

**SANTA FE COUNTY  
PUBLIC WORKS DEPARTMENT**

**INVITATION FOR BID**



**CONSTRUCTION SERVICES  
FOR  
TENNIS & BASKETBALL COURTS  
RENOVATIONS/RESURFACING**

**IFB# 2018-0018-PW/KE**

**SEPTEMBER 2017**

**SANTA FE COUNTY**

**CONSTRUCTION SERVICES FOR TENNIS & BASKETBALL COURTS  
RENOVATIONS/RESURFACING**

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**ADVERTISEMENT**

**INVITATION FOR BIDS  
CONSTRUCTION SERVICES FOR  
TENNIS AND/OR BASKETBALL COURTS  
RENOVATIONS/RESURFACING  
IFB# 2018-0018-PW/KE  
NM Commodity Codes 91235 and 91265**

The Santa Fe County Public Works Department is requesting bids for the purpose of procuring a licensed construction company that is qualified and experienced in all aspects of resurfacing tennis and/or basketball courts to remove and reconstruct the existing basketball and tennis court and a new concrete sidewalk from the existing ADA accessible parking spaces to the Picnic area and to the courts at the Leo Gurule Park. Bids may be held for ninety (90) days subject to all action by the County. Santa Fe County reserves the right to reject any and all bids in part or in whole. A completed bid package must be submitted in a sealed container indicating the bid title and number along with the bidding firm's name and address clearly marked on the outside of the container. **All bids must be received by 2:00 pm (MDT) on Wednesday, October 25, 2017 at the Santa Fe County Purchasing Division, 142 W. Palace Avenue (Second Floor), Santa Fe, NM 87501.** By submitting a bid for the requested materials and/or services each firm is certifying that their bid is in compliance with regulations and requirements stated within this IFB.

**A Pre-Bid Conference & Site Visit will be held on Friday, September 29, 2017 at 2:30 pm (MDT) at the Public Works Department conference room at 901 West Alameda, Suite 20-C, Santa Fe, N.M. 87505. The Pre-Bid Conference & Site Visits are not mandatory, but bidders are strongly encouraged to attend.**

**EQUAL OPPORTUNITY EMPLOYMENT:** All qualified bidders will receive consideration of contract(s) without regard to race, color, religion, sex, national origin, ancestry, age, physical and mental handicap, serious mental condition, disability, spousal affiliation, sexual orientation or gender identity. Bidders are required to comply with the President's Executive Order No. 11246 as amended.

Invitation for Bid packages are available by contacting Karen K. Emery, Santa Fe County, by telephone at (505) 992-6759, by email at [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov) or by accessing the Santa Fe County website at [http://www.santafecountynm.gov/asd/current\\_bid\\_solicitations](http://www.santafecountynm.gov/asd/current_bid_solicitations)

**BIDS RECEIVED AFTER THE DATE AND TIME SPECIFIED ABOVE WILL BE REJECTED AND RETURNED TO THE BIDDER UNOPENED.**

Santa Fe County  
Publish: September 17 & 18, 2017

## INSTRUCTIONS FOR BIDDERS

Bids are requested by Santa Fe County for construction services to remove and reconstruct the existing Basketball and/or Tennis Court to include a new concrete sidewalk from the existing ADA accessible parking spaces to the existing covered picnic area and to one or both courts in accordance with the specifications and other contract documents.

1. **LOCATION AND DESCRIPTION OF WORK:** The work shall consist of construction services to remove and reconstruct complete and fully functional the existing Basketball and/or Tennis Court and to connect with a new concrete sidewalk to the existing ADA accessible parking spaces and the existing covered picnic area located at the Leo Gurule Park in Santa Fe County, N.M. The Public Works Department requires the Contractor to provide all labor, materials, equipment, tools and any miscellaneous or incidental supplies needed to successfully complete the work according to the specifications.

The bids shall be in the form of lump sum pricing as per court listed in the bid form. It is the County's intent to renovate and resurface the two courts and the sidewalk; however, in the event that there are not sufficient appropriations to fund both courts, the County reserves the right to select the court that can be funded at this time.

Bids shall include all permits, fees, tie-in fees for all utilities, overhead and profit and incidental costs in the bid amounts. Applicable taxes shall not be included in the bid amounts.

All applicable laws and ordinances and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contractor and all agreements between the contractor and the County.

2. **SCOPE OF WORK:**

Remove and reconstruct the existing Basketball and/or Tennis Court and include a new concrete sidewalk from the existing ADA accessible parking spaces to the existing covered picnic area and to one or both courts, (depending on the funds available). The intent of this scope of work is for the contractor to provide a complete and fully functioning basketball court and/or tennis court.

### THE BASKETBALL COURT:

1. Includes Basketball Court restoration, upgrades and replacement of the existing Basketball Court (see construction specifications – attached).
2. Demolition of existing fencing and asphalt.
3. Re-claim (process, place and compact) existing asphalt court surface.
4. New court to be 4" SP-IV asphalt.
5. Finish color coat with acrylic/epoxy, non-skid paint. (to include court, side lanes and striping).
6. Finished court dimension to be 50' W x 94' L including a 42" wide perimeter lane (extending on all sides).

7. Replacement of the existing fence and gate with 10' high vinyl coated sports fencing. Include backboards, supports, hoops, netting, all required equipment (Douglas Sports Equipment or equal);
8. Court layout and striping (see attached striping plan and specifications)
9. Includes a 5' wide x 186 linear foot concrete sidewalk to extend to covered picnic structure from the existing parking lot and to the entrance of the basketball court to the new sidewalk.

**THE TENNIS COURT:**

1. Includes tennis court restoration and upgrades to the existing tennis court including: netting, court layout, and striping – (see construction specifications – attached)
2. Demolition and replacement of existing fencing and asphalt court finish and subgrade as required.
3. Re-claim (process, place and compact) existing asphalt court surface.
4. New court surface to be 4" of SP-IV asphalt.
5. Asphalt court to be topped with acrylic/epoxy not-skid paint finish (to include the playing court, outside lanes and striping).
6. Include netting and all required equipment (Douglas Sports Equipment or Equal), court layout and standard striping to match standard 36' x 78' overall dimensions as well as interior striping (see attached striping plan).
7. Includes a 5' wide x 186 linear foot concrete sidewalk to extend to covered picnic structure from the existing parking lot and to the entrance to the tennis court.

**THE SIDEWALK:**

1. Includes a 5' wide x 186 linear foot concrete sidewalk to extend to covered picnic structure from the existing parking lot.
2. Extend the sidewalk to both the Tennis Court and the Basketball Court (price each separately)

Bidders must also include with bids a list of names and contract information from former clients or customers for whom bidders have completed similar projects or surface applications (tennis and basketball surfaces) within the last three (3) to five (5) years.

The technical Specifications require the contractor or installers who will be responsible for applying certain surfaces or construct components of a tennis or basketball court to be certified by or a member of a relevant organization such as the National Asphalt Paving Association or the American Sport Builders Association. The Specifications also require material manufacturers to be members of or certified by such associations or organizations. Bidders should include in their bids evidence that they, their employees or material or system manufacturers are members of the applicable association or organization as required by the Specifications. The relevant organizations and associations specified are the National Asphalt Paving Association, United States Tennis Association, International Tennis Federation, and the American Sport Builders Association.

3. **TIME AND PLACE OF RECEIVING AND OPENING BIDS:** This information will be found in the "Advertisement for Bids" form attached hereto. A bid received after the specified time will not be considered and will be returned to the bidder unopened.
4. **SPECIFICATIONS:** The construction of this project shall be in accordance with applicable specifications of the National Asphalt Paving Association (NAPA), Asphalt Institute (AI), United States Tennis Association (USTA), International Tennis Association (ITF), American Sports Builders Association (ASBA), American Concrete Institute (ACI), National Basketball Association (NBA) Official Rule Book, National Federation of State High School Associations (NFHS) Rule Book, National Collegiate Athletic Association (NCAA) Rule Book, New Mexico Department of Transportation (NMDOT) and the technical specifications contained herein
5. **CONTRACT TIME:** Contractor shall complete all work no later than 90 weather working days from the date stated in the Notice to Proceed issued by the County. "Day" is defined as each and every day shown on the calendar and "working day" is every day except Saturday, Sunday and holidays. The estimated construction start date will be around the middle of November, 2017.
6. **COPIES OF BIDDING DOCUMENTS:** Copies of the bidding documents are available by contacting Karen K. Emery, Santa Fe County, by telephone at (505) 992-6759 or by e-mail at [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov). A copy of the Invitation for Bid will also be located on the Santa Fe County website at [http://www.santafecountynm.gov/asd/current\\_bid\\_solicitations](http://www.santafecountynm.gov/asd/current_bid_solicitations)

Bidders shall use complete sets of Bidding Documents in preparing bids; neither the owner nor engineer assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

No license or grant of use of the bidding documents is conferred by issuance of copies of the bidding documents.

7. **BIDDER'S REPRESENTATION:** By submitting a bid a bidder represents that: a) the bidder has read and understands the bid documents and contract; b) the bid is made in compliance with the bid documents and contract documents; c) The bidder has visited the site and has become familiar with local conditions where the Work is to be performed, and has correlated the bidder's personal observations with the requirements of the contract documents; d) the bidder has familiarized itself with federal, state and local laws, ordinances, rules, and regulations affecting performance of the Work; and e) the bid is based upon the materials, equipment and specified systems and applications required by the bid documents without exception; and f) the County may rely on these representations.
8. **THE COMPLETE CONTRACT DOCUMENTS CONTAIN THE FOLLOWING:** Everything that is bound herein, project plans and any specifications referenced herein.
9. **INTERPRETATIONS/ADDENDA:** All questions about the meaning or intent of the contract documents shall be submitted to the Procurement Manager in writing. Replies will be issued

by written Addenda e-mailed or delivered to all parties recorded by the Procurement Manager, as having received the bidding documents. Questions received less than seven (7) calendar days prior to the date for opening of bids will not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect. Written questions or inquiries in relation to the Invitation for Bid will be directed to:

Karen K. Emery, Procurement Specialist Senior  
Santa Fe County Purchasing Division  
142 W. Palace Avenue (Second Floor)  
Santa Fe, NM 87501  
Ph. (505) 992-6759  
Fax (505) 989-3243  
Email – [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov)

Addenda will be transmitted to all bidders that are listed on the Bid Holder's List with the Procurement Manager who have received a complete set of Bid Documents.

Copies of Addenda will be made available for inspection wherever Bid Documents are on file for that purpose. Each addendum shall be part of the contract documents.

Addenda will be issued no later than seven (7) working days prior to the date for receipt of bids except an Addendum withdrawing the IFB or one postponing the date for receipt of bids.

Each bidder shall ascertain prior to submitting a bid that the bidder has received all Addenda and the bidder shall acknowledge receipt in the bid. .

10. **RESIDENT PREFERENCE:** If a bidder wishes to be given preference in this procurement, it is required to submit its certificate or certificate number issued by the State Purchasing Agent with the bid prior to the bid submittal time and date deadline. Preference will not be given to a bidder who does not submit its certificate or certificate number that can be verified with the State Purchasing Office. The certificate must be under the bidder's business name as represented in its bid. The bidder's certificate must indicate whether the bidder is certified as a resident business, resident manufacturer, or New York State business enterprise. Application of preference by the County shall be provided as described at Section 13-1-21 (A)-(L) and Section 13-1-21.2 NMSA 1978, of the State Procurement Code.
11. **SUBCONTRACTORS, SUPPLIERS AND OTHERS:** The contractor shall be required to fully comply with the Subcontractors Fair Practices Act, NMSA 1978, 13-4-31 to 13-4-42.
  - A. The contractor, in the bid documents, must identify in writing to the County those portions of the work that it proposes to subcontract and after the Notice of Award, may only subcontract other portions of the work with the County's written consent.
  - B. Any subcontractor who will be providing more than \$5,000 or one-half of one percent of the architect's or engineer's estimate of the total project cost (not including alternates) whichever is greater for any service, must be listed on the Subcontractor Listing.

12. **SUBSTITUTIONS:** The materials, products, and equipment described in the specifications establish a minimum standard of required function, dimension, appearance and quality to be met by any proposed substitution. No substitution will be considered prior to receipt of bids.
13. **WAGE RATES/REGISTRATION WITH THE LABOR AND INDUSTRIAL DIVISION OF THE LABOR DEPARTMENT:** The contractor shall be required to fully comply with the Public Works Minimum Wage Act, NMSA 1978, 13-4-11 thru 13-4-17. If the minimum wage rate determination for the project is not included in the initial Bid Documents, it will be furnished in an addendum.

A contractor or subcontractors who submit a bid valued at more than sixty thousand dollars (\$60,000) for a public works project that is subject to the Public Works Minimum Wage Act must be registered with the New Mexico Workforce Solutions at the time of the bid opening. The registration number shall be provided in the bid submitted by the contractor in the space provided for subcontracts with work proposed. After the bid opening, the registration numbers will be verified by the County and the bid will be determined to be non-responsive and disqualified if the registration numbers are “*inactive*” and the contractor does not provide proof of the required registration for itself or its subcontractors for work proposed over sixty thousand dollars (\$60,000).

14. **BID FORM:**

- A. The Bid Form is included in the bidding documents; additional copies may be obtained from the Santa Fe County Purchasing Division.
- B. Bid Forms must be completed in either ink or typewritten. The bid price of each item on the form must be stated in numbers and written words; in case of an error in extensions in the unit price schedule, the unit price shown written in words shall govern.
- C. Bids by corporations must be executed in the corporate name by the president or a vice president (or other corporate office accompanied by evidence of authority to sign) and the corporate seal shall be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation shall be shown below the signature.
- D. Bids by partnerships must be executed in the partnership name and signed by a partner, his title must appear under his signature and the official address of the partnership must be shown below the signature.
- E. All names must be typed or printed below the signature.
- F. The bid shall contain an acknowledgment of receipt of all Addenda (the numbers of which shall be filled in on the Bid Form).

15. **BID SECURITY:** Each individual bid shall be accompanied by bid security equal to 5% of the amount of the bid. Such bid security shall be in the form of a certified or cashier’s check made payable to the County or a surety bond issued by a surety authorized to conduct business in the State of New Mexico and who is approved in federal circular 570 as published by the U.S. Treasury Department.

By submitting the bid and providing the bid security, the bidder pledges to enter into a binding contract with the County and will furnish bonds covering the faithful performance of the contract and payment of all obligations arising hereunder. Should a bidder refuse to enter into such contract or fail to furnish such bonds, if required, the amount of the bid security shall be forfeited to the County as liquidated damages, not as penalty.

The County will have the right to retain the bid security of bidders to whom an award is being considered until either the contract has been executed and bonds, if required, have been furnished or the specified time has elapsed so that bids may be withdrawn or all bids have been rejected.

16. POWER OF ATTORNEY: Attorneys in fact who sign bonds must attach certified effective copies of their Power of Attorney to all bonds.
17. QUALIFICATION OF BIDS: All bidders and subcontractors must have a valid New Mexico Contractor's License appropriate to the work herein specified.
18. SUBMISSION OF BIDS: Bids shall be submitted at the time and place indicated in the Advertisement for Bids and shall be enclosed in an opaque sealed envelope, marked with the project title, name and address of the bidder, N.M. License Number, and accompanied by the list of subcontractors and other required documents. All blanks must be filled in. Conditional bids will not be considered. The envelope shall be addressed to:

Karen K. Emery, Procurement Specialist, Senior  
Santa Fe County Purchasing Division  
142 W. Palace Avenue (Second Floor)  
Santa Fe, NM 87501

19. MODIFICATION AND WITHDRAWAL OF BIDS: A bid may not be modified, withdrawn or canceled by the bidder following the time and date designated for the receipt of bids.

Prior to the time and date designated for receipt of bids, a bid submitted may be modified or withdrawn by notice to the County at the address designated for receipt of bids. Such notice shall be in writing and signed by the bidder.

Upon receipt such written confirmation shall be date and time stamped by the County on or before the date and time set for receipt of bids. A modification of a bid shall be worded as not to reveal the amount of the original bid.

20. GROSS RECEIPTS TAXES: The amount of the bid shall **exclude** applicable New Mexico Gross Receipts Taxes or applicable local option taxes. The applicable gross receipts tax or applicable local option taxes shall be computed and shown as a separate amount on each request for payment made under the contract.

21. **CONSIDERATION OF BIDS:** Bids received on time will be opened publicly and will be read aloud, and an abstract of the amounts of the base bids and alternates or bid items, if any, will be made available to the bidders. Each bid shall be open to public inspection.
22. **BID OPENING PROCEDURE:** The person or persons opening the bids shall verify that the requirements of the Instruction for Bidders have been fulfilled, and shall read aloud the name of each apparently responsive bidder and the bid amount(s). If any requirements have not been met, the bid shall be deemed non-responsive and disqualified. Each bid shall be reviewed for the following:
- A. Bid Proposal – Includes name of bidder, type of organization, contractor’s license number and DOL registration number and all required signatures.
  - B. Contracting Agency and Owner Form- Includes acknowledgement of all addenda, if applicable, bidder’s name, title, address, telephone number, contractor’s license number and type, United States Treasury number, resident preference number, if applicable, and all required signatures.
  - C. Bid Sheet-Includes best price offered on bid, excluding GRT.
  - D. Non-Collusion Affidavit for Prime Bidder Form-Includes all required notarized signatures.
  - E. Certification of Non-Segregated Facilities Form-Includes all required notarized signatures.
  - F. Certification of Bidder Regarding Equal Employment Opportunity Form-Includes all required signatures.
  - G. Bid Bond-Includes all required notarized signatures.
  - H. Bid Security- Shall be in the form of a certified or cashier’s check made payable to the County or a surety bond issued by a surety.
  - I. Subcontractor’s Listing Form-List of all subcontractors performing work over \$5,000, includes name, address, telephone number, license number and active NM Department of Workforce Solutions Registration Number.
  - J. Campaign Contribution Disclosure Form-Includes all required signatures.
  - K. Certificate of Resident Preference, if applicable.

**IF ANY OF THESE REQUIREMENTS HAVE NOT BEEN MET, THE BID MAY BE DISQUALIFIED AND CONSIDERED NON-RESPONSIVE.**

23. **BIDS TO REMAIN OPEN:** All bids shall remain open for ninety (90) days after the day of the bid opening.

24. **AWARD OF CONTRACT:**

- A. The County reserves the right to reject any and all bids and waive any and all informalities or technicalities and the right to disregard all nonconforming or conditional bids or counter proposals.
- B. If a contract is to be awarded, it will be awarded to the lowest responsible bidder submitting a bid.

- C. If the lowest responsible bidder has otherwise qualified, the lowest bidder may negotiate with the County for a lower bid if the lowest bid is within **ten percent** over budgeted project funds in order to prevent all bids from being rejected. No change in the original scope and/or terms and conditions will be allowed. Negotiations may be permitted with product, materials, and equipment alternatives as determined to be in the best interest of the County.
- D. Alternates may be accepted and awarded in any manner or order based on available budget. The County reserves the right not to award any particular alternate.
25. **LIQUIDATED DAMAGES:** Liquidated damages in the amount of two hundred fifty dollars (\$250.00) per each working day that expires after the date of substantial completion until substantial completion is achieved and a certificate of Substantial Completion is issued by the County.
26. **PREFERENCES:** In the construction of this project, the County has no preference for any process, type of equipment, or kind of material, but will consider all processes, types of equipment or kinds of material offered on a usual competitive basis if they are in fact equal to that specified and will accomplish the purpose intended. The County reserves the right to be the sole judge as to whether or not a different process, type of equipment or kind of material offered is in fact equal to that specified.
27. **LICENSE OR ROYALTY FEES:** Licenses and/or royalty fees for products or for processes must be paid for directly by the contractor.
28. **PERMITS:** It is the responsibility of the Contractor and each Subcontractor to obtain permits and inspections required by the County and/or the State of New Mexico or any other entity that may have jurisdiction over the construction or scope of work.
29. **COLLUSION:** Collusion among bidders or the submission of more than one bid under different names by any firms or individual shall be cause for rejection of all bids in question without consideration.
30. **QUANTITIES:** The quantities set forth in the bid proposal are estimated quantities on which bids will be compared and which will be the basis for award of contract. Payment will be made for the work actually performed.
31. **PROTEST PROCEDURE:** Any bidder who is aggrieved in connection with procurement may protest to the County Procurement Manager as set forth in Resolution No. 2006-6 by the Board of County Commissioners. A copy of Resolution No. 2006-60 is available upon request. The protest must be in writing and be submitted within fifteen (15) days after the facts or occurrences. The complete procedures and requirements regarding protests and resolution of protests are available from the Santa Fe County Purchasing Division upon request.
32. **CONTRACTOR'S QUALIFICATION STATEMENT:** Bidders to whom award of a contract is under consideration shall submit, upon request, information and data to prove that their financial resources, production or service facilities, personnel, and service reputation and

experience are adequate to make satisfactory delivery of the services, construction, or items of personal property described in the Bidding Documents.

33. **BOND REQUIREMENTS – PERFORMANCE BOND AND PAYMENT BOND:** If awarded the contract, a bidder shall furnish bonds covering the faithful performance of the contract and payment of all obligations arising thereunder. The amount of the bonds, performance and payment, shall be equal to 100% of the contract sum. Bonds shall be issued by a surety authorized to conduct business in the State of New Mexico and who is approved in federal circular 570 as published by the U.S. Treasury Department. The cost of the bonds shall be included in the bid.
34. **TIME OF DELIVERY AND FORM OF BONDS.** The bidder shall deliver the required bonds to the County no later than seven (7) days following the date of execution of the contract. If the Work is to be commenced prior thereto in response to a letter of intent, the bidder shall, prior to commencement of the Work, submit evidence satisfactory to the County that such bonds will be furnished and delivered in accordance with this section.

The bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.
35. **WARRANTY:** The contractor shall furnish a written warranty of workmanship to the Procurement Manager for a period of one (1) year following the completion date in addition to all other warranties required by the Contract Documents.
36. **NOTICE OF AWARD:** A written Notice of Award shall be issued by the County after review and approval of the bid and related documents.
37. **IDENTICAL BIDS:** If two or more identical low bids are received, the County will apply the process described at Section 13.1.110 NMSA 1978, of the State Procurement Code.
38. **CANCELLATION OF AWARD:** When in the best interest of the public, the County may cancel the award of any contract at any time before the execution of said contract by all parties without any liability against the County.
39. **NOTICE TO PROCEED:** The County will issue a written Notice to Proceed and a purchase order to the contractor stipulating the date from which contract time will be charged and the date contract time is to expire, subject to valid modifications in accordance with the Contract Documents.
40. **FAILURE TO EXECUTE CONTRACT:** Failure to return the signed contract with acceptable contract bonds and certificate of insurance within ten (10) calendar days after the date of the Notice of Award shall be just cause for the cancellation of the award. The award may then be made to the next lowest responsible bidder, or the work may be re-advertised and constructed under contract or otherwise, as the owner may decide.
41. **INSURANCE REQUIREMENTS:** At a minimum upon execution of the Agreement between the County and the Contractor, the Contractor shall furnish to the County, Certificates of

Insurance naming Santa Fe County as an additional insured for the insurance coverage specified in the sample contract that is attached as an exhibit to this IFB.

42. CLARIFICATION OF NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR, AND CERTIFICATION OF SUBCONTRACTOR REGARDING EQUAL EMPLOYMENT OPPORTUNITY: The general contractor is not required to present completed “Non-Collusion Affidavit of Subcontractor” and “Certification of Subcontractor Regarding Equal Employment Opportunity” forms from their subcontractors at the time of bid submittal; however, once the contract is awarded, the general contractor is responsible for providing these forms along with the bonds and certificate of insurance.
43. SUBCONTRACTOR PERFORMANCE AND PAYMENT BOND. A subcontractor whose work to be performed on a public works building project is one hundred twenty five thousand dollars (\$125,000) or more shall submit a performance and payment bond in the amount of the work they are to perform on the project. These bonds will be submitted within the stated (10) calendar days after the date of the Notice to Award.
44. OPERATIONS AND MAINTENANCE MANUALS: At the completion of the project but prior to the Substantial Completion certificate will be approved by the Project Manager, the contractor shall submit to the architect two (2) copies of a three ring binder with all maintenance and operations instructions for all systems and items within this phase of construction if applicable.
45. NOTICE: The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and misdemeanor criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kick-backs.
46. SUFFICIENT APPROPRIATION: Any contract awarded as a result of this IFB process may be terminated if sufficient appropriations or authorizations do not exist. Such termination will be effected by sending written notice to the contractor. The County's decision as to whether sufficient appropriations and authorizations are available will be accepted by the contractor as final.
47. NUMBER OF BIDS ACCEPTED. Bidders shall submit only one (1) bid in response to this IFB.
48. LIVING WAGE. Contractor shall comply with the requirements of the Santa Fe County Ordinance 2014-1 (Establishing a Living Wage) as amended by 2014-5.
49. DOUBLE-SIDED DOCUMENTS. All submitted bids/proposal documents shall be double-sided, pursuant to Santa Fe County Resolution 2013-7, Adopting Sustainable Resource Management Principles, Section 2. A. Waste Reduction and Reuse...”all documents are to be double-sided, including those that are generated by outside entities using County funds and by consultants and contractors doing business with the County”.

**BID PROPOSAL**

SANTA FE COUNTY COMMUNITY SERVICES DEPARTMENT  
CONSTRUCTION SERVICES FOR TENNIS & BASKETBALL COURT  
RENOVATIONS/RESURFACING  
IFB 2018-0018-PW/KE

To Santa Fe County, State of New Mexico, Owner:

In compliance with the information for Bidders and in strict conformance with the Contract Documents, \_\_\_\_\_, hereinafter called the Bidder, organized and existing under the laws of the State of New Mexico as a \_\_\_\_\_ (type of business or legal entity), hereby proposes to perform all the WORK required for the construction services for the tennis and basketball courts renovations and resurfacing located at 22 Camion Bajo in Santa Fe County, New Mexico.

The undersigned declares that the only person or parties interested in the proposal as principals are those named herein; that the proposal is made without collusion with any person, firm or corporation; that it has carefully examined the specifications, including special provisions, if any, and that it has made a personal examination of the site of the work, that it is to furnish all the necessary machinery, tools, apparatus and other means of construction and do all the work and furnish all the materials specified in the manner and the time prescribed; that it understands that the quantities are approximate only and subject to increase or decrease, and that it is willing to perform any increased or decreased quantities of work at unit price bid.

The undersigned hereby agrees to execute and deliver the Construction Contract within ten (10) days, or such further time as may be allowed in writing by Santa Fe County after receiving notification of the acceptance of this proposal, and it is hereby mutually understood and agreed that in case we do not the Santa Fe County may proceed to award the contract to others.

We hereby agree to commence the work within fifteen (15) days, or such further time as may be allowed in writing by Santa Fe County after notification to proceed.

The undersigned proposes to guarantee all work performed under these plans, specifications and contract for one year after acceptance by the County and repair and maintain same until the date of acceptance by Santa Fe County.

\_\_\_\_\_  
Signature-Title

(Corporate Seal)

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

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

Names of individual members of firms or names and titles of all officers of Corporation.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Corporation organized under the Laws of the State of

\_\_\_\_\_

\_\_\_\_\_  
New Mexico Contractor's License No.

NM Department of Workforce Solutions,  
Public Works Labor Enforcement Fund  
Registration Number:

\_\_\_\_\_

**BID FORM**  
SANTA FE COUNTY  
CONTRACTING AGENCY AND OWNER

FROM: \_\_\_\_\_

\_\_\_\_\_ hereinafter called "Bidder".

