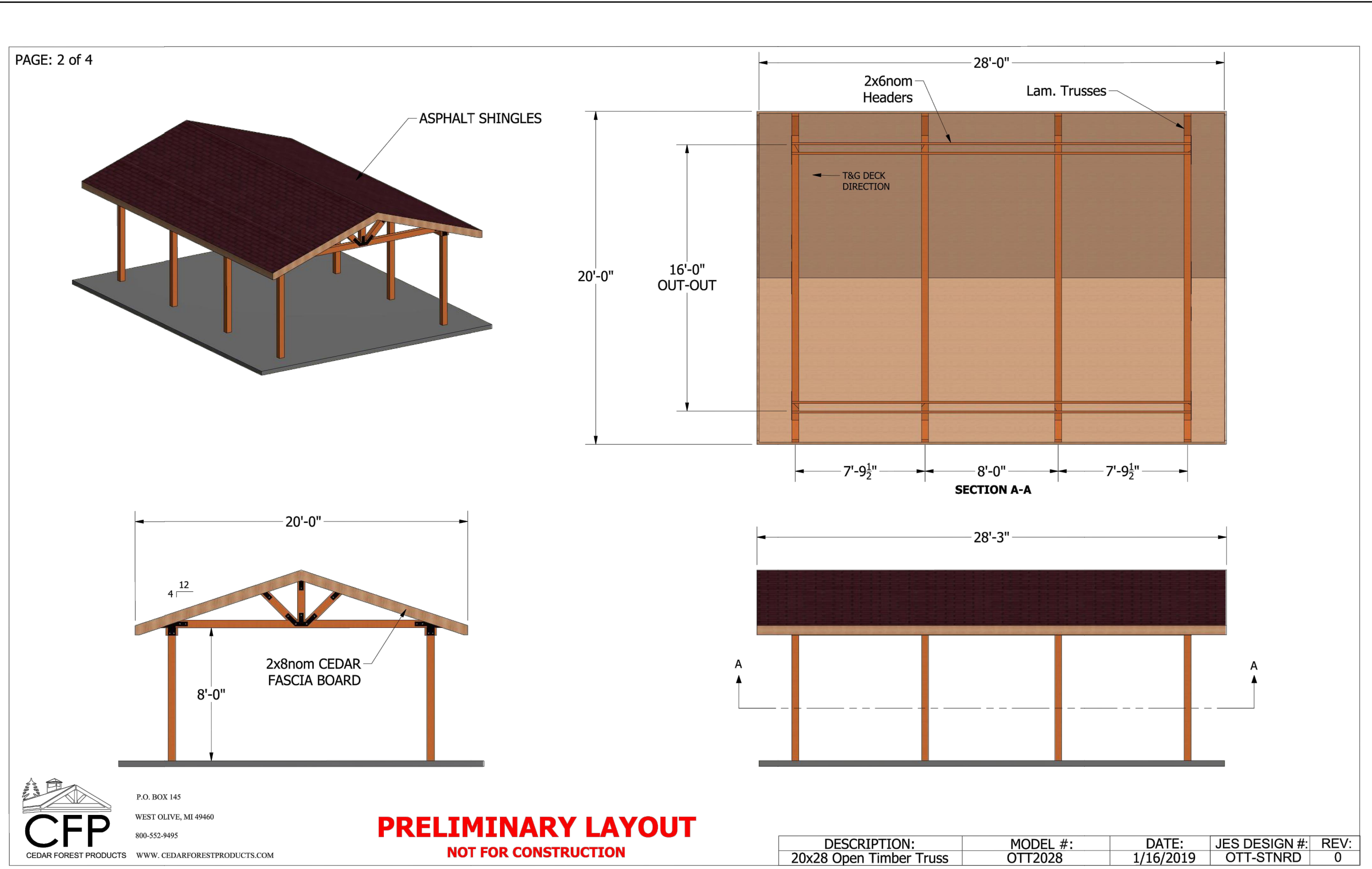
- These are preliminary drawings to be used for pricing. Final engineered drawings will be provided by Owner/Vendor at time of purchase.
  - Refer to Civil for all finish grade and subgrade preparation prior to the production of shop drawings, and installation of structures. Refer to Civil for stage slab spot grades and slopes. Refer to Structure Details for slab thickness and depth to consistent top of footing for all columns.
  - Nothing set forth in these drawings shall release the Contractor from its responsibility to provide appropriate quantities, field measurements, dimensional stability, installation, anchorage, and coordination with all other subcontractors and trades, or release the contractor of responsibility to identify and resolve deviations from the requirements of these documents, or release the contractor of responsibility to alert the architect to errors or omissions contained therein.
  - The Contractor and all its subcontractors shall verify in the field all new and existing applicable conditions, dimensions, relationships, etc. shown in these drawings and as pertinent to the intent of these drawings. Any discrepancy discovered shall be brought to the attention of the Owner/ Architect prior to the commencement of any work affected by, or related to, such discrepancy. The contractor shall be responsible for all costs associated with, or caused by, its failure to comply with this requirement.
- Site MEP and Lighting**
- Refer to Site MEP and Lighting Plans, Details, and Specifications for all site electrical and lighting scope.
  - Finish color of all electrical and lighting boxes, conduit, and associated component shall match the adjacent pavilion material colors.
- Footing/ Foundation Design**
- Footing/ Foundation design within this plan set is by basis of design per Vendor details and is preliminary. The Vendor shall provide final design by their Structural Engineer prior to shop drawings and permitting.
  - Contractor shall accommodate final sizing and configuration of structure footings/ foundations with adjacent pavements, walls, and site features per the final sealed Plans.