TO: Santa Fe County  
142 West Palace Avenue  
Santa Fe, New Mexico 87501

hereinafter called "CONTRACTING AGENCY",

**BID FOR: CONSTRUCTION SERVICES FOR TENNIS  
AND/OR BASKETBALL COURT RENOVATIONS  
AND RESURFACING**

**PROJECT: IFB # 2018-0018-PW/KE**

Purchasing Division:

The bidder has familiarized itself with the existing conditions on the project area affecting the cost of the work and with the bidding and contract documents which include:

- A. Advertisement
- B. Instructions for Bidders
- C. Bid Proposal and other required bid forms as listed herein
- D. Sample Construction Contract
- E. Bid Security
- F. Performance Bond
- G. Labor and Material Payment Bond
- H. Non-Collusion Affidavit of Prime Bidder
- I. Sub-Contractor Listing
- J. Equal Employment Opportunity Certification
- K. Certification of Non-segregated Facilities
- L. Campaign Contribution Form
- M. Manufacturer specifications for all components, color chart and installation instructions (see Appendix E)
- N. Authorized Applicator certificate from the surface system manufacturer, (see Appendix E)
- O. Reference list from the installer of at least 5 similar projects completed in the past 3 years, (see Appendix E)
- P. Current Material Safety Data Sheets (MSDS), (see Appendix E)
- Q. All information provided in the Specifications for resurfacing tennis and basketball courts.

Therefore, the bidder hereby proposes to furnish all supervision, technical expertise, labor, materials, tools appurtenances, equipment, and services (including all utility and transportation services) required to complete the renovations/resurfacing of the tennis and/or basketball courts, in accordance with the above listed documents and all applicable specifications.

Amounts are to be shown in both words and numbers. In case of discrepancy, the amount shown in written words will govern. Bidder has provided lump sum costs for each specified court.

In submitting this bid, the bidder understands that Santa Fe County has the right to reject any irregular or all bids, waive any technicalities in the bids, and accept the bid deemed to be in the best interest of the public and that Santa Fe County intends to award one contract (if at all) for this procurement. If written notice of the acceptance of this bid is mailed, telegraphed or otherwise delivered to the undersigned within ninety (90) days after the opening thereof or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver the contract in the prescribed form within ten (10) days after the contract is presented to him for signature.

All Addenda pertaining to this Project shall be acknowledged by the Bidder in the spaces provided below:

Addendum No.	Date	Acknowledged by Bidder or Its Authorized Representative	Date Acknowledged
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Failure to acknowledge receipt, as provided above, may be considered sufficient grounds for disqualification of the bidder and rejection of his proposal.** It shall be the bidder’s responsibility to become fully advised of all Addenda prior to submitting his bid.

The Bidder agrees to commence work under this Contract within fifteen (15) days after, a date to be specified in a written Notice to Proceed from Santa Fe County. Bidder further agrees to pay liquidated damages as provided in the Contract Documents.

This Bid Proposal contains the following:

- A. Bid Proposal
- B. Bid Form
- C. Bid Sheet
- D. Non-Collusion Affidavit for Prime Bidder
- E. Certification of Non-segregated Facilities
- F. Certification of Bidder Regarding Equal Employment Opportunity
- G. Bid Bond
- H. Subcontractors Listing (as included in this packet)
- I. Campaign Contribution Form
- J. Manufacturer specifications for all components, color chart and installation instructions, (see Appendix E)
- K. Authorized Applicator certificate from the surface system manufacturer, (see Appendix E)
- L. Reference list from the installer of at least 5 similar projects completed in the past 3 years, (see Appendix E)
- M. Current Material Safety Data Sheets (MSDS), (see Appendix E)

Respectfully submitted:

Name of Bidder:

Official Address:

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

\*New Mexico Contractor's License Number and Types: \_\_\_\_\_

United States Treasury Number: \_\_\_\_\_

Resident Preference Number: \_\_\_\_\_

**BID SHEETS  
IFB# 2018-0018-PW/KE**

**CONSTRUCTION SERVICES FOR THE  
TENNIS AND/OR BASKETBALL COURTS  
RENOVATIONS/RESURFACING AT THE  
LEO GURULE PARK**

Please offer your best price for the work required for the construction services for the renovation and resurfacing of the tennis and basketball courts and new concrete sidewalk listed below. The lump sum base bid for each court and connecting sidewalk must include pricing for all materials, equipment, labor, travel, fees for any required permitting and all incidental costs. The cost of required bonds shall also be included in the bid. Be advised that award may be made without discussion with bidders on offers received. It is Santa Fe County’s intent to renovate/resurface both the Basketball Court and the Tennis Court and the new concrete sidewalk; however, in the event that there are not sufficient appropriations available to renovate/resurface both courts, Santa Fe County reserves the right to select only the court and sidewalk that can be funded at the time of construction.

**Total Lump Sum Bid amount for Items #1 the Basketball Court and Item #2 the Tennis Court and the Concrete Sidewalk: (Written in numbers)**

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

**Total Bid amount for Items #1 the Basketball Court and Item #2 the Tennis Court and the Concrete Sidewalk: (Written in Words)**

\_\_\_\_\_

*OR*

**Item                      Description**

*#1                              Basketball Court and Concrete Sidewalk*

The Basketball Court shall conform to the Project Specifications, and shall include, but not be limited to, all equipment, labor, and materials necessary.

Basketball Court Lump Sum Bid: \$ \_\_\_\_\_

Written in Words: \$ \_\_\_\_\_

*OR*

**Item**

**Description**

#2

*Tennis Court and Concrete Sidewalk*

The Tennis Court shall conform to the Specifications, and shall include, but not be limited to, providing all equipment, labor, and all materials necessary.

Tennis Court Lump Sum Bid: \$ \_\_\_\_\_

Written in Words: \$ \_\_\_\_\_



***PLEASE NOTE ALL LUMP SUM BIDS MUST BE EXCLUSIVE  
OF  
GROSS RECEIPTS TAX***

**NON-COLLUSION AFFIDAVIT OF PRIME BIDDER**

STATE OF NEW MEXICO

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ being first duly sworn, deposes and says that:

- (1) They are the \_\_\_\_\_ of \_\_\_\_\_ the Bidder that has submitted the attached Bid Proposal;
- (2) They are fully informed respecting the preparation and contents of the attached Bid Proposal and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Contracting Agency or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(SIGNED) \_\_\_\_\_

TITLE \_\_\_\_\_

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires \_\_\_\_\_

**NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR**

STATE OF NEW MEXICO

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ being first duly sworn, deposes and says that:

(1) It is the \_\_\_\_\_ of \_\_\_\_\_, hereinafter referred to as the "Subcontractor".

(2) It is fully informed respecting the preparation and contents of the Subcontractor's proposal submitted by the Subcontractor to \_\_\_\_\_, the Contractor, for certain work in connection with the \_\_\_\_\_ contract pertaining to the \_\_\_\_\_ project in \_\_\_\_\_.

(3) Such Subcontractors proposal is genuine and is not a collusive or sham proposal.

(4) Neither the Subcontractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham bid in connection with the Contract for which the attached bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Contracting Agency or any person interested in the proposed Contract; and

(5) The price or prices quoted in the Subcontractor's proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(SIGNED) \_\_\_\_\_

TITLE \_\_\_\_\_

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

**SUBCONTRACTS**

A. The Contractor shall not execute an agreement with any subcontractor or permit any subcontractor to perform any work included in this contract until he has submitted a Non-Collusion Affidavit from the subcontractor, is substantially the form shown below, and has received written approval of such subcontractor from Santa Fe County.

B. No proposed subcontractor shall be disapproved by Santa Fe County except for cause.

C. The Contractor shall be as fully responsible to Santa Fe County for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them as is the contractor for the acts and omissions of persons directly employed by contractor.

- D. The Contractor shall cause appropriate provision to be inserted in all subcontracts relative to the work to require compliance by each subcontractor with the applicable provisions of the Contract Specifications and requirements.
- E. Nothing contained in the contract shall create any contractual relation between any subcontractor and Santa Fe County.

**CERTIFICATION OF NON-SEGREGATED FACILITIES**

(Applicable to construction contracts and related subcontracts exceeding \$10,000, which are not exempt from the Equal Opportunity Clause).

The construction contractor certifies that it does not maintain or provide for its employees any segregated facility at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The construction contractor certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it will not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The construction contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract. As used in this certification, the term "segregated facilities" means any waiting room, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clock, locker rooms and other storage or dressing areas, parking lots, drinking foundations, recreating or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom, or otherwise. The construction contractor agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed SUBCONTRACTORS prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that it will retain such certifications in its files.

SIGNED: \_\_\_\_\_

TITLE: \_\_\_\_\_

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_

NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**CERTIFICATION OF BIDDER REGARDING  
EQUAL EMPLOYMENT OPPORTUNITY**

**INSTRUCTIONS**

This certification is required pursuant to Executive Order 11246 (30 F. R. 12319-25). The implementing rules and regulations provide that any bidder or perspective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract or subcontract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.

---

**CERTIFICATION OF BIDDER**

Bidder's Name: \_\_\_\_\_

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

\_\_\_\_\_

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause. Yes \_\_\_\_ No \_\_\_\_
2. Compliance reports were required to be filed in connection with such contract or subcontract. Yes \_\_\_\_ No \_\_\_\_

---

Certification -- The information above is true and complete to the best of my knowledge and belief.

\_\_\_\_\_  
NAME AND TITLE OF SIGNER (PLEASE TYPE)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**CERTIFICATION OF SUBCONTRACTOR REGARDING  
EQUAL EMPLOYMENT OPPORTUNITY**

**INSTRUCTIONS**

This certification is required pursuant to Executive Order 11246 (30 F. R. 12319-25). The implementing rules and regulations provide that any bidder or perspective contractor, or any of their proposed subcontractors, shall state as an initial part of the bid or negotiations of the contract or subcontract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.

---

**CERTIFICATION OF SUBCONTRACTOR**

Subcontractor's Name: \_\_\_\_\_

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

1. Subcontractor has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.  
Yes \_\_\_ No \_\_\_
2. Compliance reports were required to be filed in connection with such contract or subcontract.  
Yes \_\_\_ No \_\_\_

---

Certification -- The information above is true and complete to the best of my knowledge and belief.

---

NAME AND TITLE OF SIGNER (PLEASE TYPE)

---

SIGNATURE

---

DATE

**BID BOND**

A. KNOW ALL MEN BY THESE PRESENT, THAT WE \_\_\_\_\_ hereinafter called the PRINCIPAL, as PRINCIPAL and the \_\_\_\_\_, of \_\_\_\_\_ a Corporation duly organized under the laws of the State of \_\_\_\_\_, and authorized to do business in the State of New Mexico, hereinafter called the SURETY, as SURETY are held and firmly bound unto Santa Fe County, a Municipal Corporation, hereinafter called the OBLIGEE, in the sum of \_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly be these presents.

WHEREAS, the Principal has submitted the accompanying bid, dated \_\_\_\_\_, 2017, for the construction services for tennis and/or basketball court renovations and resurfacing at Leo Gurule Park in Santa Fe County, New Mexico.

B. NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond of bonds as may be specified in the bidding of Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof of in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party of perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

50. SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
BIDDER

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

(SEAL)

\_\_\_\_\_  
WITNESS

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

\_\_\_\_\_  
WITNESS

Title: \_\_\_\_\_

**PERFORMANCE BOND**

A. KNOW ALL MEN BY THESE PRESENT, THAT WE \_\_\_\_\_, as PRINCIPAL, hereinafter called the PRINCIPAL and \_\_\_\_\_, as SURETY, hereinafter called the SURETY, are held and firmly bound unto Santa Fe County, a New Mexico Municipal Corporation, hereinafter called the OBLIGEE, in the sum of \_\_\_\_\_ of

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents;

B. WHEREAS, the Principal has a written agreement dated \_\_\_\_\_, 2017, entered into a contract with Santa Fe County for the construction services for tennis and/or basketball court renovations and resurfacing at the Leo Gurule Park in Santa Fe County, New Mexico, in accordance with specifications prepared by Santa Fe County which contract is referenced made part hereof, and is hereinafter referred to as the Contract.

C. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if Contractor shall promptly and faithfully perform said Contract, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

1. The Surety hereby waives notice of an alteration or extension of time made by Santa Fe County.
2. Whenever Contractor shall be, and declared by Santa Fe County to be in default under the contract, Santa Fe County having performed the Santa Fe County’s obligation thereunder, the Surety may promptly remedy the default of shall promptly:
  - (1) Complete the Contract in accordance with its terms and conditions, or
  - (2) Obtain a bid or bids for submission to the COUNTY for completing the Contract in accordance with its terms and conditions, and upon determination by the COUNTY and SURETY of the lowest responsible bidder, arrange for a contract between such bidder and Santa Fe County, and make available as work progresses (even though there should be a default or a secession of defaults under the Contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the Contract price, but not exceeding, including other costs and damages for which the SURETY may be liable hereunder, the amount set forth in the first paragraph hereof. The term “balance of the Contract price” as used in this paragraph, shall mean the total amount payable by the COUNTY to CONTRACTOR under the Contract and any amendments thereto, less the amount properly paid by the COUNTY to CONTRACTOR.

D. No right of action shall accrue on this Performance Bond to or for the use of any person or corporation other than Santa Fe County named herein or the heirs, executors, administrators, or successors of Santa Fe County.

E. This Bond shall be enforceable without the need to have recourse to any judicial or arbitral proceedings.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
CONTRACTOR – PRINCIPAL (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY’S Authorized New Mexico Agent

**LABOR AND MATERIAL PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENT, THAT WE \_\_\_\_\_  
\_\_\_\_\_ as PRINCIPAL, hereinafter called the PRINCIPAL and  
\_\_\_\_\_ as SURETY, hereinafter called the SURETY, are held and firmly  
bound unto Santa Fe County, a New Mexico Municipal Corporation as an OBLIGEE, hereinafter call  
Santa Fe County, for the use and benefit of any claimants as herein below defined, in the amount of  
\_\_\_\_\_  
DOLLAR (\$) \_\_\_\_\_) for the payment whereof Principal and Surety bind themselves,  
their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly be these  
presents;

WHEREAS, the Principal has a written agreement dated \_\_\_\_\_, 2017, with the  
County for the construction services for the tennis and/or basketball court renovations and resurfacing at  
the Leo Gurule Park in Santa Fe County, New Mexico, which must be constructed in accordance with  
drawings and specifications which contract is referenced and made a part hereof, and is  
hereinafter referred to as the “Contract.”

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if PRINCIPAL  
shall promptly make payment to all claimants as hereinafter defined, for all labor and material  
used or reasonably required for use in the performance of the Contract, then this obligation shall  
be void; otherwise, it shall remain in full force and effect, subject to the following conditions:

1. A claimant is defined as one having a direct contract with the PRINCIPAL or with a  
subcontractor of the PRINCIPAL for labor, material, or both, used or reasonably  
required for use in the performance of the Contract, labor and material being construed  
to include but not be limited to that part of water, gas, power, light, heat, oil, gasoline,  
telephone services or rental of equipment directly applicable to the Contract.
2. The above named PRINCIPAL and SURETY hereby jointly and severally agree with  
the COUNTY that every claimant as herein defined, who has not been paid in full  
before the expiration of a period of ninety (90) days after the date on which the last of  
such claimant’s work or labor was done or performed, or materials were furnished by  
such claimant, prosecute a suit to final judgment for such sum or sums as may be  
justly due claimant, and have execution thereof. The COUNTY shall not be liable for  
payment of any cost or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant:
  - a. Unless claimant, or other than one having a direct contract with the  
PRINCIPAL, shall have written notice in the form of an sworn statement to the  
COUNTY and any one or both of the following: the PRINCIPAL or SURETY  
above named, within ninety (90) days after such said claim is made or suit  
filed, stating with substantial accuracy the amount claimed and the name of the  
party to whom the materials were furnished, or for whom the work or labor  
was done or performed.

- b. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the COUNTY, PRINCIPAL or SURETY, at any place where an office is regularly maintained by said COUNTY, PRINCIPAL or SURETY for the transaction of business, or served in any manner in which legal process may be served in the State in which the aforesaid project is located, save that such service need not be made by a public officer.
4. Any suit under this Labor and Material Bond must be instituted in accordance with the statute of limitation under Section 37-1-3 NMSA 1978.
  5. No right of action shall accrue on this Bond to or for the use of any person or corporation other than subcontractors or sub-subcontractors of the said Contract between PRINCIPAL and Santa Fe County named herein.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
CONTRACTOR – PRINCIPAL (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY’S Authorized New Mexico Agent

**SUBCONTRACTOR LISTING**

1. To be fully executed and included with Bid as a condition of the Bid (13-4-31 through 13-4-42 NMSA 1978).
2. For the purposes of this Project all subcontractors, regardless of contract amount, must be listed on the subcontractor list.
3. The Bidder shall list the Subcontractor’s Name, the City or County of the Place of Business and the Category of Work to be completed by each Subcontractor

Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		

Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		

Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		
Trade:	Name of Subcontractor:	
Address:		
Telephone No:	License No:	NM Dept of Workplace Solutions Registration No.
Signature of Subcontractor (To be obtained after award of contract):		

**APPENDIX A**

**ACKNOWLEDGEMENT OF RECEIPT FORM  
IFB# 2018-0018-PW/KE**

In acknowledgement of receipt of this Invitation for Bids the undersigned agrees that it has received a complete copy, beginning with the title page, and ending with the contract document. Completed forms must be submitted to Karen K. Emery no later than **September 29, 2017** to receive any addenda for this solicitation.

Only bidders that return this form in a timely manner will receive copies of addenda to this IFB.

FIRM: \_\_\_\_\_

REPRESENTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

FAX NO.: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature)

Name: \_\_\_\_\_  
 (Printed)

Title: \_\_\_\_\_

This name and address will be used for all correspondence related to the Invitation For Bids.

Karen K. Emery, Procurement Specialist, Senior  
 Santa Fe County, Purchasing Division  
 142 W. Palace Avenue  
 Santa Fe, NM 87504  
 Phone: (505) 992-6759 Fax: (505) 989-3243  
 E-mail: [kkemery@santafecountynm.gov](mailto:kkemery@santafecountynm.gov)

**APPENDIX B****CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

**THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.**

The following definitions apply:

**“Applicable public official”** means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

**“Campaign Contribution”** means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

**“Family member”** means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

**“Pendency of the procurement process”** means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

**“Prospective contractor”** means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

**“Representative of a prospective contractor”** means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: \_\_\_\_\_  
(Completed by State Agency or Local Public Body)

**DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:**

Contribution Made By: \_\_\_\_\_

Relation to Prospective Contractor: \_\_\_\_\_

Date Contribution(s) Made: \_\_\_\_\_  
\_\_\_\_\_

Amount(s) of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

Nature of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

Purpose of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

(Attach extra pages if necessary)

\_\_\_\_\_  
Signature Date

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

**--OR--**

**NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE** to an applicable public official by me, a family member or representative.

\_\_\_\_\_  
Signature Date

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

**APPENDIX C**  
**Resident Veterans Preference Certification**

\_\_\_\_\_ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans' preference to this procurement.

**Please check the box below:**

I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is up to \$3M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

“I agree to submit a report or reports to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

“In conjunction with this procurement and the requirements of this business application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, which awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.”

“I understand that knowingly giving false or misleading information on this report constitutes a crime”.

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

\_\_\_\_\_  
(Signature of Business Representative)\*

\_\_\_\_\_  
(Date)

\*Must be an authorized signatory of the Business.

The representations made in checking the box constitutes a material representation by the business that is subject to protest and may result in denial of an award or un-award of the procurement involved if the statements are proven to be incorrect.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:  
\_\_\_\_\_

**APPENDIX D**  
**New Mexico Wage Determination**

# Wage Decision Approved

## IMPORTANT:

Link	Description
Notice of Award	Select to submit a Notice of Award or view approved Notice of Award(s).
Pending NOA	(Pending NOA) Select to review pending Notice of Award(s) that require your attention for resubmission.
Subcontractor List	Select to submit a Subcontractor List or view/print/edit saved Subcontractor List(s) for your approved Wage Decision(s).  All subcontractors, regardless of contract amount, must be listed on the subcontractor list.

## Wage Decisions Approved

Upon Wage Decision approval, the Contracting Agency is accountable for ensuring compliance with 11.1.2. NMAC of its agents, contractors, and subcontractors. Please ensure you submit the Notice of Award (NOA) and Subcontractor List promptly after award of a project. Additionally, please view and print prevailing Wage Rate Poster(s) and Project Requirements for the approved Wage Decision(s) and provide them to the General Contractor as part of the bid package.

### Please Note

If the project is canceled, the Contracting Agency/Agent must cancel the Wage Decision by selecting the Cancel this Wage Decision link in the Wage Decision Actions column below. If you have questions or require additional assistance, please contact Public Works at (505) 841-4400 or email at [public.works@state.nm.us](mailto:public.works@state.nm.us).

## Search Project

To refine your search, enter your desired search criteria using any of the fields below and then selecting the Search button. Selecting the Reset button will clear all search field criteria entries.

Project Name: \_\_\_\_\_ Contains  
 Wage Decision No: SF-17-1450-A \_\_\_\_\_ Contains  
 Select One  
 County: \_\_\_\_\_

Wage Decision Number	Project Name	Wage Decision	Wage Decision Bid	Status	Wage Decision Actions	Wage Rate Posters

(Click to view)		Approval Date	Expiration Date			(Click to view)
SF-17-1450-A	Resurface Tennis/Basketball Courts and add a sidewalk at Leo Gurule Park	09/13/2017	01/11/2018	Wage Decision Approved	View Project Requirements Cancel this Wage Decision	Type A



STATE OF NEW MEXICO  
NEW MEXICO DEPARTMENT OF  
WORKFORCE SOLUTIONS  
Labor Relations Division,  
121 Tijeras Ave NE, Suite 3000  
Albuquerque, NM 87102  
www.dws.state.nm.us

### Wage Decision Approval Summary

1) Project Title: Resurface Tennis/Basketball Courts and add a sidewalk at Leo Gurule Park  
Requested Date: 09/12/2017  
Approved Date: 09/13/2017  
Approved Wage Decision Number: SF-17-1450-A

#### Wage Decision Expiration Date for Bids: 01/11/2018

2) Physical Location of Jobsite for Project:

Job Site Address: 22 Camino Bajo

Job Site City: Santa Fe

Job Site County: Santa Fe

3) Contracting Agency Name (Department or Bureau): Santa Fe County

Contracting Agency Contact's Name: Karen Emery

Contracting Agency Contact's Phone: (505) 992-6759 Ext.

4) Estimated Contract Award Date: 11/17/2017

5) Estimated total project cost: \$74,400.00

a. Are any federal funds involved?: No

b. Does this project involve a building?: No

c. Is this part of a larger plan for construction on or appurtenant to the property that is subject to this project?: No

d. Are there any other Public Works Wage Decisions related to this project?: No

e. What is the ultimate purpose or functional use of the construction once it is completed?: Recreational purposes for the Community

6) Classifications of Construction:

Classification Type and Cost Total	Description
Highway/Utilities (A) Cost: \$74,400.00	Construction, alteration repair and demolition of concrete sidewalk, 10' high vinyl coated sports fencing, restoration and upgrade of Basketball Court and Tennis Court.



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## PUBLIC WORKS PROJECT REQUIREMENTS

As a participant in a Public Works project valued at more than \$60,000 in the State of New Mexico, the following list addresses many of the responsibilities that are defined by statute or regulation to each project stakeholder.

### Contracting Agency

- Ensure that all Contractors wishing to bid on a Public Works project when the project is \$60,000 or more are actively registered with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> (Contractor Registration) prior to bidding.
- Please submit Notice of Award (NOA) and Subcontractor List(s) to the PWAA website promptly after the project is awarded.
- Please update the Subcontractor List(s) on the PWAA website whenever changes occur.

### General Contractor

- Provide a complete Subcontractor List and Statements of Intent (SOI) to Pay Prevailing Wages for each Contractor to the Contracting Agency within 3 (three) days of award.
- Ensure that all Subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Submit bi-weekly certified payrolls to the Contracting Agency.
- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.
- Confirm the Wage Rate poster, provided in PWAA, is displayed at the job site in an easily accessible place.
- Make sure, when a project has been completed, the Affidavits of Wages Paid (AWP) are sent to the Contracting Agency.

### Subcontractor

- Ensure that all Subcontractors wishing to bid on a Public Works project have an active Contractor Registration with the Public Works and Apprenticeship Application (PWAA) website: <http://www.dws.state.nm.us/pwaa> prior to bidding when their bid will exceed \$60,000.
- Submit bi-weekly certified payrolls to the General Contractor(s).



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- Make certain the Public Works Apprentice and Training Act contributions are paid either to an approved Apprenticeship Program or to the Public Works Apprentice and Training Fund.

### **Additional Information**

Reference material and forms may be found at New Mexico Department of Workforce Solutions Public Works web pages at: [http://www.dws.state.nm.us/new/Labor\\_Relations/publicworks.html](http://www.dws.state.nm.us/new/Labor_Relations/publicworks.html).

### **CONTACT INFORMATION**

Contact the Labor Relations Division for any questions relating to Public Works projects by email at [public.works@state.nm.us](mailto:public.works@state.nm.us) or call (505) 841-4400.

# TYPE "A" - STREET, HIGHWAY, UTILITY & LIGHT ENGINEERING

Effective January 1, 2017

Trade Classification	Base Rate	Fringe Rate On and Prior to February 10, 2017	Fringe Rate After February 10, 2017
Bricklayer/Blocklayer/Stonemason	23.46	8.40	8.40
Carpenter/Lather	23.75	9.27	9.27
Cement Mason	17.42	6.35	6.35
Ironworker	26.50	14.32	14.32
Painter (Brush/Roller/Spray)	16.60	5.78	5.78
Plumber/Pipefitter	22.84	7.48	7.48
<b>Electricians (outside)</b>			
Groundman	21.81	10.92	10.92
Equipment Operator	31.31	13.39	13.39
Lineman/Wireman or Tech	36.83	14.82	14.82
Cable Splicer	40.51	15.38	15.38
<b>Laborers</b>			
Group I	12.20	5.30	5.30
Group II	12.50	5.30	5.30
Group III	12.90	5.30	5.30
<b>Operators</b>			
Group I	16.69	6.03	6.33
Group II	17.44	6.03	6.33
Group III	17.55	6.03	6.33
Group IV	17.63	6.03	6.33
Group V	17.75	6.03	6.33
Group VI	17.89	6.03	6.33
Group VII	18.27	6.03	6.33
Group VIII	18.50	6.03	6.33
Group IX	25.45	6.03	6.33
Group X	28.35	6.03	6.33
<b>Truck Drivers</b>			
Group I	16.00	7.02	7.02
Group II	16.00	7.02	7.02
Group III	16.00	7.02	7.02
Group IV	16.00	7.02	7.02

**NOTE: SUBSISTENCE, ZONE AND INCENTIVE PAY APPLY ACCORDING TO THE PARTICULAR TRADES COLLECTIVE BARGAINING AGREEMENT. DETAILS ARE LOCATED AT [WWW.DWS.STATE.NM.US](http://WWW.DWS.STATE.NM.US).**

**APPENDIX E**  
**Specifications and Drawings**

**SECTION 1002  
SPECIFICATIONS FOR  
TEXTURED ACRYLIC SURFACING  
FOR CONCRETE BASKETBALL COURTS**

**PART 1 GENERAL**

**1.1 GENERAL DESCRIPTION**

A. Installation of new Textured Acrylic Surfacing for existing concrete surfaced basketball courts.

**1.2 REFERENCES**

The following abbreviations are used:

- American Concrete Institute (ACI)
- National Basketball Association (NBA) Official Rules
- National Federation of State High School Associations (NFHS) Rule Book
- National Collegiate Athletic Association (NCAA) Rule Book
- American Sport Builders Association (ASBA)

**1.3 QUALITY ASSURANCE**

- A. Surfacing shall conform to the guidelines of the ASBA for planarity.
- B. All surface coatings products shall be supplied by a single manufacturer.
- C. The contractor shall record the batch number of each product used on the site and maintain it through the warranty period.
- D. The contractor shall provide the County, upon request, an estimate of the volume of each product to be used on the site.
- E. The installer shall be an authorized applicator of the specified system.
- F. The manufacturer's representative shall be available to help resolve material questions.