PRELIMINARY NOT FOR CONSTRUCTION

P.O. BOX 145 WEST OLIVE, MI 49060 800-552-9495 WWW.CEDARFORESTPRODUCTS.COM	THE FOLLOWING SHALL BE THE RESPONSIBILITY OF OTHERS: 1. ALL CONSTRUCTION SHALL MEET STATE & LOCAL BLDG. CODES. 2. OWNER SHALL OBTAIN ALL NECESSARY PERMITS. 3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES. 4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE PERMITS. 5. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS. 6. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE ORDINANCES. 7. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE LAWS. 8. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS. 9. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE ORDINANCES. 10. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE LAWS. 11. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE REGULATIONS.	Copyright 2024, these drawings are the intellectual property of CFP, LLC and shall not be copied or disseminated to any unauthorized parties in part or its entirety without our written permission, and they shall not be used for construction unless approved by a CFP Representative.	OWNER INFO: OLD SCHOOL PARK DESCRIPTION: TBL2020-CUS Possible Options: <input type="checkbox"/> 24ga METAL ROOF <input checked="" type="checkbox"/> STANDING SEAM ROOF <input checked="" type="checkbox"/> CEDAR SHINGLES <input type="checkbox"/> METAL BASE SHOES <input type="checkbox"/> STEEL COLUMNS <input checked="" type="checkbox"/> CUSTOM ROOF PITCH	REVISION DATES: REV-010 5-24-24 SHEET: 1 OF 1
---	--	---	--	--