**1.4 SUBMITTALS**

- A. Manufacturer specifications for all components, color chart and installation instructions.
- B. Authorized Applicator certificate from the surface system manufacturer.
- C. Reference list from the installer of at least 5 projects of similar scope done in the past 3 years.
- D. Current Material Safety Data Sheets (MSDS).

**1.5 MATERIAL HANDLING AND STORAGE**

- A. Store materials in accordance with manufacturer specifications and MSDS.
- B. Deliver product to the site in original unopened containers with proper labels attached.

**1.6 GUARANTEE**

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

### 1.7 CONTRACTOR/ INSTALLER QUALIFICATIONS

- A. Contractor/ Installer shall be regularly engaged in construction of concrete basketball and multi-purpose court surface color coating systems of similar type to that specified.
- B. Contractor/ Installer shall be an Authorized Applicator of the accepted surface system.
- C. Contractor/ Installer shall be a builder member of the ASBA.

### 1.8 MANUFACTURER QUALIFICATIONS

- A. Manufacturer regularly engaged, for past 5 years, in manufacture of concrete basketball and multi-purpose court surface color coating systems of similar type to that specified.
- B. System manufacturer shall be a member of the ASBA.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

- A. Acceptable Manufacturers / Systems include, but are not limited to the following:
  - 1. Plexipave System by California Products Corp., Andover, MA. 01810.
  - 2. SportMaster Sport Surfaces, PO Box 2277, Sandusky, Ohio 44870
  - 3. Novacrlyic System by Nova Sports U.S.A., 6 Industrial Rd., Bldg. #2., Milford, MA 01757.
  - 4. Advantage Sport Coatings, 5201 Brighton, Kansas City, MO 64130
  - 5. Latex-ite by Dalton Enterprises, Inc., 4051 N. Point Rd., Baltimore, MD 21222
- B. Product substitution: If a system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered.
- C. Special Note: All products, methods, materials, and mixes, including products approved in accordance with paragraph B., above, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor prior to construction.

### 2.2 MATERIALS

- A. Acid etcher – (brand name: California Concrete Preparer, or equal) is a specially formulated acid heat for use in neutralizing the concrete in preparation for the acrylic coating system.
- B. Adhesion Primer – (brand name: California TiCoat, or equal) is a two component water based epoxy primer for uncoated concrete surfaces.
- C. Patching Mix (Brand name: California Court Patch Binder, or equal) - for use in patching cracks, holes, depressions and other surface imperfections.

- D. Crack Filler (Brand name: Plexipave Crack Filler, or equal) - for use in filling fine cracks.
- E. Acrylic Filler Course (Brand name: California Acrylic Resurfacer, or equal) – for use as a filler for new or existing asphalt surfaces. The 100% acrylic filler shall be blended with approved silica sand at the job site.
- F. Acrylic Color Playing Surface (Brand name: Plexichrome/Plexipave Color Base, or equal) – for use as the finish color and texture.
- G. Line Paint (Brand name: California Line Paint, or equal) – for use as the line marking on the court/play surface.
- H. Water – for use in dilution/mixing shall be clean and potable.

### 2.3 MATERIAL SPECIFICATIONS

- A. Concrete Preparer – Phosphoric Acid based surface treatment
  - 1) Percent solids by weight (minimum): 25.5%
  - 2) Weight: 9.5-9.6 lbs./gallon
- B. Concrete primer – 2 component epoxy primer
  - 1) Percent solids by weight (minimum): 34.6-34.8%
  - 2) Weight: 8.55-8.70 lbs./gallon
- C. Court Patch Binder – 100% acrylic resin blended with Portland cement and silica sand.
  - 1) Percent solids by weight (minimum): 46%
  - 2) Weight: 8.7-8.9 lbs./gallon
- D. Crack Filler – 100% acrylic resin heavily filled with sand.
  - 1) Percent solids by weight (minimum): 85%
  - 2) Weight: 15 lbs./gallon
- E. Acrylic Resurfacer – 100% acrylic resin (no vinyl copolymerization constituent). The product shall contain less than 3.5% attapulgite mineral clay.
  - 1) Percent solids by weight (minimum): 26.7%
  - 2) Weight: 8.7-8.9 lbs./gallon
- F. Acrylic Color Playing Surface pigment – 100% acrylic resin (no vinyl copolymerization constituent) with selected light fast pigments.
  - 1) Percent solids by weight (minimum): 43.0%
  - 2) Weight: 10.0 -10.2 lbs./gallon
- G. Acrylic Color Playing Surface base – 100% acrylic resin (containing no vinyl copolymerization constituent).
  - 1) Percent solids by weight (minimum): 74%
  - 2) Weight: 13.1-14.1 lbs./gallon
  - Should not contain more than 63% rounded silica sand.
- H. Line Paint – 100% acrylic resin (containing no alkyds or vinyl constituents). Texturing shall be rounded silica sand.
  - 1) Percent solids by weight (minimum): 60.5%
  - 2) Weight: 12.0-12.3 lbs./gallon
- I. All surfacing materials shall be non-flammable and have a VOC content of less than 100g./ltr. As measured by EPA method 24.
- J. Local sands are not acceptable in the color playing surface. Sands must be incorporated at the manufacturing location to insure quality and stability.

K. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

## PART 3 EXECUTION

### 3.1 WEATHER LIMITATIONS

- A. Do not install when rainfall is imminent or extremely high humidity prevents drying.
- B. Do not apply unless surface and air temperature are a minimum of 50°F and rising.
- C. Do not apply if surface temperature is in excess of 140°F.

### 3.2 PREPARATION FOR ACRYLIC COLOR PLAYING SYSTEM

- A. Clean all surfaces to be coated of loose dirt, oil, grease, leaves, and other debris in strict accordance with manufacturer's directions using a pressure washing creating a minimum of 2,500 psi at the nozzle. Any areas previously showing algae growth shall be treated with bleach or approved product to kill the organisms and then be properly rinsed.
- B. Holes and cracks: Cracks and holes shall be cleaned and a suitable soil sterilant, as approved by the owner, shall be applied to kill all vegetation prior to use of Court Patch Binder according to manufacturer's specifications.
- C. Flood court: Depressions("birdbaths") holding enough water to cover a five cent piece shall be filled with a Court Patch Binder Patching Mix consisting of: 3 gallons of Court Patch Binder, 100 lbs. 60-80 mesh silica sand, 1 gallon Dry Portland Cement (Type I). This step shall be accomplished prior to the squeegee application of Acrylic Resurfacer. The contractor shall flood all the courts and then allow draining. Define and mark all areas holding enough water to cover a nickel. After the defined areas are dry, prime them with a tack coat mixture of 2 parts water/1 part Court Patch Binder. Allow the tack coat to dry completely. Spread the Court Patch Binder mix true to grade using a firm straight edge (not a squeegee) for strike off. Steel trowel or wood float the patch so that the texture matches the surrounding area. Do not add water to the mix. Light misting on surface and edges to feather in is allowed as needed to maintain workability. Allow patches to dry thoroughly and cure.
- D. Acid Treatment: Concrete Preparer shall be applied to all uncoated concrete surfaces at the rate of .01 to .012 gallon per square yard. Dilute 1 gallon of Concrete Preparer with 4 gallons of potable water. Apply liberally to the surface and spread with a soft hair push broom. After the surface has dried remove any dust or latent material.
- E. Primer: California Ti Coat shall be applied to all uncoated concrete surface prior to application of filler materials. Apply at an application rate of .025-.03 gallon per square yard.
  - 1. Mix components at a ratio of 1:1. Let stand for 20-30 minutes prior to use.
  - 2. Apply with a short nap phenolic core roller.
  - 3. Allow the Ti Coat to dry for 1-3 hours until the surface is slightly tacky to the touch. In no case shall the surface be left overnight before receiving an application of Acrylic Resurfacer.
- F. Filler Course. (Acrylic Resurfacer): Filler course shall be applied to the clean underlying surface in one application to obtain a total quantity of not less than 0.06 gallon per square yard

based on the material prior to any dilution. Acrylic Resurfacer may be used to pre-coat depression and crack/hole repairs to achieve better planarity prior to filler course application.

1. Over a properly repaired surface of asphalt on existing courts, apply one coat of Acrylic Resurfacer according to the following mix, or in accordance with the manufacturers latest published recommendations:

Acrylic Resurfacer:	55 gallons
Water:	20 - 40 gallons
Sand:	600-800 pounds / 60-80 mesh
Liquid Yield:	112-138 gallons

2. Mix the ingredients thoroughly using accepted mixing devices and use a 70 Durometer rubber bladed squeegee to apply each coat of Acrylic Resurfacer as required.

3. Allow the application of Acrylic Resurfacer to dry thoroughly. Scrape off all ridges and rough spots prior to any subsequent application of Acrylic Resurfacer or subsequent cushion surface system.

G. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.3 APPLICATION OF ACRYLIC COLOR PLAYING SURFACE

A. All areas to be color coated shall be clean, free from sand, clay, grease, dust, salt or other foreign matters. The Contractor shall obtain the County's approval, prior to applying any surface treatment.

B. Blend color base and Plexichrome (or equal) with a mechanical mixer to achieve a uniform mixture. The mix shall be:

Color Base:	30 gallons
Plexichrome:	20 gallons
Water:	22 gallons

C. Application shall be made by 50 durometer rubber faced squeegees. The mixture should be poured on to the court surface and spread to a uniform thickness in a regular pattern.

D. A total of 3 applications of Fortified Plexipave shall be made to achieve a total application rate of not less than 0.15 gal./sy. No application should be made until the previous application is thoroughly dry.

E. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.4 LINE PAINTING

A. Lines shall be 2" wide. Lines shall be carefully laid out in accordance with NBA, NFHS, or NCAA guidelines, as directed by County. The area to be marked shall be taped to insure a crisp line. The line paint shall have a texture similar to the surrounding play surface.

B. Application shall be made by brush or roller at the manufacturers recommended application rate.

### 3.5 PROTECTION

A. Erect temporary barriers to protect coatings during drying and curing.

B. Lock gates to prevent use until acceptance by the County's representative.

### 3.6 CLEAN UP

Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

**END OF SECTION**

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**SECTION 1004  
SPECIFICATIONS FOR  
TEXTURED ACRYLIC SURFACING  
FOR ASPHALT BASKET BALL COURTS**

**PART 1 GENERAL**

**1.1 GENERAL DESCRIPTION**

A. Installation of new Textured Acrylic Surfacing for asphalt surfaced basket ball courts.

**1.2 REFERENCES**

The following abbreviations are used:

- National Asphalt Paving Association (NAPA)
- American Concrete Institute (ACI)
- National Basketball Association (NBA) Official Rules
- National Federation of State High School Associations (NFHS) Rule Book
- National Collegiate Athletic Association (NCAA) Rule Book
- American Sport Builders Association (ASBA)

**1.3 QUALITY ASSURANCE**

- A. Surfacing shall conform to the guidelines of the ASBA for planarity.
- B. All surface coatings products shall be supplied by a single manufacturer.
- C. The contractor shall record the batch number of each product used on the site and maintain it through the warranty period.
- D. The contractor shall provide the County, upon request, an estimate of the volume of each product to be used on the site.
- E. The installer shall be an authorized applicator of the specified system.
- F. The manufacturer's representative shall be available to help resolve material questions.

**1.4 SUBMITTALS**

- A. Manufacturer specifications for all components, color chart and installation instructions.
- B. Authorized Applicator certificate from the surface system manufacturer.
- C. ITF classification certificate for the system to be installed.
- D. Reference list from the installer of at least 5 projects of similar scope done in each of the past 3 years.
- E. Current Material Safety Data Sheets (MSDS).

**1.5 MATERIAL HANDLING AND STORAGE**

- A. Store materials in accordance with manufacturer specifications and MSDS.

B. Deliver product to the site in original unopened containers with proper labels attached.

## 1.6 GUARANTEE

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

## 1.7 CONTRACTOR/ INSTALLER QUALIFICATIONS

- A. Contractor/ Installer shall be regularly engaged in construction and surfacing of cushioned acrylic tennis courts, play courts or similar surfaces.
- B. Contractor/ Installer shall be an Authorized Applicator of the specified surface system.
- C. Contractor/ Installer shall be a builder member of the ASBA.

## 1.8 MANUFACTURER QUALIFICATIONS

- A. System manufacturer shall provide documentation that the surface to be installed has been classified by the ITF as a medium pace surface.
- B. System manufacturer shall be a member of the ASBA.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

- A. Acceptable Manufacturers / Systems include, but are not limited to the following:
  - 1. Plexipave System by California Products Corp., Andover, MA. 01810.
  - 2. SportMaster Sport Surfaces, PO Box 2277, Sandusky, Ohio 44870
  - 3. Novacrlyic System by Nova Sports U.S.A., 6 Industrial Rd., Bldg. #2., Milford, MA 01757.
  - 4. Advantage Sport Coatings, 5201 Brighton, Kansas City, MO 64130
  - 5. Latex-ite by Dalton Enterprises, Inc., 4051 N. Point Rd., Baltimore, MD 21222
- B. Product substitution: If a system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered. The system shall have an ITF medium pace rating.
- C. All products, methods, materials, and mixes, including products approved in accordance with paragraph B., above, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor prior to construction.

### 2.2 MATERIALS

- A. Patching Mix (Brand name: California Court Patch Binder, or equal) - for use in patching cracks, holes, depressions and other surface imperfections.

- B. Crack Filler (Brand name: Plexipave Crack Filler, or equal) - for use in filling fine cracks.
- C. Acrylic Filler Course (Brand name: California Acrylic Resurfacer, or equal) – for use as a filler for new or existing asphalt surfaces. The 100% acrylic filler shall be blended with approved silica sand at the job site.
- D. Acrylic Color Playing Surface (Brand name: Plexichrome/Plexipave Color Base, or equal) – for use as the finish color and texture.
- G. Line Paint (Brand name: California Line Paint, or equal) – for use as the line marking on the court/play surface.
- H. Water – for use in dilution/mixing shall be clean and potable.

### 2.3 MATERIAL SPECIFICATIONS

- A. Court Patch Binder – 100% acrylic resin blended with Portland cement and silica sand.
  - 1) Percent solids by weight (minimum): 46%
  - 2) Weight: 8.7-8.9 lbs./gallon
- B. Crack Filler – 100% acrylic resin heavily filled with sand.
  - 1) Percent solids by weight (minimum): 85%
  - 2) Weight: 15 lbs./gallon
- C. Acrylic Resurfacer – 100% acrylic resin (no vinyl copolymerization constituent). The product shall contain less than 3.5% attapulgite mineral clay.
  - 1) Percent solids by weight (minimum): 26.7%
  - 2) Weight: 8.7-8.9 lbs./gallon
- D. Acrylic Color Playing Surface pigment – 100% acrylic resin (no vinyl copolymerization constituent) with selected light fast pigments.
  - 1) Percent solids by weight (minimum): 43.0%
  - 2) Weight: 10.0 -10.2 lbs./gallon
- G. Acrylic Color Playing Surface base – 100% acrylic resin (containing no vinyl copolymerization constituent).
  - 1) Percent solids by weight (minimum): 74%
  - 2) Weight: 13.1-14.1 lbs./gallonShould not contain more than 63% rounded silica sand.
- H. Line Paint – 100% acrylic resin (containing no alkyds or vinyl constituents). Texturing shall be rounded silica sand.
  - 1) Percent solids by weight (minimum): 60.5%
  - 2) Weight: 12.0-12.3 lbs./gallon
- I. All surfacing materials shall be non-flammable and have a VOC content of less than 100g./ltr. As measured by EPA method 24.
- J. Local sands are not acceptable in the color playing surface. Sands must be incorporated at the manufacturing location to insure quality and stability.
- K. All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

## PART 3 EXECUTION

### 3.1 WEATHER LIMITATIONS

- A. Do not install when rainfall is imminent or extremely high humidity prevents drying.
- B. Do not apply unless surface and air temperature are a minimum of 50°F and rising.
- C. Do not apply if surface temperature is in excess of 140°F.

### 3.2 PREPARATION FOR ACRYLIC COLOR PLAYING SYSTEM

- A. New asphalt surfaces shall cure for a minimum of 14 days. Clean all surfaces to be coated of loose dirt, oil, grease, leaves, and other debris in strict accordance with manufacturer's directions using a pressure washing creating a minimum of 2,500 psi at the nozzle. Any areas previously showing algae growth shall be treated with bleach or approved product to kill the organisms and then be properly rinsed.
- B. Holes and cracks: Cracks and holes shall be cleaned and a suitable soil sterilant, as approved by the owner, shall be applied to kill all vegetation prior to use of Court Patch Binder according to manufacturer's specifications.
- C. Flood court: Depressions("birdbaths") holding enough water to cover a five cent piece shall be filled with a Court Patch Binder Patching Mix consisting of: 3 gallons of Court Patch Binder, 100 lbs. 60-80 mesh silica sand, 1 gallon Dry Portland Cement (Type I). This step shall be accomplished prior to the squeegee application of Acrylic Resurfacer. The contractor shall flood all the courts and then allow draining. Define and mark all areas holding enough water to cover a nickel. After the defined areas are dry, prime them with a tack coat mixture of 2 parts water/1 part Court Patch Binder. Allow the tack coat to dry completely. Spread the Court Patch Binder mix true to grade using a firm straight edge (not a squeegee) for strike off. Steel trowel or wood float the patch so that the texture matches the surrounding area. Do not add water to the mix. Light misting on surface and edges to feather in is allowed as needed to maintain workability. Allow patches to dry thoroughly and cure.
- D. Filler Course. (Acrylic Resurfacer): Filler course shall be applied to the clean underlying surface in one application to obtain a total quantity of not less than 0.06 gallon per square yard based on the material prior to any dilution. Acrylic Resurfacer may be used to pre-coat depression and crack/hole repairs to achieve better planarity prior to filler course application.
  - 1. Over a properly repaired surface of asphalt on existing courts, apply one coat of Acrylic Resurfacer according to the following mix, or in accordance with the manufacturers latest published recommendations:

Acrylic Resurfacer:	55 gallons
Water:	20 - 40 gallons
Sand:	600-800 pounds / 60-80 mesh
Liquid Yield:	112-138 gallons

On new asphalt overlay courts, two coats of Acrylic Resurfacer shall be used to properly fill all voids in the asphalt surface. Use clean, dry 50-60 mesh sand and clean, potable water to make

mixes. The quantity of sand and water in the above mix may be adjusted within above limits to complement the roughness and temperature of the surface.

2. Mix the ingredients thoroughly using accepted mixing devices and use a 70 Durometer rubber bladed squeegee to apply each coat of Acrylic Resurfacer as required.

3. Allow the application of Acrylic Resurfacer to dry thoroughly. Scrape off all ridges and rough spots prior to any subsequent application of Acrylic Resurfacer or subsequent cushion surface system.

E. All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.3 APPLICATION OF ACRYLIC COLOR PLAYING SURFACE

A. All areas to be color coated shall be clean, free from sand, clay, grease, dust, salt or other foreign matters. The Contractor shall obtain the County's approval, prior to applying any surface treatment.

B. Blend color base and Plexichrome (or equal) with a mechanical mixer to achieve a uniform mixture. The mix shall be:

Color Base:	30 gallons
Plexichrome:	20 gallons
Water:	22 gallons

C. Application shall be made by 50 durometer rubber faced squeegees. The mixture should be poured on to the court surface and spread to a uniform thickness in a regular pattern.

D. A total of 3 applications of Fortified Plexipave shall be made to achieve a total application rate of not less than 0.15 gal./sy. No application should be made until the previous application is thoroughly dry.

E. All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.4 LINE PAINTING

A. Lines shall be 2" wide. Lines shall be carefully laid out in accordance with NBA, NFHS, or NCAA guidelines, as directed by County. The area to be marked shall be taped to insure a crisp line. The line paint shall have a texture similar to the surrounding play surface.

B. Application shall be made by brush or roller at the manufacturers recommended application rate.

### 3.5 PROTECTION

A. Erect temporary barriers to protect coatings during drying and curing.

B. Lock gates to prevent use until acceptance by the County's representative.

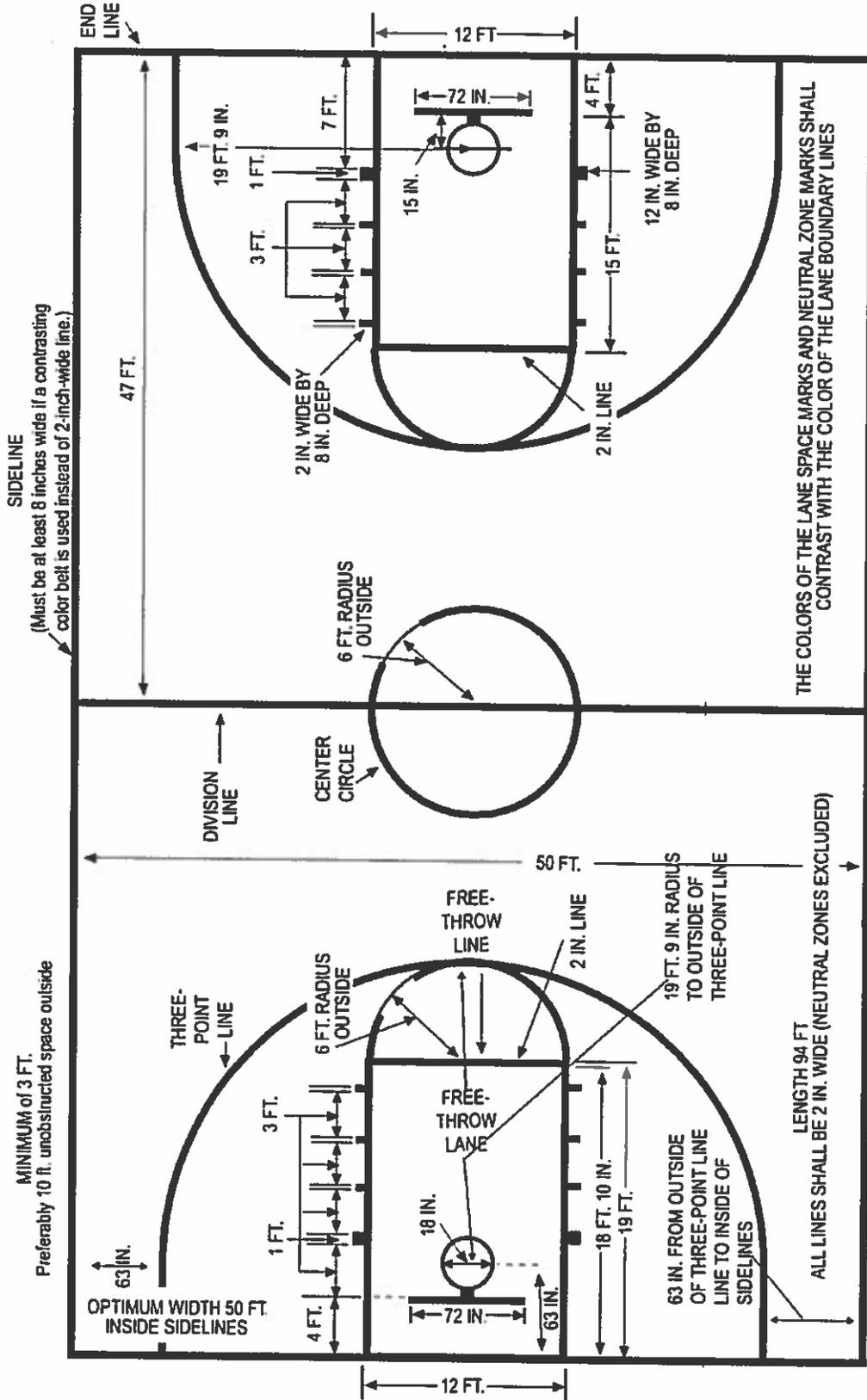
### 3.6 CLEAN UP

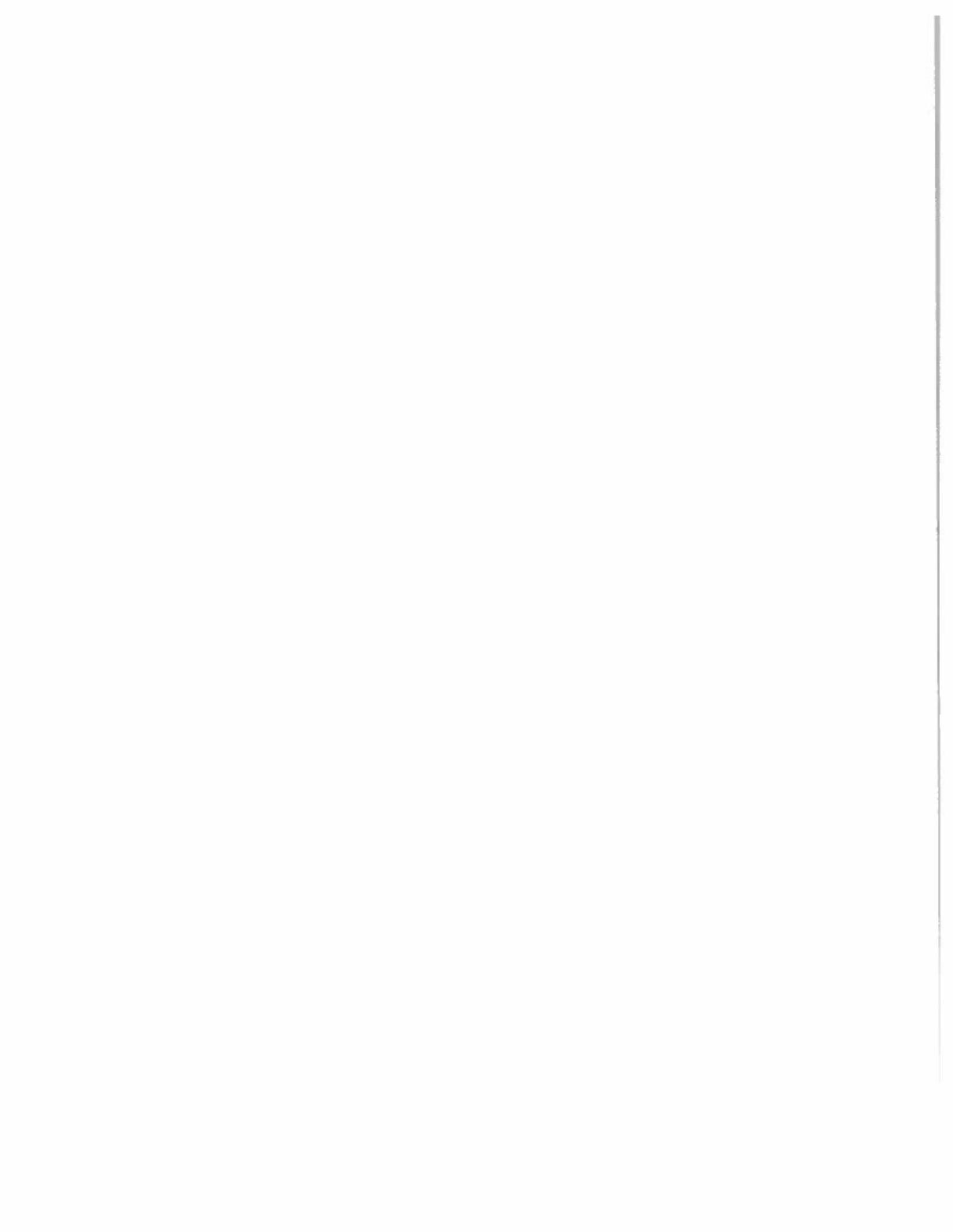
Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

**END OF SECTION**

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# STANDARD BASKETBALL COURT DIMENSIONS





**SECTION 1006 SPECIFICATIONS FOR CHAIN LINK FENCE  
PVC COATED CHAIN LINK FABRIC ON PVC COLOR COATED GALVANIZED  
FRAMEWORK**

**PART 1 – GENERAL**

**1.01 SECTION INCLUDES**

- A. Poly Vinyl Chloride (PVC) coated chain link fabric with PVC color coated galvanized steel framework and accessories for tennis court applications.

**1.02 REFERENCES**

- A. ASTM F552 Standard Terminology Relating to Chain Link Fencing
- B. ASTM F567 Standard Practice for Installation of Chain Link Fence
- C. ASTM F626 Standard Specification for Fence Fittings
- D. ASTM F668 Standard Specification for Polyvinyl Chloride (PVC) and Other Organic Polymer-Coated Steel Chain Link Fence Fabric
- E. ASTM F900 Standard Specification for Industrial and Commercial Swing Gates
- F. ASTM F934 Standard Specification for Standard Colors for Polymer-Coated Chain Link Fence Materials
- G. ASTM F969 Standard Practice for Construction of Chain-Link Tennis Court Fence.
- H. ASTM F1043 Standard Specification for Strength and Protective Coatings on Steel Industrial Chain Link Fence Framework
- I. ASTM F1083 Standard Specification for Pipe, Steel, Hot-Dipped Zinc-Coated (Galvanized) Welded, for Fence Structures
- J. ASTM F1184 Standard Specification for Industrial and Commercial Horizontal Slide Gates
- K. ASTM F1664 Standard Specification for Polyvinyl Chloride (PVC) and Other Conforming Organic Polymer-Coated Steel Tension Wire Used With Chain Link Fence

**1.03 SUBMITTALS**

- A. Changes in specifications may not be made after the bid date.

- B. Shop drawings: Layout of fences and gates with dimensions, details, and finishes of components, accessories, and post foundations.
- C. Product data: Manufacturer's catalog cuts indicating material compliance and specified options.

#### **1.04 QUALITY ASSURANCE**

- A. Manufacturer: Company having manufacturing facilities in the United States with 5 years experience specializing in manufacturing of chain link fence products.
- B. Fence contractor: Contractor having 5 years experience installing similar projects in accordance with ASTM F567.
- C. Tolerances: ASTM current specification and tolerances apply and supersede any conflicting tolerance.
- D. Substitutions: Alternate chain link products may be acceptable by the architect as equal if approved in writing ten days prior to bidding provided that the items submitted meet the specifications contained in this document.
- E. Single source: To ensure system integrity, obtain the chain link system, framework, fabric, fittings, gates and accessories from a single source.

### **PART 2 - PRODUCTS**

#### **2.01 MANUFACTURER**

Approved Manufacturer: Master Halco, Inc., One City Blvd. West, Suite 900, Orange, CA 92868; OR APPROVED EQUAL.

#### **2.02 CHAIN LINK FENCE FABRIC**

- A. Poly Vinyl Chloride (PVC) color coated steel chain link fabric per ASTM F668.
- B. Size and Height: Chain link fabric: 1-3/4 in. mesh, 9 gauge, 10 ft. height.
- C. Selvage of fabric: Knuckle at top and bottom.
- D. Color of chain link fabric per ASTM F934: Dark Green.

#### **2.03 DARK GREEN PVC COLOR COATED STEEL FENCE FRAMEWORK**

- A. Steel pipe Type I: ASTM F1043 Group IA, ASTM F1083 standard weight schedule 40 hot-dip galvanized pipe having a zinc coating of 1.8 oz/ft<sup>2</sup> on the outside and 1.8 oz/ft<sup>2</sup> on the inside surface. Exterior of pipe to have F1043 PVC thermally fused color coating, minimum thickness 10 mils.  
Regular Grade: Minimum steel yield strength of 30,000 psi.
- B. Pipe End and Corner Post: 4 in. O.D.

- C. Pipe Line Post: 2.875 in. O.D.
- D. Pipe Rail and Braces, 1.660 in. O.D.

## **2.04 FITTINGS**

- A. All fittings to be PVC thermally fused color coated having a minimum thickness of 0.006" per ASTM F626. PVC color to match fabric and framework. Moveable parts, nuts and bolts to be field coated with PVC liquid touch up after installation.
- B. Post caps: ASTM F626 galvanized pressed steel, malleable iron, or aluminum alloy weather tight closure cap for tubular posts. Provide one cap for each post. When top rail is specified provide line post loop tops to secure top rail.
- C. Rail ends: Galvanized pressed steel per ASTM F626, for connection of rails to post using a brace band.
- D. Top rail sleeves: 7" galvanized steel sleeve per ASTM F626.
- E. Wire ties: 9 gauge (0.148") galvanized steel wire for attachment of fabric to line posts and rails. Pre-formed hog ring ties to be 9 gauge (0.148") galvanized steel or aluminum for attachment of fabric to tension wire. Tie wire and hog rings PVC coated and in compliance with ASTM F626. Color to match fabric color.
- F. Brace and tension (stretcher bar) bands: ASTM F626 galvanized 12 gauge (0.105") pressed steel by 3/4" formed to a minimum 300 degree profile curvature for post attachment. Secure bands using minimum 5/16" galvanized carriage bolt and nut.
- G. Tension (stretcher) galvanized steel bars: One piece lengths equal to 2 inches less than full height of fabric with a minimum cross-section of 3/16" x 3/4" per ASTM F626. Provide tension (stretcher) bars where chain link fabric is secured to the terminal post.
- H. Truss rod assembly: Galvanized steel minimum 5/16" diameter truss rod with pressed steel tightener, in accordance with ASTM F626
- I. Carriage bolts and nuts: Galvanized of commercial quality

## **2.05 TENSION WIRE**

- A. Tension wire: Poly Vinyl Chloride (PVC) coated metallic coated steel tension wire per ASTM F 1664 7 gauge steel core wire, 0.177" , PVC coating class and color to match chain link fabric

## **2.07 CHAIN LINK SWING GATES**

- A. Swing gates single leaf 4 ft. opening by 10 ft. high. Fabricate chain link swing gates in accordance with ASTM F900. Gate frame to be of welded construction. Weld areas to be protected with zinc-rich paint per ASTM A780 then over coated with liquid PVC to match frame. The gate frame members are to be spaced no greater than 8' 0" apart horizontally or vertically. Exterior members to be 1.900" OD pipe, interior members when required shall be 1.660" OD pipe. PVC coated pipe to be per section 2.03. Chain link fabric to match specification of fence system. Fabric to be stretched tightly and secured to vertical outer frame members using tension bar and tension bands spaced 12" on center and tied to the horizontal and interior members 12" on center using 9 gauge galvanized steel ties per section 2.04.
- B. Hinges, hot dip galvanized pressed steel or malleable iron, structurally capable of supporting gate leaf and allow opening and closing without binding. Non-lift-off type hinge design shall permit gate to swing 180°.
- C. Latch: Galvanized forked type capable of retaining gate in closed position and have provision for padlock. Latch shall permit operation from either side of gate.
- D. Latch, hinges, moveable parts may be field coated with liquid PVC.
- E. Gate posts: PVC color coated per section 2.03, 4.0 in. O.D.

## **2.09 POST SETTING MATERIALS**

- A. Concrete: Minimum 28 day compressive strength of 3,000 psi.

## **PART 3 EXECUTION**

### **3.01 SITE EXAMINATION**

- A. Ensure property lines and legal boundaries of work are clearly established.
- B. Layout of fence location to be provided by contractor.
- C. Verify areas to receive fencing are completed to final grade.

### **3.02 CHAIN LINK FRAMEWORK INSTALLATION**

- A. Install chain link fence system in accordance with ASTM F567 and manufacturer's instructions.
- B. Locate terminal post at each fence termination and change in horizontal or vertical direction of 30° or more.
- C. Space line posts uniformly maximum 10 feet on center.
- D. Concrete set posts: Dig holes in firm, undisturbed or compacted soil. Holes shall have diameter 4 times greater than outside dimension of post, and depths approximately 6" deeper than post

bottom. Excavate deeper as required for adequate support in soft and loose soils, and for posts with heavy lateral loads. Set post bottom 36" below surface when in firm, undisturbed soil. Place concrete around posts in a continuous pour. Trowel finish around post and slope to direct water away from posts.

- E. Check each post for vertical and top alignment, and maintain in position during placement and finishing operations.
- F. Bracing: Install horizontal brace and truss assembly at mid-height or above for fences 6 feet and over at each fabric connection to the terminal post. The diagonal truss rod is installed at the point where the brace rail is attached to the terminal post and diagonally down to the bottom of the adjacent line post. Place the truss rod in tension by adjusting the turnbuckle.
- G. Tension wire: Install tension wires so that it will be located 4" up from bottom the fabric. If top rail is not specified, install the tension wire so that it will be located 4" down from the top of the fabric. Stretch and Install tension wire before installing the chain link fabric and attach it to each post using wire ties.
- H. Top rail: Install in lengths of 21 feet. Connect ends with sleeves forming a rigid connection, allow for expansion and contraction.
- I. Touch up any nicks or scratches of the PVC color coating with liquid PVC paint.

### **3.03 CHAIN LINK FABRIC INSTALLATION**

- A. Fabric: Install fabric on security side, pull fabric taut; thread the tension bar through fabric and attach to terminal posts with tension bands spaced maximum of 15" on center and attach so that fabric remains in tension after pulling force is released. Install fabric so that it is 2" +/- 1" above finish grade.
- B. Secure fabric using wire ties to line posts at 15" on center and to rails and braces 24" on center, and to the tension wire using hog rings 24" on center. Tie wire shall be secured to the fabric by wrapping it two 360 degree turns around the chain link wire pickets. Cut off any excess wire and bend back so as not to protrude so as to avoid injury if a pedestrian may come in contact with the fence.

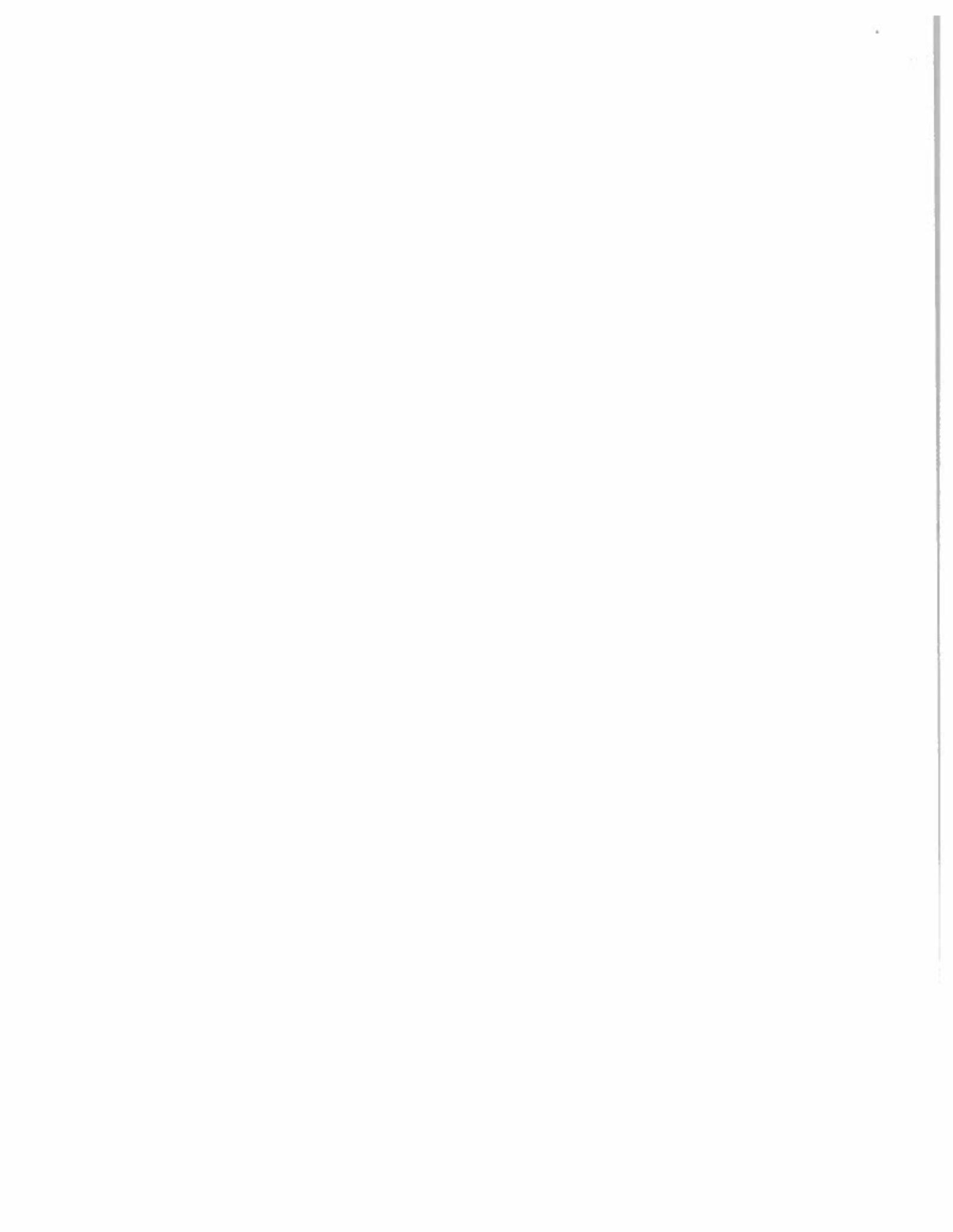
### **3.04 CHAIN LINK GATE INSTALLATION**

- A. Swing gates: Installation of swing gates and gate posts shall be per ASTM F567. Gates shall be hung plumb in the closed position with minimal space from grade to bottom of gate leaf.

### **3.05 SITE CLEAN UP**

- A. Clean up area adjacent to fence line from debris and unused material created by fence installation.

END OF SECTION



**SECTION 1001  
SPECIFICATIONS FOR  
TEXTURED ACRYLIC SURFACING  
FOR TENNIS COURTS**

**PART I GENERAL**

**1.1 GENERAL DESCRIPTION**

- A. Installation of new Textured Acrylic Surfacing for asphalt surfaced tennis courts.

**1.2 REFERENCES**

National Asphalt Paving Association (NAPA)  
United States Tennis Association (USTA)  
International Tennis Federation (ITF)  
American Sport Builders Association (ASBA)

**1.3 QUALITY ASSURANCE**

- A. Surfacing shall conform to the guidelines of the ASBA for planarity.
- B. All surface coatings products shall be supplied by a single manufacturer.
- C. The contractor shall record the batch number of each product used on the site and maintain it through the warranty period.
- D. The contractor shall provide the County, upon request, an estimate of the volume of each product to be used on the site.
- E. The installer shall be an authorized applicator of the specified system.
- F. The manufacturer's representative shall be available to address questions regarding application, installation, and materials.

**1.4 SUBMITTALS**

- A. Manufacturer specifications for all components, color chart and installation instructions.
- B. Authorized Applicator certificate from the surface system manufacturer.
- C. ITF classification certificate for the system to be installed.
- D. Reference list from the installer of at least 5 similar projects completed in the past 3 years.
- E. Current Material Safety Data Sheets (MSDS).

**1.5 MATERIAL HANDLING AND STORAGE**

- A. Store materials in accordance with manufacturer specifications and MSDS.

- B. Deliver product to the site in original unopened containers with proper labels attached.

## 1.6 GUARANTEE

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

## 1.7 CONTRACTOR/ INSTALLER QUALIFICATIONS

- A. Contractor/ Installer shall be regularly engaged in construction and surfacing of tennis courts, play courts or similar surfaces.
- B. Contractor/ Installer shall be an Authorized Applicator of the specified surface system.
- C. Contractor/ Installer shall be a builder member of the ASBA.

## 1.8 MATERIAL AND SYSTEM MANUFACTURER QUALIFICATIONS

- A. System manufacturer shall provide documentation that the surface to be installed has been classified by the ITF as a medium pace surface.
- B. System manufacturer shall be a member of the ASBA.

## PART 2 PRODUCTS

### 2.1 MATERIAL AND SYSTEM MANUFACTURERS

- A. Acceptable Manufacturers / Systems include, but are not limited to, the following:
  - 1. Plexipave System by California Products Corp., Andover, MA. 01810.
  - 2. SportMaster Sport Surfaces, PO Box 2277, Sandusky, Ohio 44870
  - 3. Novacrlyic System by Nova Sports U.S.A., 6 Industrial Rd., Bldg. #2., Milford, MA 01757.
  - 4. Advantage Sport Coatings, 5201 Brighton, Kansas City, MO 64130
  - 5. Latex-ite by Dalton Enterprises, Inc., 4051 N. Point Rd., Baltimore, MD 21222
- B. Product substitution: If a system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the Owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered.
- C. All products, methods, materials, and mixes, including products approved in accordance with paragraph B., above, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor and brought to the Owner's attention prior to construction.

## 2.2 MATERIALS

- A. Patching Mix (Brand name: California Court Patch Binder, or equal) - for use in patching cracks, holes, depressions and other surface imperfections.
- B. Crack Filler (Brand name: Plexipave Crack Filler, or equal) - for use in filling fine cracks.
- C. Acrylic Filler Course (Brand name: California Acrylic Resurfacer, or equal) – for use as a filler for new or existing asphalt surfaces. The 100% acrylic filler shall be blended with approved silica sand at the job site.
- D. Acrylic Color Playing Surface (Brand name: Plexichrome/Plexipave Color Base, or equal) – for use as the finish color and texture.
- E. Line Paint (Brand name: California Line Paint, or equal) – for use as the line marking on the court/play surface.
- G. Water – for use in dilution/mixing shall be clean and potable.

## 2.3 MATERIAL SPECIFICATIONS

- A. Patching Mix – 100% acrylic resin blended with Portland cement and silica sand.
  - 1. Percent solids by weight (minimum): 46%
  - 2. Weight: 8.7-8.9 lbs. /gallon
- B. Crack Filler – 100% acrylic resin heavily filled with sand.
  - 1. Percent solids by weight (minimum): 85%
  - 2. Weight: 15 lbs. /gallon
- C. Acrylic Filler Course – 100% acrylic resin (no vinyl copolymerization constituent). The product shall contain less than 3.5% attapulgite mineral clay.
  - 1. Percent solids by weight (minimum): 26.7%
  - 2. Weight: 8.7-8.9 lbs. /gallon
- D. Acrylic Color Playing Surface pigment – 100% acrylic resin (no vinyl copolymerization constituent) with selected light fast pigments.
  - 1. Percent solids by weight (minimum): 43.0%
  - 2. Weight: 10.0 -10.2 lbs. /gallon
- E. Acrylic Color Playing Surface base – 100% acrylic resin (containing no vinyl copolymerization constituent).
  - 1. Percent solids by weight (minimum): 74%
  - 2. Weight: 13.1-14.1 lbs. /gallonShould not contain more than 63% rounded silica sand.
- F. Line Paint – 100% acrylic resin (containing no alkyds or vinyl constituents). Texturing shall be rounded silica sand.
  - 1. Percent solids by weight (minimum): 60.5%
  - 2. Weight: 12.0-12.3 lbs. /gallon
- G. All surfacing materials shall be non-flammable and have a VOC content of less than 100g. /ltr., as measured by EPA method 24.
- H. Local sands are not acceptable in the color playing surface. Sands must be incorporated at the manufacturing location to insure quality and stability.
- I. All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance

with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### PART 3 EXECUTION

#### 3.1 REMOVAL/ REPLACEMENT OF NET POSTS / NETS

- A. Existing net post foundations and center strap foundations shall be completely removed prior to installation of asphalt surface.
- B. New foundations shall be situated so as to provide a clear distance between posts of forty-two feet (42') apart.
- C. Net post shall be installed with foundations of no less than twenty-four inches (24") in diameter at the top, no less than thirty inches (30") in diameter at the base, and no less than forty-eight inches (48") in depth. Galvanized net post sleeves shall be installed flush with the new finished surface.
- D. Center strap anchors footings shall have a diameter no less than twelve inches (12") at the top, sixteen inches (16") at the bottom, and twelve inches (12") in depth. A center strap pipe anchor shall be installed flush with the new finished surface.
- E. Acceptable products include, but are not limited to, the following:
  - 1. Premier XS #63032BR net posts by Douglas Ind., 3441 S. 11<sup>th</sup> Ave., Eldridge, IA 52748.
  - 2. Championship Net TN-45 #20045 by Douglas Ind., 3441 S. 11<sup>th</sup> Ave. Eldridge, IA 52748.
  - 3. Courtmaster Royale #T4970G net posts by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.
  - 4. Courtmaster Royale #T4905G nets by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.
  - 5. Championship #00885 net posts by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822
  - 6. Championship #02237-000 nets by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822

#### 3.2 TEMPERATURE REQUIREMENTS FOR MATERIALS

- A. Do not install when rainfall is imminent or extremely high humidity prevents drying.
- B. Do not apply unless surface and air temperature are a minimum of 50°F and rising.
- C. Do not apply if surface temperature is in excess of 140°F.

#### 3.3 PREPARATION FOR ACRYLIC COLOR PLAYING SYSTEM

- A. New asphalt surfaces shall cure for a minimum of 14 days. Clean all surfaces to be coated of loose dirt, oil, grease, leaves, and other debris in strict accordance with manufacturer's directions using a pressure washing creating a minimum of 2,500 psi at the nozzle. Any areas previously showing algae growth shall be treated with bleach or approved product to kill the organisms and then be properly rinsed.

- B. Cracks and holes: Cracks and holes shall be cleaned and a suitable soil sterilant, as approved by the owner, shall be applied to kill all vegetation prior to use of Court Patch Binder according to manufacturer's specifications.
- C. Flood court: Depressions("birdbaths") holding enough water to cover a nickel piece shall be filled with a Patching Mix consisting of: 3 gallons of Court Patch Binder, 100 lbs. 60-80 mesh silica sand, 1 gallon Dry Portland Cement (Type I). This step shall be accomplished prior to the squeegee application of Acrylic Resurfacer. The contractor shall flood all the courts and then allow draining. Define and mark all areas holding enough water to cover a nickel. After the defined areas are dry, prime them with a tack coat mixture of 2 parts water / 1 part Court Patch Binder. Allow the tack coat to dry completely. Spread the Court Patch Binder mix true to grade using a firm straight edge (not a squeegee) for strike off. Steel trowel or wood float the patch so that the texture matches the surrounding area. Do not add water to the mix. Light misting on surface and edges to feather in is allowed as needed to maintain workability. Allow patches to dry thoroughly and cure.
- D. Acrylic Filler Course: Filler course shall be applied to the clean underlying surface in one application to obtain a total quantity of not less than 0.06 gallon per square yard based on the material prior to any dilution. Acrylic Filler Course may be used to pre-coat depression and crack/hole repairs to achieve better planarity prior to filler course application.

1. Over a properly repaired surface of asphalt on existing courts, apply one coat of Acrylic Filler Course according to the following mix, or in accordance with the manufacturers latest published recommendations:

Acrylic Resurfacer-	55 gallons
Water-	20 - 40 gallons
Sand-	600-800 pounds / 60-80 mesh
Liquid Yield-	112-138 gallons

On new asphalt overlay courts, two coats of Acrylic Filler Course shall be used to properly fill all voids in the asphalt surface. Use clean, dry 50-60 mesh sand and clean, potable water to make mixes. The quantity of sand and water in the above mix may be adjusted within above limits to complement the roughness and temperature of the surface.

2. Mix the ingredients thoroughly using accepted mixing devices and use a 70 Durometer rubber bladed squeegee to apply each coat of Acrylic Filler Course as required.
  3. Allow the application of Acrylic Filler Course to dry thoroughly. Scrape off all ridges and rough spots prior to any subsequent application of Acrylic Filler Course or subsequent cushion surface system.
- E. All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor and brought to the Owner's attention prior to construction.

### 3.4 APPLICATION OF ACRYLIC COLOR PLAYING SURFACE

- A. All areas to be color coated shall be clean, free from sand, clay, grease, dust, salt or other foreign matters. The Contractor shall obtain the Owners's approval, prior to applying any surface treatment.
- B. Blend color base and Acrylic Color Playing Surface pigment (Plexichrome or equal) with a mechanical mixer to achieve a uniform mixture. The mix shall be:

Color Base-	30 gallons
Acrylic Color Playing Surface pigment (Plexichrome) -	20 gallons
Water-	22 gallons

- C. Application shall be made by 50 durometer rubber faced squeegees. The mixture should be poured on to the court surface and spread to a uniform thickness in a regular pattern.
- D. A total of 3 applications of Acrylic Color Playing Surface mix (Fortified Plexipave) shall be made to achieve a total application rate of not less than 0.15 gal. /sy. No application should be made until the previous application is thoroughly dry.
- E. All products, materials, and mixes, including approved substitute products / systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor and brought to the Owner's attention prior to construction.

### 3.5 LINE PAINTING

- A. Lines shall be 2" wide. Lines shall be carefully laid out in accordance with ASBA and USTA guidelines. The area to be marked shall be taped to insure a crisp line. The line paint shall have a texture similar to the surrounding play surface.
- B. Application shall be made by brush or roller at the manufacturers recommended application rate.

### 3.6 PROTECTION

- A. Erect temporary barriers to protect coatings during drying and curing.
- B. Lock gates to prevent use until acceptance by the County's representative.

### 3.7 CLEAN UP

Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

END OF SECTION

**SECTION 1002  
SPECIFICATIONS FOR  
CUSHIONED ACRYLIC SURFACING  
FOR TENNIS COURTS**

**PART 1 GENERAL**

**1.1 GENERAL DESCRIPTION**

- A. Installation of new Cushioned Acrylic Surfacing for asphalt surfaced tennis courts.

**1.2 REFERENCES**

The following abbreviations are used:

- National Asphalt Paving Association (NAPA)
- United States Tennis Association (USTA)
- International Tennis Federation (ITF)
- American Sport Builders Association (ASBA)

**1.3 QUALITY ASSURANCE**

- A. Surfacing shall conform to the guidelines of the ASBA for planarity.
- B. All surface coatings products shall be supplied by a single manufacturer.
- C. The contractor shall record the batch number of each product used on the site and maintain it through the warranty period.
- D. The contractor shall provide the County, upon request, an estimate of the volume of each product to be used on the site.
- E. The installer shall be an authorized applicator of the specified system.
- F. The manufacturer's representative shall be available to help resolve material questions.

**1.4 SUBMITTALS**

- A. Manufacturer specifications for all components, color chart and installation instructions.
- B. Authorized Applicator certificate from the surface system manufacturer.
- C. ITF classification certificate for the system to be installed.
- D. Reference list from the installer of at least 5 projects of similar scope done in each of the past 3 years.
- E. Current Material Safety Data Sheets (MSDS).