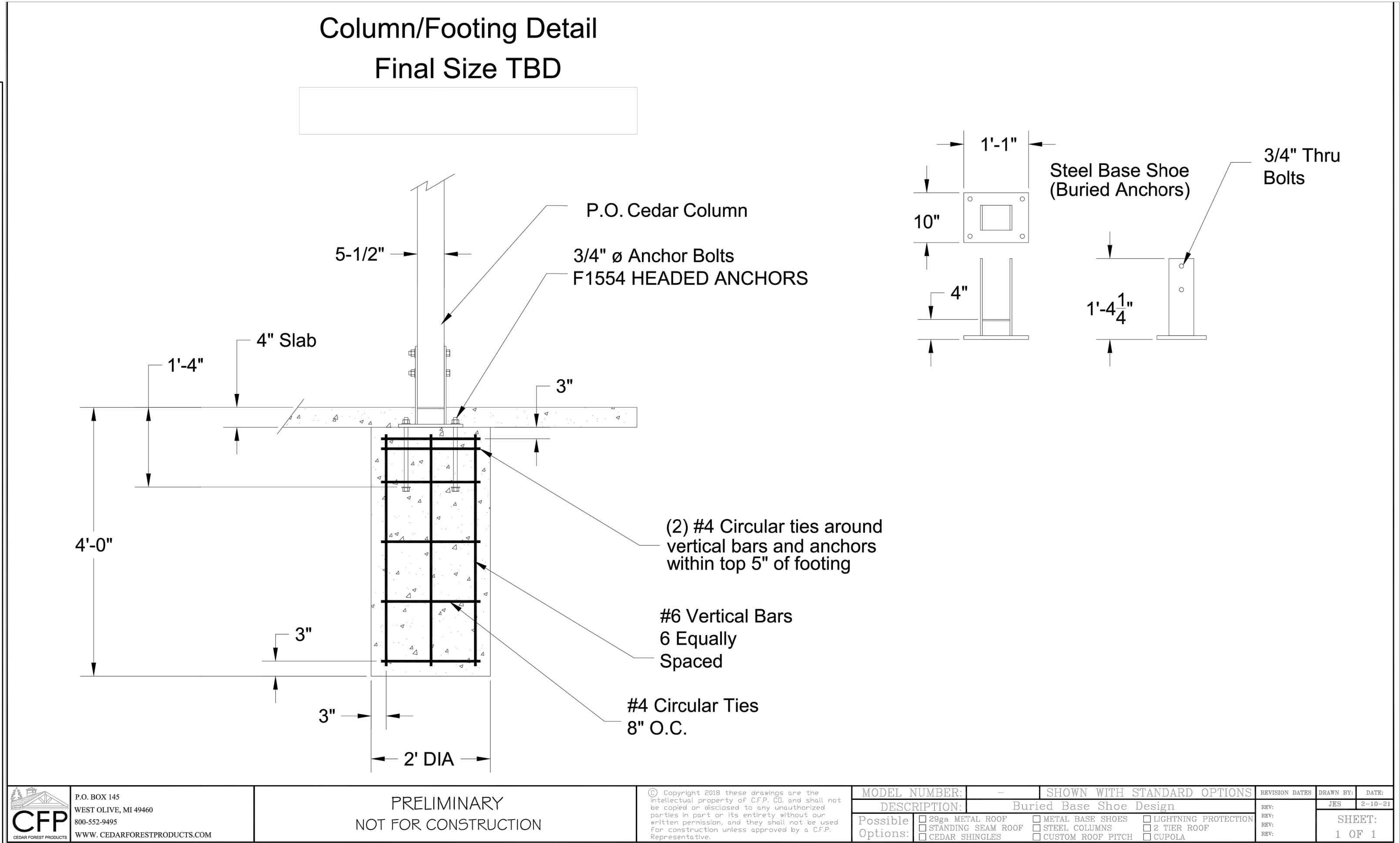
**3 RESTROOM COLUMN/FOOTING DETAIL**

Scale: Not to Scale



**2 OPEN-AIR SHELTER**

Scale: Not to Scale



**1 OPEN-AIR SHELTER COLUMN/FOOTING DETAIL**

Scale: Not to Scale

**context DESIGN**

5825 Lawton Loop E. Dr. | Indianapolis, IN 46216  
317-485-6900 | www.context-design.com

Certified by

ALISSA P. PRAZEU REGISTERED No. 2020-0132 STATE OF INDIANA LANDSCAPE ARCHITECT

EXPIRES 12-31-2025

Bid Documents

**OLD SCHOOL PARK - PHASE I**

McCordsville, Indiana

Site Details

Description	Addendum 2
Date	05/30/2024
Revision	1
Date	2024-05-10
Project No.	24-1727
Drawn by:	DC
Checked by:	LM

These Drawings and Specifications, and all copies thereof are and shall remain the property and copyright of the Landscape Architect. They shall not be used on any other Project or Work without prior written permission from the Landscape Architect.

Sheet No:  
**L603**