**1.5 MATERIAL HANDLING AND STORAGE**

- A. Store materials in accordance with manufacturer specifications and MSDS.
- B. Deliver product to the site in original unopened containers with proper labels attached.

**1.6 GUARANTEE**

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

### 1.7 CONTRACTOR/ INSTALLER QUALIFICATIONS

- A. Contractor/ Installer shall be regularly engaged in construction and surfacing of cushioned acrylic tennis courts, play courts or similar surfaces.
- B. Contractor/ Installer shall be an Authorized Applicator of the specified surface system.
- C. Contractor/ Installer shall be a builder member of the ASBA.

### 1.8 MANUFACTURER QUALIFICATIONS

- A. System manufacturer shall provide documentation that the surface to be installed has been classified by the ITF as a medium pace surface.
- B. System manufacturer shall be a US owned company.
- C. System manufacturer shall be a member of the ASBA.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

A. Acceptable Manufacturers / Systems include, but are not limited to the following:

1. DecoTurf, a subsidiary of California Products Corp., Andover, MA. 01810.
2. SportMaster Sport Surfaces, PO Box 2277, Sandusky, Ohio 44870
3. Nova Sports U.S.A., 6 Industrial Rd., Bldg. #2., Milford, MA 01757.
4. Advantage Sport Coatings, 5201 Brighton, Kansas City, MO 64130
5. Latex-ite by Dalton Enterprises, Inc., 4051 N. Point Rd., Baltimore, MD 21222

B. Product substitution: If a system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered. The system shall have an ITF medium pace rating.

C. Special Note: All products, methods, materials, and mixes, including products approved in accordance with paragraph B., above, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor prior to construction.

### 2.2 MATERIALS

- A. Patching Mix (Brand name: California Court Patch Binder, or equal) - for use in patching cracks, holes, depressions and other surface imperfections.
- B. Crack Filler (Brand name: California Crack Filler, or equal) - for use in filling fine cracks.

- C. Acrylic Filler Course (Brand name: California Acrylic Resurfacer, or equal) – for use as a filler for new or existing asphalt surfaces. The 100% acrylic filler shall be blended with approved silica sand at the job site.
- D. Latex resin/ EPDM cushioning base layer (Brand name: DecoTurf II, or equal) – course rubber-filled material used to build depth and resilience.
- E. Latex resin/ EPDM cushioning surface layer (Brand name: DecoBase II, or equal) – fine rubber-filled material used to build density and resilience.
- F. Acrylic Color Playing Surface (Brand name: DecoColor MP Classic/DecoBase I, or equal) – for use as the finish color and texture.
- G. Line Paint (Brand name: California Line Paint, or equal) – for use as the line marking on the court/play surface.
- H. Water – for use in dilution/mixing shall be clean and potable.

### 2.3 MATERIAL SPECIFICATIONS

- A. Court Patch Binder – 100% acrylic resin blended with Portland cement and silica sand.
  - 1) Percent solids by weight (minimum): 46%
  - 2) Weight: 8.7-8.9 lbs./gallon
- B. Crack Filler – 100% acrylic resin heavily filled with sand.
  - 1) Percent solids by weight (minimum): 85%
  - 2) Weight: 15 lbs./gallon
- C. Acrylic Resurfacer – 100% acrylic resin (no vinyl copolymerization constituent). The product shall contain less than 3.5% attapulgite mineral clay.
  - 1) Percent solids by weight (minimum): 26.7%
  - 2) Weight: 8.7-8.9 lbs./gallon
- D. Cushioning base layer – Latex resin filled with .5-1.0 mm EPDM granule.
  - 1) Percent solids by weight (minimum): 48%
  - 2) Weight: 9.3 lbs./gallon
- E. Cushioning surface layer – Latex resin filled with EPMD granule of >.5mm
  - 1) Percent solids by weight (minimum): 43%
  - 2) Weight: 9.4 lbs./gallon
- F. Acrylic Color Playing Surface pigment – 100% acrylic resin (no vinyl copolymerization constituent) with selected light fast pigments
  - 1) Percent solids by weight (minimum): 43.0%
  - 2) Weight: 10.5 lbs./gallon
- G. Acrylic Color Playing Surface binder – 100% acrylic resin (containing no vinyl copolymerization constituent).
  - 1) Percent solids by weight (minimum): 71%
  - 2) Weight: 12.0 lbs./gallon
 Should not contain more than 63% rounded silica sand.
- H. Line Paint – 100% acrylic resin (containing no alkyds or vinyl constituents). Texturing shall be rounded silica sand.
  - 1) Percent solids by weight (minimum): 60.5%
  - 2) Weight: 12-12.3 lbs./gallon
- I. All surfacing materials shall be non-flammable and have a VOC content of less than 100g./ltr. As measured by EPA method 24.

J. Local sands are not acceptable in the color playing surface. Sands must be incorporated at the manufacturing location to insure quality and stability.

K. Special Note: All products, materials, and mixes, including approved substitute products/systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### PART 3 EXECUTION

#### 3.0 REMOVAL/ REPLACEMENT OF NET POSTS

A. Existing net post foundations and center strap foundations shall be completely removed prior to installation of asphalt surface.

B. New foundations shall be situated so as to provide a clear distance between posts of forty-two feet (42') apart.

C. Net post shall be installed with foundations of no less than twenty-four inches (24") in diameter at the top, no less than thirty inches (30") in diameter at the base, and no less than forty-eight inches (48") in depth. Net post galvanized sleeves shall be installed flush with the new finished surface.

D. Center strap anchors footings shall have a diameter no less than twelve inches (12") at the top, sixteen inches (16") at the bottom, and twelve inches (12") in depth. A center strap pipe anchor shall be installed flush with the new finished surface.

E. Acceptable products include, but are not limited to the following:

1. Premier XS #63032BR net posts by Douglas Ind., 3441 S. 11<sup>th</sup> Ave., Eldridge, IA 52748.
2. Championship Net TN-45 #20045 by Douglas Ind., 3441 S. 11<sup>th</sup> Ave. Eldridge, IA 52748.
3. Courtmaster Royale #T4970G net posts by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.
4. Courtmaster Royale #T4905G nets by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.

#### 3.1 WEATHER LIMITATIONS

A. Do not install when rainfall is imminent or extremely high humidity prevents drying.

B. Do not apply unless surface and air temperature are a minimum of 50°F and rising.

C. Do not apply if surface temperature is in excess of 140°F.

#### 3.2 PREPARATION FOR CUSHIONED UNDERLAYMENT

A. Clean all surfaces to be coated of loose dirt, oil, grease, leaves, and other debris in strict accordance with manufacturer's directions using a pressure washing creating a minimum of 2,500 psi at the nozzle. Any areas previously showing algae growth shall be treated with bleach or approved product to kill the organisms and then be properly rinsed.

B. Holes and cracks: Cracks and holes shall be cleaned and a suitable soil sterilant, as approved by the owner, shall be applied to kill all vegetation prior to use of Court Patch Binder according to manufacturer's specifications.

C. Flood court: Depressions ("birdbaths") holding enough water to cover a five cent piece shall be filled with a Court Patch Binder Patching Mix consisting of: 3 gallons of Court Patch Binder,

100 lbs. 60-80 mesh silica sand, 1 gallon Dry Portland Cement (Type I). This step shall be accomplished prior to the squeegee application of Acrylic Resurfacer. The contractor shall flood all the courts and then allow draining. Define and mark all areas holding enough water to cover a nickel. After the defined areas are dry, prime them with a tack coat mixture of 2 parts water/1 part Court Patch Binder. Allow the tack coat to dry completely. Spread the Court Patch Binder mix true to grade using a firm straight edge (not a squeegee) for strike off. Steel trowel or wood float the patch so that the texture matches the surrounding area. Do not add water to the mix. Light misting on surface and edges to feather in is allowed as needed to maintain workability. Allow patches to dry thoroughly and cure.

D. Filler Course. (Acrylic Resurfacer): Filler course shall be applied to the clean underlying surface in one application to obtain a total quantity of not less than 0.06 gallon per square yard based on the material prior to any dilution. Acrylic Resurfacer may be used to pre-coat depression and crack/hole repairs to achieve better planarity prior to filler course application.

1. Over a properly repaired surface of asphalt on existing courts, apply one coat of Acrylic Resurfacer according to the following mix, in accordance with the manufacturers latest published recommendations:

Acrylic Resurfacer:	55 gallons
Water:	20 - 40 gallons
Sand:	600-800 pounds / 60-80 mesh
Liquid Yield:	112-138 gallons

On new asphalt overlay courts, two coats of Acrylic Resurfacer shall be used to properly fill all voids in the asphalt surface. Use clean, dry 50-60 mesh sand and clean, potable water to make mixes. The quantity of sand and water in the above mix may be adjusted within above limits to complement the roughness and temperature of the surface.

2. Mix the ingredients thoroughly using accepted mixing devices and use a 70 Durometer rubber bladed squeegee to apply each coat of Acrylic Resurfacer as required.

3. Allow the application of Acrylic Resurfacer to dry thoroughly. Scrape off all ridges and rough spots prior to any subsequent application of Acrylic Resurfacer or subsequent cushion surface system.

E. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.3 APPLICATION OF CUSHION UNDERLAYMENT

A. Application of the Deco Turf II (or equal) cushion underlayment can begin after all surface preparation has been completed and it is thoroughly dry.

B. DecoTurf II coarse cushion shall be blended in a mechanical mixer to a uniform consistency. Dilution shall be 5 parts material to 1 part water.

C. DecoTurf II shall be applied in not less than three applications to obtain an average application rate of 0.16 gal./sy. per application. Application may be made by 50 durometer squeegee or an approved air diaphragm pump with surge suppression.

- D. Care should be taken to not allow ridges or puddles to form during application. Any defects that do occur shall be corrected prior to the application of DecoBase II.
- E. After the DecoTurf II has thoroughly dried, begin the application of DecoBase II.
- F. DecoBase II shall be blended in a mechanical mixer to a uniform consistency. Dilution shall be 5 parts material to 1 part water.
- G. DecoBase II shall be applied by a 50 durometer squeegee. Be careful not to leave ridges.
- H. DecoBase II shall be applied in not less than two applications at an average application rate of 0.12 gal per square yard.
- I. Allow the final coat of DecoBase II to dry for at least 6 hours in good weather conditions.
- J. Apply the first coat of textured DecoColor MP (or equal) in accordance manufacturer specifications. After the first application has thoroughly dried, the surface should be lightly sanded with a mechanical sander before any subsequent coats.
- K. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.4 APPLICATION OF ACRYLIC COLOR PLAYING SURFACE

- A. All areas to be color coated shall be clean, free from sand, clay, grease, dust, salt or other foreign matters. The Contractor shall obtain the County's approval, prior to applying any surface treatment.
- B. Blend DecoBase I and DecoColor MP (or equal) with a mechanical mixer to achieve a uniform mixture. The mix shall be:

DecoBase I:	55 gallons
DecoColor MP:	15 gallons
Water:	23 gallons

- C. Application shall be made by 50 durometer rubber faced squeegees. The mixture should be poured on to the court surface and spread to a uniform thickness in a regular pattern.
- D. A total of 2 applications of textured DecoColor MP (or equal) shall be made to achieve a total application rate of not less than 0.10 gal./sy. No application should be made until the previous application is thoroughly dry.
- E. A single finish coat of DecoColor MP (or equal) shall then be mixed and applied in the same manner as the texture coats at a rate of 0.04 gal/sy. The mix shall be:

DecoColor MP:	55 gallons
Water:	38 gallons

- F. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 3.5 LINE PAINTING

A. Lines shall be 2" wide. Lines shall be carefully laid out in accordance with ASBA and USTA guidelines. The area to be marked shall be taped to insure a crisp line. The line paint shall have a texture similar to the surrounding play surface.

B. Application shall be made by brush or roller at the manufacturers recommended application rate.

### 3.6 PROTECTION

A. Erect temporary barriers to protect coatings during drying and curing.

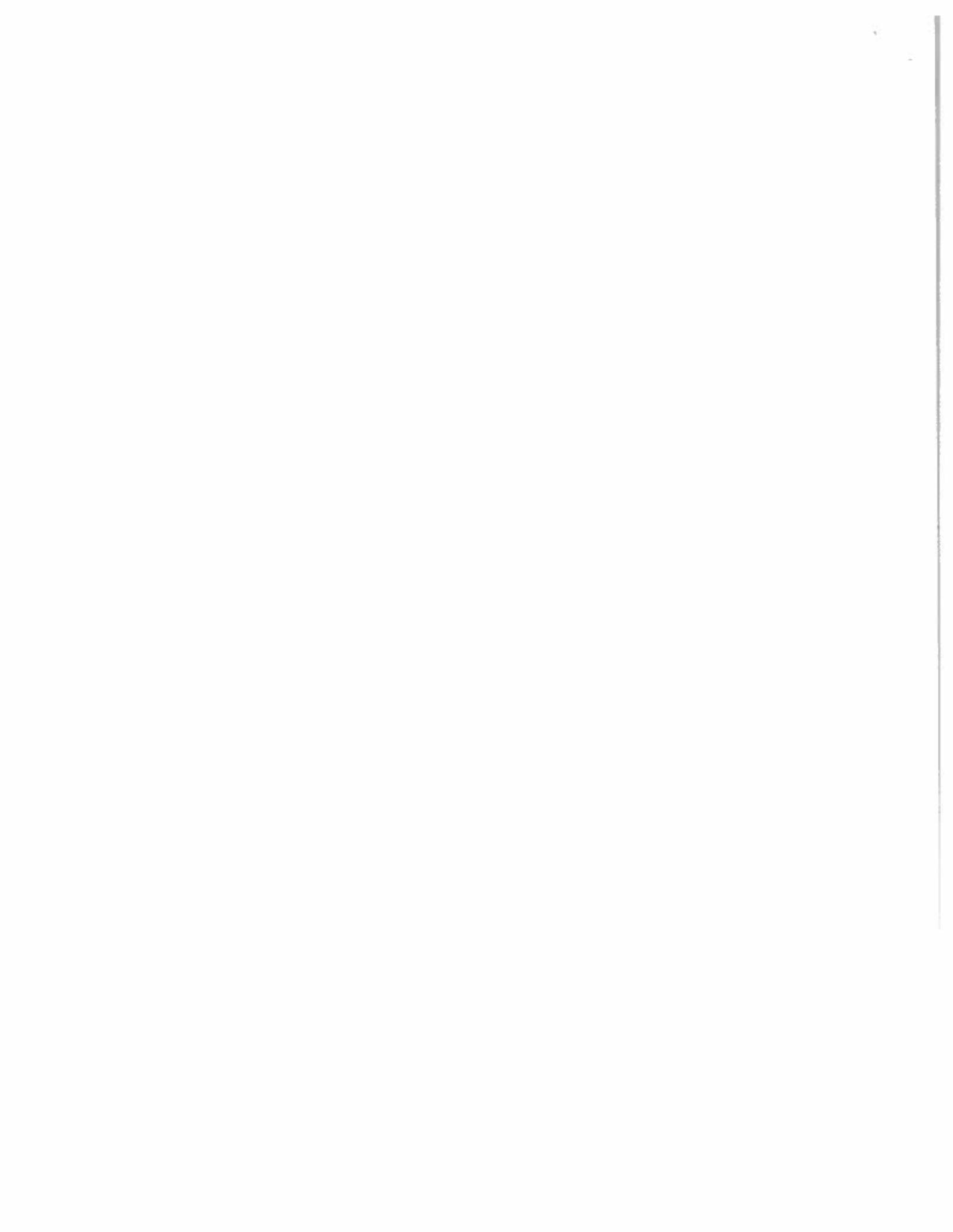
B. Lock gates to prevent use until acceptance by the County's representative.

### 3.7 CLEAN UP

Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

**END OF SPECIFICATION**

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**SECTION 1003  
SPECIFICATIONS FOR  
ASPHALT OVERLAY OF  
EXISTING TENNIS COURTS**

**PART 1 GENERAL**

**1.1 GENERAL DESCRIPTION**

A. Tennis court re-construction utilizing hot mix asphalt overlay of existing tennis courts reinforced with geotextile fabric for reflective crack repair.

**1.2 REFERENCES**

- A. The following abbreviations are used:
- New Mexico Department of Transportation (NMDOT)
  - National Asphalt Paving Association (NAPA)
  - Asphalt Institute (AI)
  - United States Tennis Association (USTA)
  - International Tennis Federation (ITF)
  - American Sport Builders Association (ASBA)
- B. Additional requirements incorporated by reference:
- Section 1001, "Specifications for Textured Acrylic Surfacing for Tennis Courts"

**1.3 QUALITY ASSURANCE**

- A. Surfacing shall conform to the guidelines of the ASBA for planarity.
- B. All pavement mixes, methods, and materials shall conform to NMDOT specifications (latest publication).
- C. The contractor shall conform to manufacturers recommendations for installation of all products and materials required to complete the job.
- D. Hot Mix Asphalt Producer Qualifications: Engage a firm experienced in producing hot-mix asphalt similar to that indicated for this Project and with a record of successful in-service performance.
- E. Producer firms shall be qualified through the New Mexico Department of Transportation as an approved Asphalt Mix Producing Firm.
- F. Testing and inspection: The Contractor shall retain a qualified testing laboratory for testing and inspection, with all test results provided to the County.
- G. The contractor shall provide the County, upon request, an estimate of the volume of each product to be used on the site.

**1.4 SUBMITTALS**

- A. Manufacturer specifications for all components and installation instructions.
- B. Reference list from the Contractor of projects of similar scope done in the past three (3) years.

## 1.5 MATERIAL HANDLING AND STORAGE

- A. Store materials in accordance with manufacturer specifications and MSDS.
- B. Deliver products to the site in original unopened containers with proper labels attached.

## 1.6 GUARANTEE

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

## 1.7 CONTRACTOR/ INSTALLER QUALIFICATIONS

- A. Contractor shall be regularly engaged in construction and surfacing of asphalt tennis courts, play courts or similar surfaces.
- B. Contractor and any subcontractors shall be properly licensed and insured to perform the work required to complete the job.

## PART 2 PRODUCTS

### 2.1 GEOTEXTILES

- A. Acceptable products include, but are not limited to the following:
  - 1. GlasGrid by Tensar International Corp., 5883 Glenridge Dr., Suite 200, Atlanta, GA.
  - 2. Petromat by Propex Fabrics, Inc. 260 The Bluffs, Austell, GA 30168.
  - 3. Star Grid by Luckenhaus Technical Textiles, 175 Michler Ln., Martinsville, VA 24112.
  - 4. Marafi FGC by Tencate Geosynthetics, 365 S. Holland Dr., Pendergrass, GA 30567.

### 2.2 ASPHALT MATERIALS

- A. Asphalt Binder: AASHTO MP 1, Performance Graded Binder PG 64-22 for general applications or NMDOT Standard Specifications.
- B. Tack Coat: Comply with provisions in NMDOT Standard Specifications or geotextile manufacturers specifications.

### 2.3 ASPHALT MIXES

- A. Hot-Mix Asphalt: Hot-laid, hot-mix asphalt plant mixes designed according to procedures established by the New Mexico Department of Transportation or Asphalt Institute (AI) MS-2 and complying with the following requirements.
  - 1. Provide mixes complying with composition, grading, and tolerance requirements in NMDOT Standard Specifications or AI MS-2 for the following nominal, maximum aggregate sizes:
    - a. Base or leveling Course: Mixture with a nominal maximum aggregate size of  $\frac{3}{4}$  inch (19 mm) with a minimum Voids in the Mineral Aggregate (VMA) of 12 percent.

- b. Surface Course: Mixture with a nominal maximum aggregate size of ¾ inch (9.5 mm) with a minimum VMA of 14 percent.
- B. Recycled Asphalt Pavement may not be utilized on this project.

### 2.3 COURT MATERIALS

- A. Court Patch Binder – 100% acrylic resin blended with Portland cement and silica sand.
  - 1) Percent solids by weight (minimum): 46%
  - 2) Weight: 8.7-8.9 lbs./gallon
- B. Crack Filler – 100% acrylic resin heavily filled with sand.
  - 1) Percent solids by weight (minimum): 85%
  - 2) Weight: 15 lbs./gallon
- C. Acrylic Resurfacer – 100% acrylic resin (no vinyl copolymerization constituent). The product shall contain less than 3.5% attapulgite mineral clay.
  - 1) Percent solids by weight (minimum): 26.7%
  - 2) Weight: 8.7-8.9 lbs./gallon
- D. Acrylic Color Playing Surface pigment – 100% acrylic resin (no vinyl copolymerization constituent) with selected light fast pigments.
  - 1) Percent solids by weight (minimum): 43.0%
  - 2) Weight: 10.0 -10.2 lbs./gallon
- G. Acrylic Color Playing Surface base – 100% acrylic resin (containing no vinyl copolymerization constituent).
  - 1) Percent solids by weight (minimum): 74%
  - 2) Weight: 13.1-14.1 lbs./gallonShould not contain more than 63% rounded silica sand.
- H. Line Paint – 100% acrylic resin (containing no alkyds or vinyl constituents). Texturing shall be rounded silica sand.
  - 1) Percent solids by weight (minimum): 60.5%
  - 2) Weight: 12.0-12.3 lbs./gallon
- I. All surfacing materials shall be non-flammable and have a VOC content of less than 100g./ltr. As measured by EPA method 24.
- J. Local sands are not acceptable in the color playing surface. Sands must be incorporated at the manufacturing location to insure quality and stability.
- K. Special Note: All products, materials, and mixes, including approved substitute products/ systems, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflict with these specifications shall be documented by the Contractor prior to construction.

### 2.4 COURT NET POSTS and NETS

- A. Acceptable products include, but are not limited to the following:
  1. Premier XS #63032BR net posts by Douglas Ind., 3441 S. 11<sup>th</sup> Ave., Eldridge, IA 52748.
  2. Championship Net TN-45 #20045 by Douglas Ind., 3441 S. 11<sup>th</sup> Ave. Eldridge, IA 52748.
  3. Courtmaster Royale #T4970G net posts by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.
  4. Courtmaster Royale #T4905G nets by Sportmaster, P.O. Box 2277, Sandusky, OH 44870.
  5. Championship #00885 net posts by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822

6. Championship #02237-000 nets by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822

## 2.5 PRODUCT SUBSTITUTION

A. If a product/ system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered.

B. All products, methods, materials, and mixes, including products approved in accordance with paragraph 2.5.A, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor prior to construction.

## PART 3 EXECUTION

### 3.1 SURFACE PREPARATION

A. Entire surface shall be thoroughly cleaned of all dirt, debris, and vegetation using a scraper and power blower. Power wash if necessary.

B. Cracks shall be routed out with a crack router. Cracks with vegetation shall be treated with herbicide after routing.

C. Cracks shall be filled from bottom to top with acrylic patch binder patch mix.

D. Prior to geotextile application, repairs shall be sanded smooth and pre-coated with bonding primer.

### 3.2 REMOVAL/ REPLACEMENT OF NET POSTS

A. Existing net post foundations and center strap foundations shall be completely removed prior to installation of asphalt surface.

B. New foundations shall be situated so as to provide a clear distance between posts of forty-two feet (42') apart.

C. Net post shall be installed with foundations of no less than twenty-four inches (24") in diameter at the top, no less than thirty inches (30") in diameter at the base, and no less than forty-eight inches (48") in depth. Galvanized net post sleeves shall be installed flush with the new finished surface.

D. Center strap anchors footings shall have a diameter no less than twelve inches (12") at the top, sixteen inches (16") at the bottom, and twelve inches (12") in depth. A center strap pipe anchor shall be installed flush with the new finished surface.

### 3.3 PAVING FABRIC INSTALLATION

A. This work shall consist of furnishing and placing asphalt overlay geotextile (paving fabric) beneath the pavement overlay to provide a moisture barrier membrane and a stress absorbing interlayer.

B. Geotextile (paving fabric) shall meet the following requirements.

1. Geotextile Paving Fabric: will be a staple fiber, needle-punched, nonwoven material consisting of at least 85 percent by weight polyolefins, polyesters or polyamides. The paving fabric shall be resistant to chemical attack, rot and mildew and shall have no tears or defects that will adversely alter its physical properties. The fabric shall be specifically designed for pavement applications and be heat-set on one side to reduce tack coat bleed-through and to minimize fabric pick-up by construction equipment during installation.

2. Tack Coat: The tack coat used to impregnate the fabric and bond the fabric to the pavement is typically the same grade asphalt cement as used in the hot mix asphalt concrete. A cationic or anionic emulsion may be used as approved by the Engineer. The Contractor shall follow the special recommendations of the paving fabric manufacturer when an asphalt emulsion is used. The use of cutbacks or emulsions that contain solvents shall not be permitted.

C. Shipping and Storage: The paving fabric shall be kept dry and wrapped such that it is protected from the elements during shipping and storage. If stored outdoors, the fabric shall be elevated and protected with a waterproof cover. The paving fabric shall be labeled in accordance with ASTM D 4873-88, "Standard Guide for Identification, Storage, and Handling of Geotextile."

D. Weather Limitations: The air and pavement temperatures shall be at least 50°F(10 °C) and rising for placement of asphalt cement and shall be at least 60°F(16 °C) and rising for placement of asphalt emulsion. Neither asphalt tack coat nor paving fabric shall be placed when weather conditions are not suitable, in the opinion of the Engineer.

D. Surface Preparation: The pavement surface shall be dry and thoroughly cleaned of all dirt and oil to the satisfaction of the Engineer. Cracks 1/8inch (3mm) wide or greater shall be cleaned and filled with suitable bituminous material or by a method approved by the Engineer. Crack-filling material shall be allowed to cure prior to placement of the paving fabric. Potholes and other pavement distress shall be repaired. Repairs shall be performed as directed by the Engineer. The paving fabric must be placed on a drainable grade with no depressions which may hold water in the overlying asphalt concrete.

E. Tack Coat Application: The tack coat shall be applied using a calibrated distributor truck spray bar. Hand spraying, squeegee and brush application may be used in locations where the distributor truck cannot reach. Every effort shall be made to keep hand application to a minimum. The tack coat shall be applied uniformly to the prepared, clean, dry pavement surface. The tack coat application rate must be sufficient to saturate the fabric and to bond the fabric to the existing pavement surface. The tack coat application rate shall be 0.22 to 0.28 (1.0 to 1.3 liters per square meter) gallons per square yard as required by the roadway surface and environmental conditions. When using emulsions, the application rate must be increased as directed by the Engineer to offset the water content of the emulsion. Within street intersections, on steep grades or in other zones where vehicle braking is common, the normal application rate shall be reduced by about 20 percent as directed by the Engineer, but to not less than 0.20 gallons per square yard (0.9 liters per square meter). The temperature of the tack coat shall be sufficiently high to permit a uniform spray pattern. For asphalt cements, the minimum temperature shall be 290°F (143 °C). To avoid damage to fabric, distributor tank temperatures shall not exceed 325 °F (163 °C). For asphalt emulsions, the distributor tank temperatures shall be maintained between 130°F (55°C) and 160°F(71 °C). The target width of the tack coat application shall be equal to the paving fabric width plus 6 inches (152mm). Tack coat application shall be wide enough to cover the entire width of fabric overlaps. The tack coat shall be applied only as far in advance of paving fabric installation as is appropriate to ensure a tacky surface at the time of paving fabric placement.

Traffic shall not be allowed on the tack coat. Excess tack coat shall be cleaned from the pavement.

F. Paving Fabric Placement: The paving fabric shall be placed onto the tack coat using mechanical or manual lay down equipment capable of providing a smooth installation with a minimum amount of wrinkling or folding. The paving fabric shall be placed before the asphalt cement tack coat cools and loses its tackiness. Paving fabric shall not be installed in areas where the overlay asphalt tapers to a minimum compacted thickness of less than 1.5 inches (38mm).

### 3.4 HOT-MIX ASPHALT PLACING

A. Design for a minimum fall of 1% in a single slope (side-to-side or end-to-end preferred) to facilitate drainage. Contractor shall machine place 3 inches (total compacted thickness) of hot-mix asphalt on prepared base surface in 2 lifts, each lift not to exceed 1-1/2 inches in compacted depth, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Comply with applicable provisions of NMDOT Standard Specifications for delivery, placement, spreading and compaction of the mixture.

B. Installation tolerances:

1. Thickness: Compact each course to produce the thickness indicated within plus or minus ¼ inch (6 mm).
2. Planarity: Place each course within the following tolerances to produce a single slope of not less than 1%:

Base Course (1st lift): Plus or minus ¼ inch (6 mm) in 10 feet.

Surface Course (2nd lift): Plus or minus ⅛ inch (3 mm) in 10 feet.

### 3.5 WEATHER LIMITATIONS

- A. Do not pave or install coatings when rainfall is imminent or extremely high humidity prevents drying.
- B. Do not apply unless surface and air temperature are a minimum of 50°F and rising.
- C. Do not apply if surface temperature is in excess of 140°F.

### 3.6 PREPARATION FOR ACRYLIC COLOR PLAYING SYSTEM

Refer to Section 1001 "Specifications for Textured Acrylic Surfacing for Tennis Courts".

### 3.7 APPLICATION OF ACRYLIC COLOR PLAYING SURFACE

Refer to Section 1001 "Specifications for Textured Acrylic Surfacing for Tennis Courts".

### 3.8 LINE PAINTING

Refer to Section 1001 "Specifications for Textured Acrylic Surfacing for Tennis Courts".

### 3.9 PROTECTION

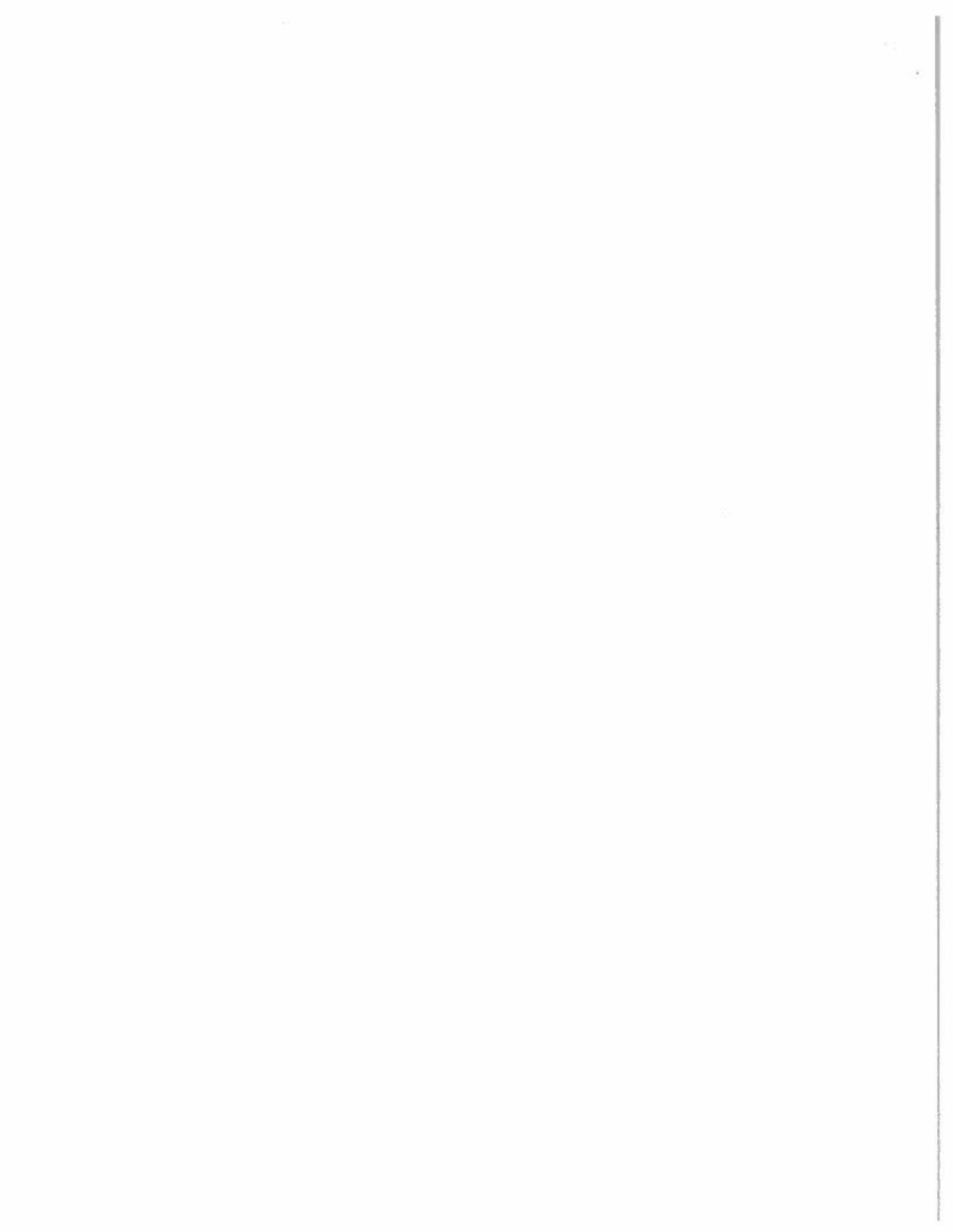
- A. Erect temporary barriers to protect coatings during drying and curing.
- B. Lock gates to prevent use until acceptance by the County's representative.

### 3.10 CLEAN UP

Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

**END OF SECTION**

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**SECTION 1005  
SPECIFICATIONS FOR  
STEEL TENNIS NET AND POSTS**

**PART 1 GENERAL**

**1.1 GENERAL DESCRIPTION**

A. Installation of new net posts and steel tennis net for asphalt surfaced tennis courts.

**1.2 REFERENCES**

The following abbreviations are used:

United States Tennis Association (USTA)

International Tennis Federation (ITF)

American Sport Builders Association (ASBA)

**1.3 GUARANTEE**

Provide a guarantee against defects in the materials and workmanship for a period of one year from the date of substantial completion.

**1.4 CONTRACTOR/ INSTALLER QUALIFICATIONS**

A. Contractor/ Installer shall be regularly engaged in construction and surfacing of tennis courts, play courts or similar surfaces.

B. Contractor/ Installer shall be a builder member of the ASBA.

**PART 2 PRODUCTS**

**2.1 MANUFACTURERS**

A. Acceptable Manufacturers include, but are not limited to the following:

1. Porter Athletic, 601 Mercury Dr., Champaign, IL 61822.

2. Flex-i-Link Company, 900 N. Kedzie Avenue, Chicago, Illinois 60651

B. Product substitution: If a system other than the product referenced is proposed, the contractor shall submit with the bid a complete type written list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate to the owner's satisfaction that the proposed substitution is of equal quality and utility to that originally specified. Under no circumstances will systems from multiple manufacturers be considered.

C. All products, methods, materials, and mixes, including products approved in accordance with paragraph B., above, shall conform to the latest manufacturers specifications and be installed in accordance with the manufacturers latest published recommendations. Any conflicts requiring deviation from these specifications shall be documented by the Contractor prior to construction.

## PART 3 EXECUTION

### 3.1 WEATHER LIMITATIONS

- A. Do not install when rainfall is imminent or extremely high humidity prevents drying.
- B. Do not install unless surface and air temperature are a minimum of 50°F and rising.

### 3.2 INSTALLATION

- A. Existing net post foundations and center strap foundations shall be completely removed prior to installation of asphalt surface.
- B. New foundations shall be situated so as to provide a clear distance between posts of forty-two feet (42') apart.
- C. Net post shall be installed with foundations of no less than twenty-four inches (24") in diameter at the top, no less than thirty inches (30") in diameter at the base, and no less than forty-eight inches (48") in depth. Galvanized net post sleeves shall be installed flush with the new finished surface.
- D. Center strap anchors footings shall have a diameter no less than twelve inches (12") at the top, sixteen inches (16") at the bottom, and twelve inches (12") in depth. A center strap pipe anchor shall be installed flush with the finished surface.
- E. Acceptable products include, but are not limited to the following:
  - 1. Heavy Duty galvanized net posts w/ ground sleeves #00894-000 by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822
  - 2. Heavy Duty Steel Tennis Net #02240-000 by Porter Athletic, 601 Mercury Dr., Champaign, IL 61822
  - 3. Flex-i-Net woven steel tennis nets w/ galvanized net posts and ground sleeves by Flex-i-Link Company, 900 N. Kedzie Avenue, Chicago, Illinois 60651
- f. Net posts and net shall be installed to USTA and ITF requirements.

### 3.3 PROTECTION

- A. Erect temporary barriers to protect post sleeve foundations during drying and curing.
- B. Lock gates to prevent use until acceptance by the County's representative.

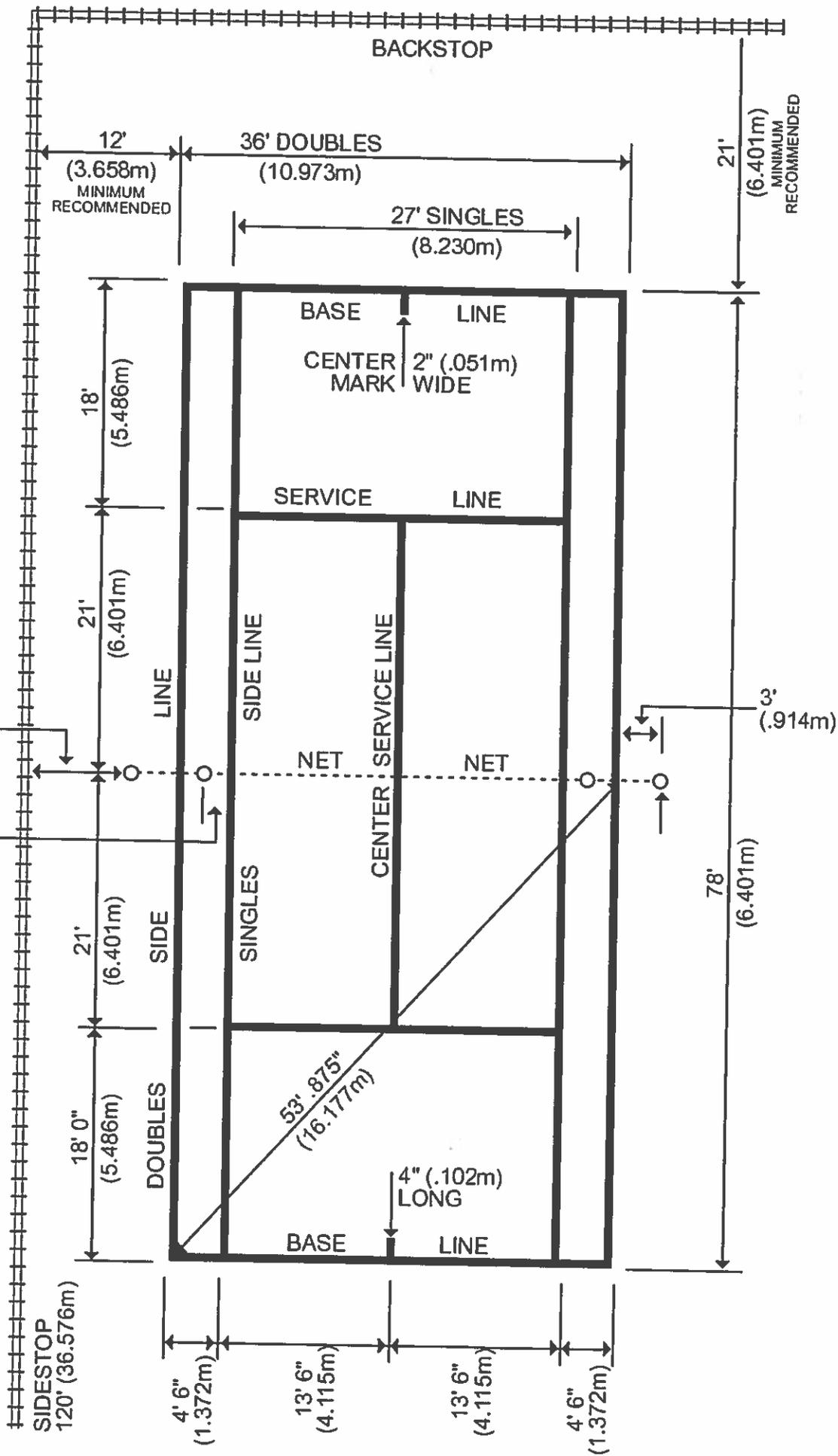
### 3.4 CLEAN UP

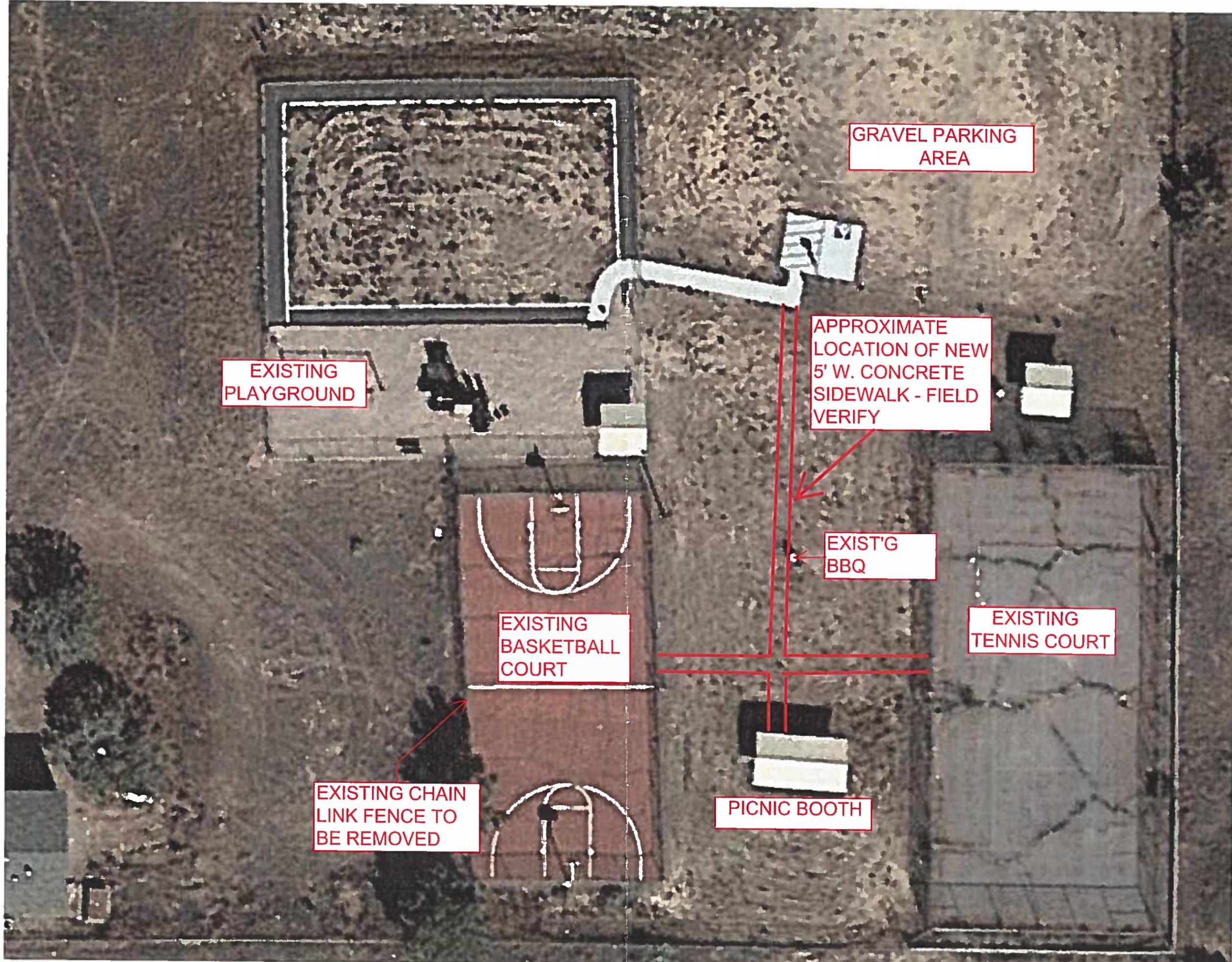
Remove all containers, surplus materials and debris. Dispose of materials in accordance with local, state and Federal regulations. Leave site in a clean and orderly condition.

END OF SPECIFICATIONS REMAINDER OF PAGE INTENTIONALLY BLANK

# TENNIS COURT

LINE WIDTH: 2" 5CM / 4" 10CM  
 NOTE: BASE LINES CAN BE BETWEEN 2" - 4" WIDE  
 MEASUREMENTS ARE TO OUTSIDE OF LINE





GRAVEL PARKING AREA

EXISTING PLAYGROUND

APPROXIMATE LOCATION OF NEW 5' W. CONCRETE SIDEWALK - FIELD VERIFY

EXIST'G BBQ

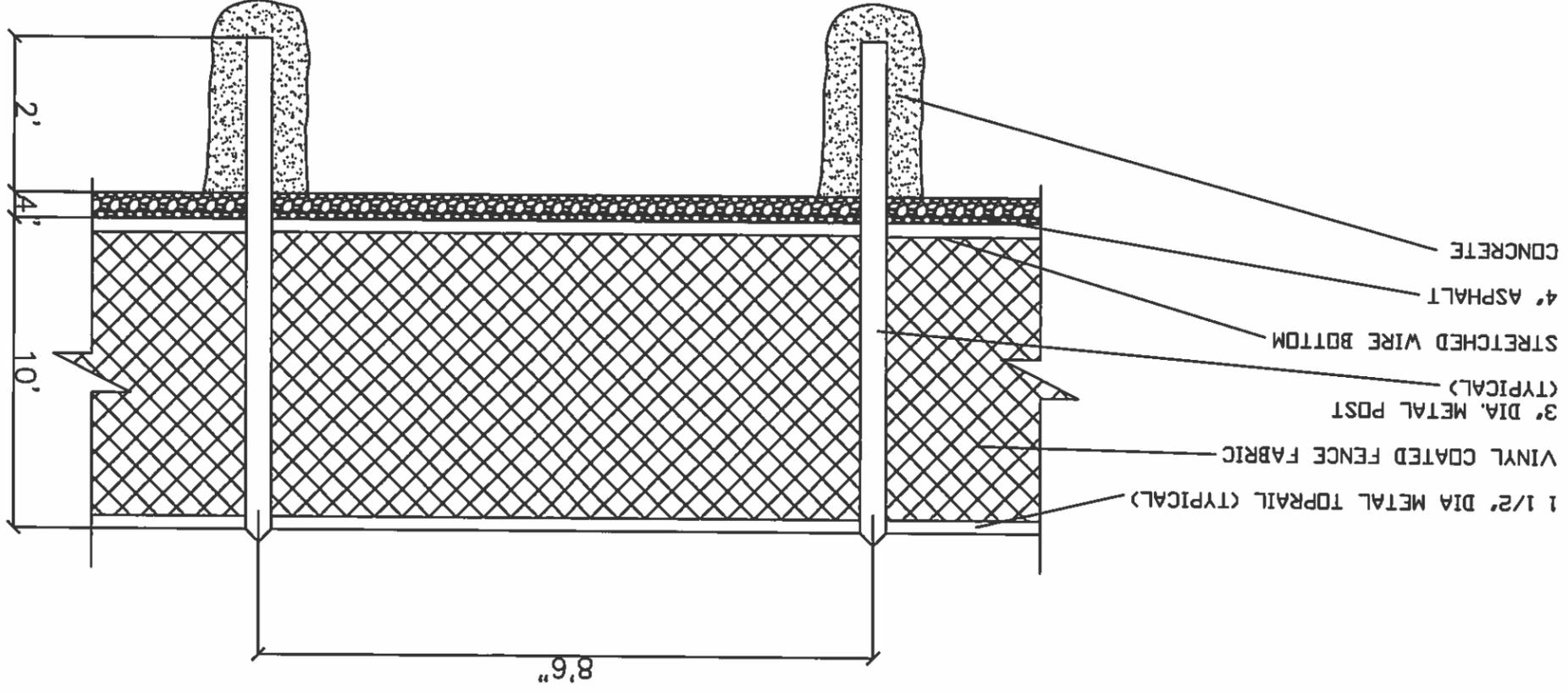
EXISTING BASKETBALL COURT

EXISTING TENNIS COURT

EXISTING CHAIN LINK FENCE TO BE REMOVED

PICNIC BOOTH

CHAIN LINK FENCE ELEVATION  
NOT TO SCALE

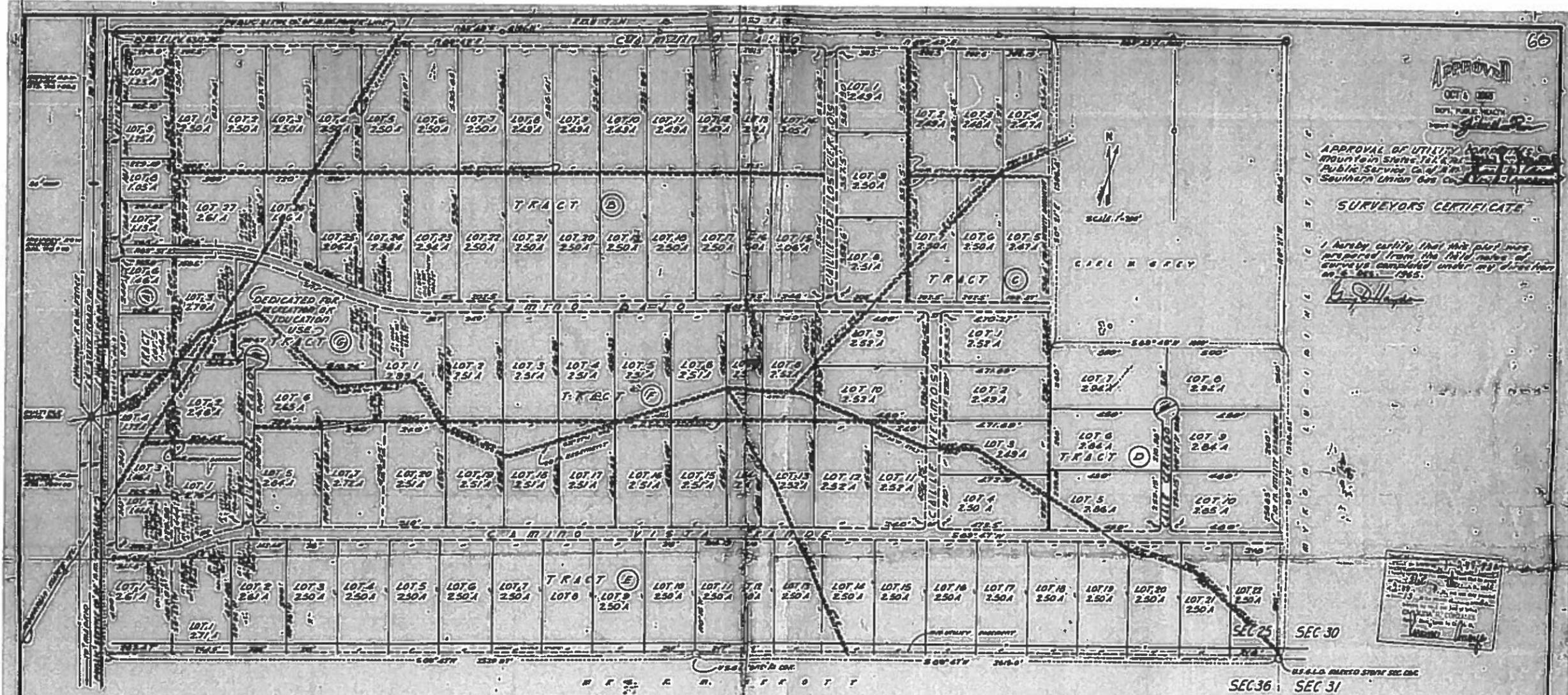


LED GURULE BASKETBALL  
COURT AND TENNIS COURT  
UPGRADE

FENCE DETAIL

DATE  
REV  
DRAWN

10-B Camino Bazo



APPROVED

OCT 6 1965  
DEPT. PUBLIC WORKS

APPROVAL OF UTILITY COMPANIES  
Mountain States Tel. & Tel. Co.  
Public Service Co. of New Mexico  
Southern Union Gas Co.

SURVEYORS CERTIFICATE

I hereby certify that this plat was prepared from the 1876 notes of surveys completed under my direction on 5-23-1965.

*[Signature]*

State of New Mexico  
County of Santa Fe  
On this 23rd day of December 1965, before me appeared *[Name]* a married man known to me and being of legal age, who being of the County of Santa Fe, New Mexico, did say that said *[Name]* is the Secretary of Cerro Alto Land Co., a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation; that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors; and the said *[Name]* acknowledged said instrument to be the free will and deed of said corporation.

IN WITNESS WHEREOF, I have set my hand and affixed my seal on this 23rd day of December 1965.

*[Signature]*  
NOTARY PUBLIC  
My Commission Expires  
July 23, 1969

Approved by the County Surveyor of Santa Fe County, New Mexico on this 23rd day of December 1965.

Approved by the County Commission of Santa Fe County, New Mexico, on this 23rd day of December A.D. 1965.

by *[Signature]*  
Chairman

*[Signature]*  
Secretary

CITY OF SANTA FE, NEW MEXICO

Approved by City Planning Commission at its meeting of 10-2-1965.

*[Signature]*  
Chairman  
*[Signature]*  
Secretary

CERRO ALTO LAND COMPANY

VALLE LIMBO SUBDIVISION  
SANTA FE COUNTY, NEW MEXICO

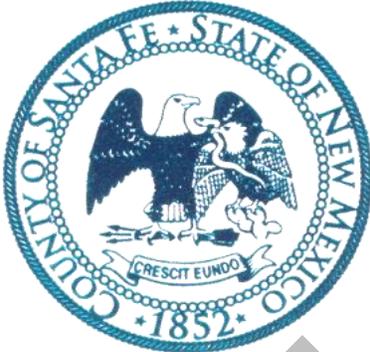
KNOW ALL MEN BY THESE PRESENTS, that Cerro Alto Land Co., a corporation, has made a subdivision of the hereinafter described lands, lying, situate and being in the County of Santa Fe, State of New Mexico, as shown on this plat thereof, that such subdivision is named and shall be known as Cerro Alto Land Company's Valle Limbo Subdivision; that the above and foregoing subdivision of the following described lands, to wit: that portion of the SW 1/4 of Section 25, T16N, R8E, in M.M. more particularly described as follows: Beginning at the southeast corner of section 25 of a U.S.G.L.O. marked stone for the section corner which is common to sections 25 and 26 T16N, R8E and sections 25 and 31 T16N, R8E and runs thence, commencing at the southeast corner of section 25 and 26 T16N, R8E, section line common to sections 25 and 31, T16N, R8E, thence continuing 569.47' along said section line 25 and 26 T16N, R8E, to the east boundary of New Mexico State Highway 128, 10' and the east right of way boundary of New Mexico State Highway Project R.A.S.S. 214 N, thence 100.00' along said boundary of said highway on a chord of said curve a distance of 305.4 feet to the intersection with the 1/2" section line thence north and south 1/2 of section 25; thence easterly 178.49' along said section line to a point marked by an iron pipe, which said point bears S85°49'N a distance of 1000 feet from the U.S.G.L.O. Stone corner of section 25, T16N, R8E and 178.49' along said section line to a point marked by an iron pipe; thence N89°25'E, 1000 feet to a point intersecting the section line common to sections 25, T16N, R8E and section 31 T16N, R8E; thence S04°12'30"E, 120.00 feet along section line between sections 25, T16N, R8E and section 31 T16N, R8E to the point and place of beginning containing 377.2 acres more or less, as appears on this plat, is met with the first boundary line in accordance with the desire of the undersigned owner and proprietor thereof; that lot 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 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*[Signature]*  
President  
*[Signature]*  
Secretary

**APPENDIX F**  
**SAMPLE CONTRACT**

# SAMPLE CONTRACT

## AGREEMENT BETWEEN SANTA FE COUNTY AND CONTRACTOR FOR CONSTRUCTION SERVICES



**SANTA FE COUNTY  
ADMINISTRATIVE SERVICES DEPARTMENT  
PURCHASING DIVISION  
2014 EDITION**

[Changes, additions, deletions and/or any modifications other than those agreed upon by the parties upon execution of this contract, without the written consent of Santa Fe County shall render this document null and void.]

Hereafter "County":

Katherine Miller, County Manager  
Santa Fe County  
PO Box 276  
Santa Fe, New Mexico 87504-0276  
TELEPHONE: 505-986-6200  
FAX: 505-995-2740

Hereafter "Contractor":

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
E-MAIL ADDRESS: \_\_\_\_\_

ARCHITECT [or ENGINEER]

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
E-MAIL ADDRESS: \_\_\_\_\_

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SAMPLE

## RECITALS

**WHEREAS**, in accordance with Section 13-1-103 through Section 13-1-110 NMSA 1978, the County issued Invitation for Bid (IFB) No. 2018-0018-PW/KE for construction services for the renovation and resurfacing of the Tennis and/or Basketball Courts and connecting Sidewalk at the Leo Gurule Park; and

**WHEREAS**, the Contractor submitted its bid, dated October 25, 2017 in response to IFB No. 2018-0018-PW/KE; and

**WHEREAS**, the County is authorized to enter into a construction contract for the Project pursuant to Sections 13-1-100, NMSA 1978; and

**WHEREAS**, the Contractor hereby represents that it is a licensed contractor of the State of New Mexico pursuant to Chapter 60, Article 13 NMSA 1978; and

**WHEREAS**, the Owner agrees to hire the Contractor, and the Contractor agrees to provide Construction Services as required herein for the Project in accordance with the terms and conditions set forth in this Agreement; and

**WHEREAS**, the County requires the services of the Contractor, and the Contractor is willing to provide these services and both parties wish to enter into this Agreement.

## ARTICLE 1 THE CONTRACT DOCUMENTS

### 1.1 DOCUMENTS

The Contract Documents consist of the following:

- Agreement between County and Contractor
- General Conditions of the Construction Contract
- Conditions of the Work of the Construction Contract
- Bid Sheet
- Addenda and Modifications issued  
before and after execution of this Contract

Attachment A  
Attachment B

### 1.2 CERTIFICATES AND DOCUMENTATION

The following certificates and documentation are hereby attached as exhibits and are part of the Contract Documents:

Project Manual	Exhibit A
Technical Specifications as listed in Plan Set	Exhibit B
Labor and Material Payment Bond	Exhibit C
Performance Bond	Exhibit D
Assignment of Antitrust Claims	Exhibit E
Certificate of Insurance	Exhibit F
Notice of Award	Exhibit G
Notice to Proceed	Exhibit H
Change Order	Exhibit I
Certificate of Substantial Completion	Exhibit J

**ARTICLE 2  
THE WORK**

**2.1 THE WORK**

The Contractor shall perform all the Work required by the Contract Documents for the following:

Insert description of work

**ARTICLE 3  
EFFECTIVE DATE, TIME OF COMMENCEMENT, SUBSTANTIAL COMPLETION  
AND AMENDMENTS**

**3.1 EFFECTIVE DATE**

The Effective Date of this Agreement is the date of signature by the County.

**3.2 TIME OF COMMENCEMENT**

The work to be performed under this Contract shall be commenced no later than ten (10) consecutive calendar days after the date of written Notice to Proceed issued by the County, hereto attached as Exhibit H.

**3.3 SUBSTANTIAL COMPLETION**

The Contractor shall achieve Substantial Completion of the entire work no later than \_\_\_\_\_ ( ) calendar days from the date of the Notice to Proceed, except as hereafter extended by valid written Change Order. A Certificate of Substantial Completion, attached hereto as Exhibit J, will be issued by the County to the Contractor, as adjusted by any Change Order, attached hereto as Exhibit I.

**3.4 TIME FOR COMPLETION AND LIQUIDATED DAMAGES**

Should the Contractor neglect, refuse, or otherwise fail to complete the Work within the time specified in this Article, the Contractor agrees that Liquidated Damages in the amount of \_\_\_\_\_ dollars (\$) shall be assessed per each calendar day that expires after the date of substantial completion, as adjusted by any change order, and until issuance by the County of a certificate of Substantial Completion in accordance with Paragraph 7 (Effective Date and Term) of the General Conditions.

- A. It is hereby understood and mutually agreed, by and between the Contractor and the County, that the date of beginning and the time for completion as specified in the contract of the work to be done hereunder are *essential conditions* of this contract and it is further mutually understood and agreed that the work outlined in this contract shall be commenced on a date to be specified in the Notice to Proceed.
- B. The Contractor agrees that work shall be prosecuted regularly, diligently and uninterruptedly at such rate of progress as will insure full completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the County, that the time for the completion of the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.
- C. If the Contractor shall neglect, fail or refuse to complete the work within the time herein specified or any proper extension thereof granted by the County, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the County the amount specified in the contract, not as a penalty but as liquidated damages for such breach of contract as herein set forth, for each and every calendar day that the contract shall be in default after the time stipulated in the contract for completing the work.
- D. The amount is fixed and agreed upon by and between the Contractor and the County because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the County would in such event sustain, and the amount is agreed to be the amount of damages which the County would sustain and the amount shall be retained from time to time by the County from current periodical estimates.
- E. It is agreed that time is of the essence of each and every portion of this contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever and where under the contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract. Provided that the Contractor shall not be charged with liquidated damages or any excess cost when the County determines that the Contractor is without fault and the Contractor's reasons for the time extension are acceptable to the County. Provided that the Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due:
  - 1. To any preference, priority or allocation order duly issued by the County;

2. To unforeseeable cause beyond the control and without the fault or negligence of the Contractor, including but not restricted to, acts of God, or of the public enemy, acts of the County, acts of another contractor in the performance of a contract with the County, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and severe weather;
3. To any delays of subcontractors or suppliers occasioned by any of the causes specified in subsections above.

F. Provided further, that the Contractor shall, within ten calendar days from the beginning of such delay, unless the County shall grant a further period of time prior to the date of final settlement of the contract, notify the County in writing of the causes of the delay, who shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.

### 3.5 AMENDMENTS

This Agreement may be amended by mutual agreement by both parties upon issuance of a Change Order by the County to the Contractor. Any such amendment shall be in accordance with Paragraph 10 (Amendments – Change Orders) of the General Conditions. Unless otherwise agreed to by the parties, an amendment shall not affect any outstanding Purchase Order(s) issued by the County prior to the effective date of the amendment.

## ARTICLE 4 CONTRACT SUM

### 4.1 COMPENSATION

The County shall pay the Contractor in current funds for the performance of the Work, subject to additions and deductions by Change Order as provided in the Contract Documents, an agreed upon Contract Sum of \$0.00 enter dollar amount, exclusive of New Mexico gross receipts tax.

### 4.2 CONTRACT AMOUNT

**The Contract sum is determined as follows:**

(insert data from bid form concerning base bid, alternates, etc.)

Base Bid:	\$	
List Alternates: if applicable (Provide a description)	\$	
	\$	
	\$	
<b>Total Contract Sum:</b>	<b>\$</b>	, exclusive of NM grt

## **ARTICLE 5 PROGRESS PAYMENTS**

### **5.1 PROGRESS PAYMENTS**

Based upon an Application for Payment submitted to the County by the Contractor and Certificates for Payment issued by the County, the County shall make progress payments on account of the Contract sum to the Contractor as provided in the Contract documents for the period ending the last day of the month as follows:

- A. No later than 21 business days following receipt by the County of an undisputed Application for Payment, one hundred percent (100%) of the portion of the Contract Sum properly allocable to labor, materials, and equipment incorporated in the Work and one hundred percent (100%) of the portion of the Contract Sum properly allocable to materials and equipment suitably stored at the site or some other location agreed upon in writing for the period covered by the Application for Payment, less the aggregate of previous payments made by the County; less such amounts as the Architect/ Engineer shall determine for all incomplete Work and unsettled claims as provided in the Contract Documents (Section 57-28-5, NMSA 1978).
- B. When making payments, the County, Contractor or subcontractor shall not retain, withhold, hold back or in any other manner not pay amounts owed for work performed. For additional information regarding retainage and the Prompt Payment Act (refer to Section 57-28-5, NMSA 1978).
- C. Contractors and subcontractors shall make prompt payment to their subcontractors and suppliers for amounts owed for work performed on the construction project within 21 days after receipt of payment from the County, contractor or subcontractor. If the contractor or subcontractor fails to pay its subcontractor and suppliers by first-class mail or hand delivery within twenty-one days after receipt of an undisputed request for payment, the contractor or subcontractor shall pay interest to its subcontractors and suppliers beginning on the 22nd day after payment was due, computed at one and one-half percent of the undisputed amount per month or fraction of a month until payment is issued. These payment provisions apply to all tiers of contractors, subcontractors and suppliers (Section 57-28-1 et. seq. NMSA 1978).
- D. In preparing estimates the material delivered on the site and preparatory work done may be taken into consideration.
- E. All material and work covered by partial payments made shall thereupon become the sole property of the County, but this provision shall not be construed as relieving the Contractor from the sole responsibility for the care and protection of materials and work upon which payments have been made or the restoration of any damaged work,

or as a waiver of the right of the County to require the fulfillment of all of the terms of the contract.

- F. County's right to withhold certain amounts and make application thereof. The Contractor agrees that it will indemnify and hold the County harmless from all claims growing out of the lawful demands of subcontractors, laborers, workmen, mechanics, material men, and furnisher of machinery and parts thereof, equipment, power tools, and all supplies, including commissary, incurred in the furtherance of the performance of this contract. The Contractor shall, at the County's request, furnish satisfactory evidence that all obligations of the nature hereinabove designated have been paid, discharged, or waived. If the Contractor fails so to do, then the County may, after having served written notice on the said Contractor, either pay unpaid bills, of which the County has written notice, direct, or withhold from the Contractor's unpaid compensation a sum of money deemed reasonably sufficient to pay any and all such lawful claims until satisfactory evidence is furnished that all liabilities have been fully discharged whereupon payment to the Contractor shall be resumed, in accordance with the terms of this contract, but in no event shall the provisions of this sentence be construed to impose any obligations upon the County to either the Contractor or its Surety. In paying any unpaid bills of the Contractor, the County shall be deemed the agent of the Contractor, and any payment so made by the County shall be considered as a payment made under the contract by the County to the Contractor and the County shall not be liable to the Contractor for any such payments made in good faith.

## **ARTICLE 6 FINAL PAYMENT**

### **6.1 FINAL PAYMENT**

The entire unpaid balance of the Contract Sum, shall be paid by the County to the Contractor within 30 calendar days after notification of the County by the Architect/Engineer that all incomplete and unacceptable work that was noted during the Substantial Completion Inspection and listed on the attachment to the Certificate of Substantial Completion has been corrected, and provided the Contract has been fully performed and a final Certificate for Payment has been issued by the Architect/Engineer. In addition, the Contractor shall provide to the County a certified statement of Release of Liens and Consent of Surety.

### **6.2 ACCEPTANCE OF FINAL PAYMENT CONTITUTES RELEASE**

The acceptance by the Contractor of final payment shall be and shall operate as a release to the County of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the County and others relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor or its sureties from any obligations under this contract or the Performance and Payment Bond.

**IN WITNESS WHEREOF**, the parties have duly executed this Agreement as of the date first written above.

**SANTA FE COUNTY**

\_\_\_\_\_  
, Chair  
Santa Fe County Board of County Commissioners

**ATTESTATION**

\_\_\_\_\_  
Geraldine Salazar  
Santa Fe County Clerk

Approved as to form:

\_\_\_\_\_  
Gregory S. Shaffer  
Santa Fe County Attorney

\_\_\_\_\_  
Date

Finance Department:

\_\_\_\_\_  
Don D. Moya  
Finance Director

\_\_\_\_\_  
Date

**CONTRACTOR:**

\_\_\_\_\_

Signature

Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

SAMPLE

**GENERAL CONDITIONS  
TO AGREEMENT BETWEEN SANTA FE COUNTY  
AND CONTRACTOR  
FOR CONSTRUCTION SERVICES**

**1.0 DEFINITIONS**

The following terms as used in this contract are respectively defined as follows:

- 1.1 *Application for Payment*** Contractor's written request for payment for completed portions of the work and, for materials delivered or stored and properly labeled for the respective project.
- 1.2 *Change Order*** A written document between the County and the Contractor signed by the County and the Contractor authorizing a change in the work or an adjustment in the contract sum or the contract time. A change order may be signed by the Architect/Engineer, provided they have written authority from the County for such procedure and that a copy of such written authority is furnished to the Contractor upon request. The contract sum and the contract time may be changed only by change order. A change order may be in the form of additional compensation or time; or less compensation or time known as a Deduction (from the contract) the amount deducted from the contract sum by change order.
- 1.3 *Calendar Day*** Each and every Day shown on the calendar, beginning and ending at midnight.
- 1.4 *Contract Period*** The elapsed number of working days or calendar days from the specified date of commencing work to the specified date of completion, as specified in the contract.
- 1.5 *Contractor*** is a person, firm or corporation with whom the contract is entered into with the County.
- 1.6 *Construction Documents*** All drawings, specifications and addenda associated with a specific construction project.
- 1.7 *Construction Schedule*** A schedule in form satisfactory to the County, showing the proposed dates of commencement and completion of each of the various subdivisions of work required under the contract documents and the anticipated amount of each monthly payment that will become due the Contractor in accordance with the progress schedule.
- 1.8 *Day*** The word "day" means a calendar day of 24 hours measured from midnight to the next midnight.
- 1.9 *Labor and Material Payment Bond*** A written form of security from a surety (bonding) company to the County, on behalf of an acceptable prime Contractor or

subcontractor, guaranteeing payment to the County in the event the Contractor fails to pay for all labor, materials, equipment, or services in accordance with the contract. (see Performance Bond and Surety Bond).

- 1.10 Lump Sum Agreement** (*See Stipulated Sum Agreement*)
- 1.11 Lump Sum Bid** A single entry amount to cover all labor, equipment, materials, services, and overhead and profit for completing the construction of a variety of unspecified items of work without the benefit of a cost breakdown.
- 1.12 Lump Sum Contract** A written contract between the County and Contractor wherein the County agrees to pay the contractor a specified sum of money for completing a scope of work consisting of a variety of unspecified items or work.
- 1.13 Payment Bond** A written form of security from a surety company to the County, on behalf of an acceptable prime contractor or subcontractor, guaranteeing payment to all persons providing labor, materials, equipment, or services in accordance with the contract.
- 1.14 Performance Bond** A written form of security from a surety company to the County, on behalf of an acceptable prime contractor or subcontractor, guaranteeing the completion of the work in accordance with the terms of the contract.
- 1.15 Progress Payment** A payment from the County to the Contractor determined by calculating the difference between the completed work and materials stored and a predetermined schedule of values or unit costs. (see Schedule of Values, Unit Costs).
- 1.16 Progress Schedule** A pictorial or written schedule (including a graph or diagram) that shows proposed and actual start and completion dates of the various work elements.
- 1.17 Punch list** a list of items to be completed or corrected, prepared by the Architect/Engineer, checked and augmented as required by the Contractor or Construction Manager is appended hereto as Exhibit J. Note: The failure to include any item on such list does not relieve the Contractor of the responsibility to complete all work in accordance with the contract documents.
- 1.18 Schedule of Values** A statement furnished by the Contractor to the Architect or Engineer and the County reflecting the portions of the contract sum allotted for the various parts of the work and used as the basis for reviewing the Contractor's Applications for Payment.
- 1.19 Services** Includes services performed, workmanship, and material furnished or utilized in the performance of services.

- 1.20 Stipulated Sum Agreement** A written agreement in which a specific amount is set forth as the total payment for completing the contract (See Lump Sum Contract).
- 1.21 Subcontractor** is a person, firm or corporation supplying labor and materials or only labor for work at the site of the project for, and under separate contract or agreement with, the Contractor.
- 1.22 Unit Price Contract** A written contract wherein the County agrees to pay the Contractor a specified amount of money for each unit of work successfully completed as set forth in the contract.
- 1.23 Unit Prices** A predetermined price for a measurement or quantity of work to be performed within a specific contract. The designated unit price would include all labor materials, equipment or services associated with the measurement or quantity established.
- 1.24 Working Day** means every day except Saturday, Sunday and holidays recognized by Santa Fe County. Based on a review of weather that may adversely affect the Contractor's ability to effectively prosecute the Work, and the actual Work performed by the Contractor, the Architect or Engineer will determine (between the end of the day and noon of the next day) if the County will charge a Working Day. If the Contractor was able to effectively prosecute Work on a critical path item for six (6) or more hours on a Saturday, Sunday or County-recognized Holiday, the Architect or Engineer may charge a Working Day.
- 1.25 Work on (at) the project** is work to be performed at the location of the project, including the transportation of materials and supplies to or from the location of the project by employees of the Contractor and any subcontractor.

## **2. CONTRACT AND CONTRACT DOCUMENTS**

- 2.1 Entire Agreement.** This Agreement represents the entire contract between the parties and, except as otherwise provided herein, may not be amended, changed, modified, or altered without the written consent of the parties hereto. This Agreement incorporates all of the conditions, agreements, and understandings between the parties concerning the subject matter of this Agreement, and all such conditions, understandings, and agreements have been merged into this written Agreement. No prior condition, agreement, or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless incorporated in this written Agreement.
- 2.2 Relationship of Contract Documents.** The Contract Documents are complementary, and any requirement of one Contract Document shall be as binding as if required by all.
- 2.3 Conflicting Conditions.** Any provisions in any of the Contract Documents which may be in conflict or inconsistent with any of the paragraphs in these General Conditions shall be void to the extent of such conflict or inconsistency.

### **3. PLANS, SPECIFICATIONS AND ADDENDA**

- 3.1** The plans, specifications and addenda, hereinafter enumerated in Article 1 of the Agreement Between County and Contractor for Construction shall form part of this Contract and the provisions thereof shall be as binding upon the parties hereto as if they were herein fully set forth. The table of contents, titles, headings, running headlines and marginal notes contained herein and in said documents are solely to facilitate reference to various provisions of the Contract Documents and in no way affect or limit the interpretation of the provisions to which they refer.
- 3.2** Certificates and Documents Incorporated. All certificates and documentation required by the provisions of the Agreement shall be attached to this Agreement at the time of execution, and are hereby incorporated by reference as though set forth in full in this Agreement to the extent they are consistent with its conditions and terms.

### **4. CONTRACT SECURITY – BONDS**

- 4.1** Performance Bond. The Contractor shall furnish a performance bond in an amount at least equal to one hundred percent (100%) of the contract sum as security for the faithful performance of this contract. The performance bond and the payment bond may be in one or in separate instruments in accordance with local law.
- 4.2** Payment Bond. The Contractor shall provide payment bond in an amount not less than one hundred percent (100%) of the contract price or in a penal sum not less than that prescribed by state, territorial or local law, as security for the payment of all persons performing labor on the project under this contract, furnishing materials in connection with this contract and all of Contractor's requirements as specified in the contract documents. The Payment Bond shall remain in effect until one year after the date when final payment becomes due.
- 4.3** Additional or Substitute Bond. If at any time the County for justifiable cause shall be or become dissatisfied with any surety or sureties, then upon the Performance or Payment Bonds, the Contractor shall within five days after notice from the County so to do, substitute an acceptable bond (or bonds) in such form and sum and signed by such other surety or sureties as may be satisfactory to the County. The premiums on such bond shall be paid by the Contractor. No further payments shall be deemed due nor shall be made until the new surety or sureties shall have furnished such an acceptable bond to the County.
- 4.4** Labor and Material Bond. The Contractor shall provide to the County Labor and Material Bond in an amount equal to the required payments by the Contractor to pay specified subcontractors, laborers, and materials suppliers associated with the project.

### **5. TERMS AND MEANINGS**

Terms used in this Agreement that are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

- 5.1 Words and Phrases.** Words, phrases, and abbreviations which have well-known technical or trade meanings used in the Contract Documents shall be used according to such recognized meanings. In the event of a conflict, the more stringent meaning shall govern.
- 5.2 Gender, Singular/Plural.** Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires.
- 5.3 Captions and Section Headings.** The captions and section headings contained in this Agreement are for convenience of reference only, and in no way limit, define, or enlarge the terms, scope and conditions of this Agreement.
- 5.4 Interchangeable Terms.** For purposes of all provisions within this Agreement and all attachments hereto, the terms “Agreement” and “Contract” shall have the same meaning and shall be interchangeable.

## **6. COMPLIANCE WITH APPLICABLE LAW, CHOICE OF LAW**

- 6.1** This Agreement shall be governed exclusively by the provisions hereof and by the laws of the State of New Mexico and applicable ordinances of Santa Fe County.
- 6.2** In performing its obligations hereunder, the Contractor shall comply with all applicable laws, ordinances, and regulations, including Santa Fe County Ordinance 2014-1 (Establishing a Living Wage).
- 6.3** Minimum Wage Rates. The Contractor, all subcontractors and sub-subcontractors warrants and agree to will comply with all applicable provisions of the New Mexico Public Works Minimum Wage Act as outlined in the Bid Documents. Wage rates are not applicable to projects costing less than \$60,000.
- 6.4** This Agreement shall be construed in accordance with the substantive laws of the State of New Mexico, without regard to its choice of law rules. Contractor and the County agree that the exclusive forum for any litigation between them arising out of or related to this Agreement shall be federal and state district courts of New Mexico.
- 6.5** Pursuant to 13-1-191, NMSA 1978, reference is hereby made to the criminal laws of New Mexico, including §30-14-1, §30-24-2, and §30-41-1 through 3 NMSA 1978, which prohibit bribes, kickbacks, and gratuities, violation of which constitutes a felony. Further, the Procurement Code, 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation.
- 6.6** New Mexico Tort Claims Act. By entering into this Agreement, neither party shall be responsible for liability incurred as a result of the other party’s acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Sections 41-4-1, et Seq. NMSA 1978, as amended. The County and its “public employees” as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not

waive any defense and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

- 6.7** Provision Required by Law Deemed Inserted. Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the contract shall forthwith be physically amended to make such insertion or correction.

## **7. EFFECTIVE DATE AND TERM**

- 7.1** This Agreement shall, upon due execution by all parties, become effective in accordance with the Agreement Between County and Contractor for Construction, Article 3 - Effective Date, Time of Commencement and Substantial Completion. This Agreement shall not become effective until: (1) approved by the Santa Fe County Commissioners and/or the County Manager or their designee; and (2) signed by all parties required to sign this Agreement.
- 7.2** This Contract shall achieve Substantial Completion in accordance with the Agreement Between County and Contractor, Article 3 - Effective Date, Time of Commencement and Substantial Completion, unless earlier terminated pursuant to Section 8 (Termination) or 9, (Appropriations and Authorizations) of these General Conditions.

## **8. TERMINATION**

- 8.1** Termination of Agreement for Cause. Either party may terminate the Agreement based upon any material breach of this Agreement by the other party. The non-breaching party shall give the breaching party written notice of termination specifying the grounds for the termination. The termination shall be effective 30 days from the breaching party's receipt of the notice of termination, during which time the breaching party shall have the right to cure the breach. If, however, the breach cannot with due diligence be cured within 30 days, the breaching party shall have a reasonable time to cure the breach, provided that, within 30 days of its receipt of the written notice of termination, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.
- 8.2** Termination for Convenience of the County. The County may, in its discretion, terminate this Agreement at any time for any reason by giving the Contractor written notice of termination. The notice shall specify the effective date of termination, which shall not be less than 15 days from the Contractor's receipt of the notice. The County shall pay the Contractor for acceptable work, determined in accordance with the specifications and standards set forth in this Agreement, performed before the effective date of termination but shall not be liable for any work performed after the effective date of termination.
- 8.3** Right of the County to Terminate Contract In the event that any of the provisions of this

contract are violated by the Contractor, or by any of its subcontractors, the County may serve written notice upon the Contractor and the Surety of its intention to terminate the contract, such notices to contain the reasons for such intention to terminate the contract, and unless within ten days after the serving of such notice upon the Contractor, such violation or delay shall cease and satisfactory arrangement of correction be made, the contract shall, upon the expiration of said ten days, cease and terminate. In the event of any such termination, the County shall immediately serve notice thereof upon the Surety and the Contractor and the Surety shall have the right to take over and perform the contract. Provided, however, that if the Surety does not commence performance thereof within ten days from the date of the mailing to such Surety of notice of termination, the County may take over the work and prosecute the same to completion by contract or by force account and at the expense of the Contractor and the Contractor and its Surety shall be liable to the County for any excess cost occasioned the County thereby, and in such event the County may take possession of and utilize in completing the work, such materials, appliances, and plant as may be on the site of the work and necessary therefore.

## **9. APPROPRIATIONS AND AUTHORIZATIONS**

This Agreement is contingent upon sufficient appropriations and authorizations being made for performance of this Agreement by the Santa Fe County Board of County Commissioners and/or, if state funds are involved, the New Mexico State Legislature. If sufficient appropriations and authorizations are not made in this or future fiscal years, this Agreement shall terminate upon written notice by the County to the Contractor. Such termination shall be without penalty to the County, and the County shall have no duty to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The County's decision as to whether sufficient appropriations and authorizations have been made for the fulfillment of this Agreement shall be final and not subject to challenge by the Contractor in any way or forum, including a lawsuit.

## **10. AMENDMENTS – CHANGE ORDERS**

Contract Documents may be amended by a Change Order, hereto attached as Exhibit I to allow for additions, deletions, and revision as specified in Article 2 “The Work” of the Agreement between Santa Fe County and the Contractor or to amend the terms and conditions by a Change Order.

## **11. INDEMNIFICATION**

- 11.1** The Contractor shall defend, indemnify, and hold harmless the County and its elected officials, agents, and employees from any losses, liabilities, damages, demands, suits, causes of action, judgments, costs or expenses (including but not limited to court costs and attorneys' fees) resulting from or directly or indirectly arising out of the Contractor's performance or non-performance of its obligations under this Agreement, including but not limited to the Contractor's breach of any representation or warranty made herein.

- 11.2** The Contractor agrees that the County shall have the right to control and participate in the defense of any such demand, suit, or cause of action concerning matters that relate to the County and that such suit will not be settled without the County's consent, such consent can not to be unreasonably withheld. If a conflict exists between the interests of the County and the Contractor in such demand, suit, or cause of action, the County may retain its own counsel to represent the County's interest.
- 11.3** The Contractor's obligations under this section shall not be limited by the provisions of any insurance policy the Contractor is required to maintain under this Agreement.

## **12. AGGRIEVEMENT PROCEDURE DURING CONTRACT ADMINISTRATION**

- 12.1** Any claims, disputes, or other matters in question between the Contractor and the County, except those which have been waived by the making or acceptance of final payment as provided in Paragraph 6.2 of the Agreement Between Santa Fe County and Contractor for Construction, shall be presented in the form of a written request accompanied by supporting data to the Architect/Engineer for formal decision, with a copy to the other party. Such formal decision of the Architect/Engineer is binding upon the Contractor and the Owner unless either or both notify each other and the Architect/Engineer in writing within 15 calendar days of their receipt of the decision that they are unwilling to abide by the Architect's/Engineer's decision, are thereby aggrieved in connection with the decision, and are separately exercising such rights as either may have under the Contract Documents or by law and regulation. If the Architect/Engineer fails to provide a written decision or a reasonable schedule to issue a written decision within ten days after the County or the Contractor has presented its request, that party may consider itself aggrieved and may proceed to exercise its rights.
- 12.2** A settlement agreement signed by the County and the Contractor shall supersede and cancel any other dispute resolution proceedings regarding the same matter.
- 12.3** Unless work is stopped or payment withheld in accordance with the conditions of the Contract, or unless otherwise agreed in writing, the Contractor shall carry on the Work and maintain its progress during any dispute resolution proceedings, and the Owner shall continue to make payments to the Contractor in accordance with the Contract Documents.

## **13. DISPUTE RESOLUTION**

- 13.1** Either County or Contractor may request mediation pursuant to the New Mexico Public Works Mediation Act, 13-4C-1 NMSA 1978, of any claim before such decision become final and binding. The request for mediation shall be submitted in writing to the other party. Timely submission of the request shall stay the effect of Paragraph 12.1.
- 13.2** County and Contractor shall participate in the mediation process in good faith. The process shall be completed within 60 calendar days of filing of the request. The mediation shall be governed by the rules for mediation pursuant to the New Mexico Public Works Mediation Act.

**13.3** If the dispute is not resolved by mediation, the dispute shall be resolved through litigation in the district court. The parties agree that the exclusive forum for such litigation shall be the State of New Mexico District Court for the First Judicial District at Santa Fe, New Mexico. Contractor irrevocably consents to the jurisdiction of said Court and agrees to accept service of a summons and complaint by mail or commercial courier service in accordance with Rule 1-004(E) (3) NMRA.

## **14. INSURANCE**

**14.1** The Contractor shall not commence work under this contract until they have obtained all the insurance required under this paragraph and such insurance has been approved by the County, nor shall the Contractor allow any subcontractor to commence work on its subcontract until the insurance required of the subcontractor has been so obtained and approved.

**14.2** Proof of Carriage of Insurance. The Contractor shall furnish the County with certificates showing the type, amount, class of operations covered, effective dates and date of expiration of policies. Such certificates shall also contain substantially the following statement: "Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions".

**14.3** General Conditions. The Contractor shall submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.

**14.4** General Liability Insurance, Including Automobile. The Contractor shall procure and maintain during the life of this Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. The Santa Fe County shall be a named additional insured on the policy.

**14.5** Subcontractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance. The Contractor shall require each of its subcontractors to procure and to maintain during the life of its subcontract, Subcontractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance of the type and in the amounts specified in 14.4 above.

**14.6** Workers' Compensation Insurance. The Contractor shall comply with the provisions of the Workers' Compensation Act, 52-1-1 to 52-1-70 NMSA 1978. The Contractor shall procure and shall maintain during the life of this contract Workmen's Compensation Insurance as required by applicable State law for all of its employees to be engaged in work at the site of

the project under this Contract and, in case of any such work sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Workmen's Compensation Insurance. In case any class of employees engaged in hazardous work on the project under this contract is not protected under the Workmen's Compensation law, the Contractor shall provide and shall cause each subcontractor to provide adequate employer's liability insurance for the protection of such of its employees as are not otherwise protected.

- 14.7** Scope of Insurance and Special Hazards. The insurance require under subparagraphs 14.4 and 14.5 hereof shall provide adequate protection for the Contractor and his subcontractors, respectively, against damage claims which may arise from operations under this Contract, whether such operations be by the insured or by anyone directly or indirectly employed by him and, also against any of the special hazards which may be encountered in the performance of this Contract.
- 14.8** Builder's Risk Insurance (Fire and Extended Coverage). Until the project is completed and accepted by the County, the County, or Contractor at the County's option is required to maintain Builder's Risk Insurance (fire and extended coverage) on a 100 percent completed value basis on the insurable portion of the project for the benefit of the County, the Contractor, subcontractors as their interests may appear. The Contractor shall not include any costs for Builder's Risk Insurance (fire and extended coverage) premiums during construction unless the Contractor is required to provide such insurance; however, this provision shall not release the Contractor from its obligation to complete, according to plans and specifications, the project covered by the contract, and the Contractor and his Surety shall be obligated to full performance of the Contractor's undertaking.
- 14.9** Increased Limits. If, during the life of this Agreement, the New Mexico State Legislature increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29, as amended), the Contractor shall increase the maximum limits of any insurance required herein.
- 14.10** Additional insured. Santa Fe County will be listed as an additional insured on all policies, and proof of coverage must be provided before work begins. Contractor shall maintain adequate insurance in at least the maximum amounts which the County could be liable under the New Mexico Tort Claims Act. It is the sole responsibility of the Contractor to be in compliance with the law.

## **15. INDEPENDENT CONTRACTOR**

- 15.1** The Contractor and the Contractor's agents and employees are independent contractors performing professional and technical services for the County and are not employees of the County. The Contractor and the Contractor's agents and employees shall not accrue leave, retirement, insurance, bonding, use of County's vehicles, or any other benefits afforded to employees of the County as a result of this Agreement.

**15.2** The Contractor shall not subcontract any portion of the services to be performed under this Agreement without prior written approval of the County.

**15.3** The Contractor shall maintain detailed time records which indicate the date, time and nature of services rendered. These records shall be subject to inspection by the County and the State Auditor. The County shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the County to recover excessive illegal payments.

**16. CONFLICT OF INTEREST OF OFFICERS OR EMPLOYEES OF THE LOCAL JURISDICTION, MEMBERS OF THE LOCAL GOVERNING BODY, OR OTHER PUBLIC OFFICIALS**

**16.1** No officer or employee of the local jurisdiction or its designees or agents, no member of the governing body, and no other public official of the locality who exercises any function or responsibility with respect to this contract, during its tenure or for one year thereafter, shall have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed. Further, the Contractor shall cause to be incorporated in all subcontracts the language set forth in this paragraph prohibiting conflict of interest.

**16.2** No official of the County who is authorized in such capacity and on behalf of the County to negotiate, make, accept or approve, or to take part in negotiating, making accepting or approving any architectural, engineering, inspection, construction or material supply contract or any subcontract in connection with the construction of the project, shall become directly or indirectly interested personally in this contract or in any part hereof. No officer, employee, architect, attorney, engineer or inspector of or for the County who is authorized in such capacity and on behalf of the County to exercise any legislative, executive, supervisory or other similar functions in connection with the construction of the project, shall become directly or indirectly interested personally in this contract or in any part thereof, any material supply contract, subcontract, insurance contract, or any other contract pertaining to the project.

**16.3** The Contractor warrants that the Contractor presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under this Agreement.

**17. ASSIGNMENT**

**17.1** The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the advance written approval of the County. Any attempted assignment or transfer without the County's advance written approval shall be null and void and without any legal effect.

**18. SUBCONTRACTING**

**18.1** The Contractor shall not subcontract or delegate any portion of the services to be performed under this Agreement without the advance written approval of the County. Any

attempted subcontracting or delegating without the County's advance written approval shall be null and void and without any legal effect.

- 18.2** Contractor shall provide to the County a listing of subcontractors within ten (10) days of the Contract award.
- 18.3** Contractor shall adhere to all provisions of the Subcontractor's Fair Practices Act 13-4-31 to 13-4-42, NMSA 1978.
- 18.4** Contractor shall provide to the County completed Non-Collusion Affidavit of Subcontractor form and Certification of Subcontractor Regarding Equal Employment Opportunity form for all subcontractors listed.
- 18.5** The Contractor shall not award any work to any subcontractor without prior written approval of the County, which approval will not be given until the Contractor submits to the County a written statement concerning the proposed award to the subcontractor, which statement shall contain such information as the County may require.
- 18.6** The Contractor shall be as fully responsible to the County for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as they are for the acts and omissions of persons directly employed by them.
- 18.7** The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind subcontractors to the Contractor by the terms of the General Conditions and other contract documents insofar as applicable to the work of subcontractors and to give the Contractor the same power as regards terminating any subcontract that the County may exercise over the Contractor under any provision of the contract documents.
- 18.8** Nothing contained in this contract shall create any contractual relation between any subcontractor and the County.
- 18.9** All Work performed for Contractor by a Subcontractor or Supplier will be pursuant to an appropriate written agreement between Contractor and the Subcontractor or Supplier which specifically binds the Subcontractor or Supplier to the applicable terms and conditions of the Contract Documents for the benefit of County. Any contract between Contractor and a Subcontractor or Supplier shall provide that any remedy or claim for nonpayment of sums due or owing to Subcontractor or Supplier or services performed or materials provided is against Contractor and not County, subject to any remedy or rights Subcontractor or Supplier may have under the terms of the Contractor's Performance Bond and Section 13-4-19 NMSA 1978, the New Mexico Little Miller Act.

## **19. PERSONNEL**

- 19.1** All work performed under this Agreement shall be performed by the Contractor or under its supervision.
- 19.2** The Contractor represents that it has, or will secure at its own expense, all personnel

required to discharge its obligations under this Agreement. Such personnel (i) shall not be employees of or have any contractual relationships with the County and (ii) shall be fully qualified and licensed or otherwise authorized or permitted under federal, state, and local law to perform such work.

**20. NOTICES**

**20.1** Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County: Santa Fe County  
Attention: XXXX Department  
102 Grant Avenue  
Santa Fe, New Mexico 87501

To the Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**20.2** Nothing herein contained shall preclude the giving of any such written notice by personal service. The address to which notices shall be mailed to either party may be changed by written notice given by such party to the other as hereinabove provided.

**21. RELEASE**

The Contractor, upon final payment of the amounts due under this Agreement, releases the County, the County’s officers and employees from all liabilities and obligations arising from or under this Agreement, including, without limitation, all damages, losses, costs, liability, and expenses, including, without limitation, attorney’s fees and costs of litigation that the Contractor may have.

**22. WAIVER**

No provision of this Agreement shall be deemed to have been waived by either party unless such waiver be in writing signed by the party making the waiver and addressed to the other party; nor shall any custom or practice which may evolve between the parties in the administration of the terms hereof be construed to waive or lessen the right of either party to insist upon performance by the other party in strict accordance with the terms hereof. Further, the waiver by any party of a breach by the other party of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or any other term, covenant, or condition thereof.

## **CONDITIONS OF THE WORK**

### **1. ADDITIONAL INSTRUCTIONS AND DETAIL DRAWINGS**

- 1.1** The Contractor will be furnished additional instructions and detail drawings as necessary to carry out the work included in the Contract. The additional drawings and instructions supplied to the Contractor will coordinate with the Contract Documents and will be so prepared that they can be reasonably interpreted as part thereof. The Contractor shall carry out the work in accordance with the additional detail drawings and instructions. The Contractor and the Architect/Engineer/County will prepare jointly (a) a schedule, fixing the dates at which special detail drawings will be required, such drawings, if any, to be furnished by the Architect/ Engineer/County in accordance with the schedule, and (b) a schedule fixing the respective dates for the submission of shop drawings, the beginning of manufacture, testing and installation of materials, supplies and equipment, and the completion of the various parts of the work; each schedule to be subject to change from time to time in accordance with progress of the work.

### **2. SHOP OR SETTING DRAWINGS**

- 2.1** The Contractor shall submit promptly to the Architect/Engineer/County two (2) copies of each shop or setting drawing prepared in accordance with the schedule predetermined as aforesaid. After examination of such drawings by the Architect/Engineer/County and the return thereof, the Contractor shall make such corrections to the drawings as have been indicated and shall furnish the Architect/ Engineer/County with two corrected copies. If requested by the Architect/Engineer/County the Contractor must furnish additional copies. Regardless of corrections made in or approval given to such drawings by the Architect/Engineer/County, the Contractor will be responsible for the accuracy of such drawings and for their conformity to the Plans and Specifications, unless the Contractor notifies the Architect/Engineer/County in writing of any deviations at the time the Contractor furnishes such drawings.

### **3. MATERIALS, SERVICES AND FACILITIES**

**3.1** It is understood that except as otherwise specifically stated in the Contract Documents, the Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary construction of every nature, and all other services and facilities of every nature whatsoever necessary to execute, complete, and deliver the work within the specified time.

**3.2** Any work necessary to be performed after regular working hours, on Sundays or legal holidays, shall be performed without additional expense to the County.

### **4. CONTRACTOR'S TITLE TO MATERIALS**

- 4.1** No materials or supplies for the work shall be purchased by the Contractor or by any

subcontractor subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller. The Contractor warrants that he/she has good title to all materials and supplies used by him/her in the work, free from all liens, claims or encumbrances.

## **5. INSPECTION AND TESTING OF MATERIALS**

**5.1** All materials and equipment used in the construction of the project shall be subject to adequate inspection and testing in accordance with accepted standards. The laboratory or inspection agency shall be selected by the County. The County will pay for all laboratory inspection service direct, and not as a part of the Contract.

**5.2** Materials of construction, particularly those upon which the strength and durability of the structure may depend, shall be subject to inspection and testing to establish conformance with specifications and suitability for uses intended.

## **6. "OR EQUAL" CLAUSE**

**6.1** Whenever a material, article or piece of equipment is identified on the plans or in the specifications by reference to manufacturers' or vendors' names, trade names, catalogue numbers, etc., it is intended merely to establish a standard; and, any material, article, or equipment or other manufacturers and vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article, or equipment so proposed, is, in the opinion of the Architect/Engineer/County, of equal substance and function. It shall not be purchased or installed by the Contractor without the Architect/Engineer/County's written approval.

## **7. PATENTS**

**7.1** The Contractor shall hold and save the County and its officers, agents, servants, and employees harmless from liability of any nature or kind, including cost and expenses for, or on account of, any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the Contract, including its use by the County, unless otherwise specifically stipulated in the Contract Documents.

**7.2** License and/or Royalty Fees for the use of a process which is authorized by the County of the project must be reasonable, and paid to the holder of the patent, or its authorized licensee, direct by the County and not by or through the Contractor.

**7.3** If the Contractor uses any design, device or materials covered by letters, patent or copyright, the Contractor shall provide for such use by suitable agreement with the County of such patented or copyrighted design, device or material. It is mutually agreed and understood, that, without exception, the Contract prices shall include all royalties or costs arising from the use of such design, device or materials, in any way involved in the work. The Contractor and/or its Sureties shall indemnify and save harmless the County of the project from any and all claims for infringement by reason of the use of such patented or

copyrighted design, device or materials, or any trademark or copyright in connection with work agreed to be performed under this Contract, and shall indemnify the County for any cost, expense or damage which it may be obliged to pay by reason of such infringement at any time during the prosecution of the work or after, completion of the work.

## **8. SURVEYS, PERMITS AND REGULATIONS**

- 8.1** Unless otherwise expressly provided for in the Specifications, the County will furnish to the Contractor all surveys necessary for the execution of the work.
- 8.2** Unless otherwise expressly provided for in the Specifications, the Contractor shall procure and pay all permits, licenses and approvals necessary for the execution of this Contract.
- 8.3** The Contractor shall comply with all laws, ordinances, rules, orders, and regulations relating to performance of the work, the protection of adjacent property, and the maintenance of passageways, guard fences or other protective facilities.

## **9. CONTRACTOR'S OBLIGATIONS**

- 9.1** The Contractor shall and will, in good workmanlike manner, do and perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary or proper to perform and complete all the work required by this Contract, within the time herein specified. The Contractor will perform the Work in accordance with the provisions of this Contract and said specifications and in accordance with the plans and drawings covered by this Contract any and all supplemental plans and drawings, and in accordance with the directions of the Architect/Engineer/County as given from time to time during the progress of the work. The Contractor shall furnish, erect, maintain, and remove such construction plans and such temporary works as may be required.
- 9.2** The Contractor shall observe, comply with, and be subject to all terms, conditions, requirements, and limitations of the Contract and specifications, and shall do, carry on, and complete the entire work to the satisfaction of the Architect/Engineer and the County.

## **10. WEATHER CONDITIONS**

- 10.1** In the event of temporary suspension of work, or during inclement weather, or whenever the Architect/Engineer/County shall direct, the Contractor will, and will cause its subcontractors to protect carefully its and their work and materials against damage or injury from the weather. If, in the opinion of the Architect/Engineer/County, any work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of its Subcontractors so to protect its work, such materials shall be removed and replaced at the expense of the Contractor.

## **11. PROTECTION OF WORK AND PROPERTY-EMERGENCY**

- 11.1** The Contractor shall at all times safely guard the County's property from injury or loss in connection with this Contract. The Contractor shall at all times safely guard and protect its own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury unless such is caused directly by errors contained in the Contract or by the County, or its duly authorized representatives.
- 11.2** In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, without previous instructions from the Architect/Engineer/County, in a diligent manner. The Contractor shall notify the Architect/Engineer/County immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be promptly submitted to the Architect/Engineer/County for approval.
- 11.3** Where the Contractor has not taken action but has notified the Architect/Engineer/County of an emergency threatening injury to persons or to damage to the work or any adjoining property, the Contractor shall act as instructed or authorized by the Architect/Engineer/County.
- 11.4** The amount of reimbursement claimed by the Contractor on account of any emergency action shall be determined in the manner provided in Paragraph 15 of these Conditions of the Work.

## **12. INSPECTION**

- 12.1** The authorized representatives and agents of the County shall be permitted to inspect all work, materials, payrolls, records of personnel, invoices of materials, and other relevant data and records.

## **13. REPORTS, RECORDS AND DATA**

- 13.1** The Contractor shall submit to the County such schedule of quantities and costs, progress schedules, payrolls, reports, estimates, records and other data as the County may request concerning work performed or to be performed under this Contract.

## **14. SUPERINTENDENT BY CONTRACTOR**

- 14.1** At the site of the work the Contractor shall employ a construction superintendent or foreman who shall have full authority to act for the Contractor. It is understood that such representative shall be acceptable to the Architect/Engineer/County and shall be one who can be continued in that capacity for the particular job involved unless he/she ceases to be on the Contractor's payroll.

## **15. CHANGES IN WORK**

- 15.1** No changes in the work covered by the approved Contract Documents shall be made without having prior written approval of the County. Charges or credits for the work

covered by the approved change shall be determined by one or more, or a combination of the following methods:

- A. Unit bid prices previously approved.
- B. An agreed lump sum.
- C. The actual cost of:
  - 1) Labor, including foremen;
  - 2) Materials entering permanently into the work;
  - 3) The County's or rental cost of construction equipment during the time of use on the extra work;
  - 4) Power and consumable supplies for the operation of power equipment;
  - 5) Insurance;
  - 6) Social Security and old age and unemployment contributions.
- D. To the costs for changes in work a fixed fee will be added to be agreed upon but not to exceed ten percent (10%) of the actual cost of the work. The fee shall be compensation to cover the cost of supervision, overhead, bond, profit and any other general expenses.

## **16. EXTRAS**

**16.1** Without invalidating the contract, the County may order extra work or make changes by altering, adding to or deducting from the work, the contract sum being adjusted accordingly, and the consent of the Surety being first obtained where necessary or desirable. All the work of the kind bid upon shall be paid for at the price stipulated in the proposal, and no claims for any extra work or materials shall be allowed unless the work is ordered in writing by the County or the Architect/Engineer, acting officially for the County, and the price is stated in such order.

## **17. INSPECTION OF SERVICES**

**17.1** The Contractor shall provide and maintain an inspection system acceptable to the County covering the services under this Contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the County during contract performance and for as long afterwards as the Contract requires.

**17.2** The County has the right to inspect and test all services called for by the Contract, to the extent practicable at all times and places during the term of the Contract. The County shall perform inspections and tests in a manner that will not unduly delay the work.

**17.3** If the County performs inspections or tests on the premises of the Contractor or a subcontractor, the Contractor shall furnish, and shall require subcontractors to furnish, at no increase in contract price, all reasonable facilities and assistance for the safe and convenient performance of these duties.

**17.4** If any of the services do not conform with the Contract requirements, the County may require the Contractor to perform the services again in conformity with Contract requirements, at no increase in contract amount. When the defects in services cannot be

corrected by re-performance, the County may require the Contractor to take necessary action to ensure that future performance conforms to contract requirements; and reduce the Contract sum to reflect the reduced value of the services performed.

- 17.5** If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with Contract requirements, the County may by contract or otherwise, perform the services and charge to the Contractor any cost incurred by the County that is directly related to the performance of such service, or terminate the Contract for default.

## **18. CORRECTION OF WORK**

- 18.1** All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of the Architect/ Engineer/County who shall be the final judge of the quality and suitability of the work, materials, processes of manufacture, and methods of construction for the purposes for which they are used. Should they fail to meet their approval they shall be forthwith reconstructed, made good, replaced and/or corrected, as the case may be, by the Contractor at its own expense. Rejected material shall immediately be removed from the site. If, in the opinion of the Architect/Engineer/County, it is undesirable to replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contractor hereunder shall be reduced by such amount as in the judgment of the Architect/Engineer/County shall be equitable.

## **19. WARRANTY OF CONSTRUCTION**

- 19.1** In addition to any other warranties in this Contract, the Contractor warrants that work performed under this Contract conforms to the Contract requirements and is free of any defect in equipment, material, or design furnished, or workmanship performed by the Contractor or any subcontractor or supplier at any tier.
- 19.2** This warranty shall continue for a period of one (1) year from the date of final acceptance of the work. If the County takes possession of any part of the work before final acceptance, this warranty shall continue for a period of one (1) year from the date the County takes possession.
- 19.3** The Contractor shall remedy at the Contractor's expense any failure to conform, or any defect. In addition, the Contractor shall remedy at the Contractor's expense any damage to County-owned or controlled real or personal property, when that damage is the result of the Contractor's failure to conform to contract requirements or any defect of equipment, material, workmanship, or design furnished.
- 19.4** The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for one (1) year from the date of repair or replacement.

- 19.5** The County shall notify the Contractor, in writing, within a reasonable time after the discovery of any failure, defect, or damage.
- 19.6** If the Contractor fails to remedy any failure, defect, or damage within a reasonable time after receipt of notice, the County shall have the right to replace, repair, or otherwise remedy the failure, defect, or damage at the Contractor's expense.
- 19.7** With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this Contract, the Contractor shall obtain all warranties that would be given in normal commercial practice; require all warranties to be executed, in writing, for the benefit of the County, if directed by the County; and, enforce all warranties for the benefit of the County, if directed by the County.
- 19.8** In the event the Contractor's warranty under subparagraph 19.4 of this clause has expired, the County may bring suit at its expense to enforce a subcontractor's, manufacturer's, or supplier's warranty.
- 19.9** Unless a defect is caused by the negligence of the Contractor or subcontractor or supplier at any tier, the Contractor shall not be liable for the repair of any defects of material or design furnished by the County nor for the repair of any damage that results from any defect in County-furnished material or design.
- 19.10** This warranty shall not limit the County's rights under the Inspection and Acceptance clause of this Contract with respect to latent defects, gross mistakes, or fraud.

## **20. SUBSURFACE CONDITIONS FOUND DIFFERENT**

- 20.1** Should the Contractor encounter sub-surface and/or latent conditions at the site materially differing from those shown on the Plans or indicated in the Specifications, the Contractor shall immediately give notice to the Architect/Engineer/County of such conditions before they are disturbed. The Architect/Engineer/County will thereupon promptly investigate the conditions, and if they find that they materially differ from those shown on the Plans or indicated in the Specifications, they will at once make such changes in the Plans and/or Specifications as they may find necessary, any increase or decrease of cost resulting from such changes to be adjusted in the manner provided in Paragraph 15 above.

## **21. CLAIMS FOR EXTRA COST**

- 21.1** No claim for extra work or cost shall be allowed unless the same was done in pursuance of a written order of the Architect/Engineer approved by the County, as aforesaid, and the claim presented with the first estimate after the changed or extra work is done. When work is performed under the terms of General Conditions, the Contractor shall furnish satisfactory bills, payrolls and vouchers covering all items of cost and when requested by the County, giving the County access to accounts relating thereto.

## **22. CONSTRUCTION SCHEDULE AND PERIODIC ESTIMATES**

**22.1** Immediately after execution and delivery of the Contract, and before the first partial payment is made, the Contractor shall deliver to the County an estimated construction progress schedule in a form satisfactory to the County, showing the proposed dates of commencement and completion of each of the various subdivisions of work required under the Contract Documents and the anticipated amount of each monthly payment that will become due to the Contractor in accordance with the progress schedule. The Contractor shall also furnish on forms to be supplied by the County (a) a detailed estimate giving a complete breakdown of the Contract sum and (b) periodic itemized estimates of work done for the purpose of making partial payments thereof. The costs employed in making up any of these schedules will be used only for determining the basis of partial payments and will not be considered as fixing a basis for additions to or deductions from the Contract price.

### **22.2 Schedule**

The Contractor shall, within five (5) days after the effective date of Notice to Proceed, prepare and submit five (5) copies of a progress schedule covering project operations for the Contract period. This progress schedule shall be of the type generally referred to as a Critical Path Method (CPM), Critical Path Schedule (CPS), and Critical Path Analysis (CPA), and other similar designations. The CPM shall be used to control the timing and sequences of the project. All work shall be done in accordance with the CPM Planning and Scheduling. A written statement of explanation shall be submitted with the progress schedule. All costs incurred by the contractor to implement the CPM shall be borne by the Contractor.

## **23. ASSIGNMENTS**

**23.1** The Contractor shall not assign the whole or any part of this Contract or any monies due or to become due hereunder without written consent of the County. In case the Contractor assigns all or any part of any monies due or to become due under this Contract, the instrument of assignment shall contain a clause substantially to the effect that it is agreed that the right of the assignee in and to any monies due or to become due to the Contractor shall be subject to prior claims of all persons, firms and corporations of services rendered or materials supplied for the performance of the work called for in this Contract.

## **24. MUTUAL RESPONSIBILITY OF CONTRACTORS**

**24.1** If, through acts of neglect on the part of the Contractor, any other Contractor or any subcontractor shall suffer loss or damage on the work, the Contractor agrees to settle with such other Contractor or subcontractor by agreement or arbitration if such other Contractor or subcontractors will so settle. If such other Contractor or subcontractor shall assert any claim against the County on account of any damage alleged to have been sustained, the County shall notify the Contractor, who shall indemnify and save harmless the County against any such claim.

## **25. SEPARATE CONTRACT**

**25.1** The Contractor shall coordinate its operations with those of other contractors. Cooperation will be required in the arrangement for the storage of materials and in the detailed execution of the work. The Contractor, including its subcontractors, shall keep informed of the progress and the detail work of other contractors and shall notify the Architect/Engineer/County immediately of lack of progress or defective workmanship on the part of other contractors. Failure of a contractor to keep informed of the work progressing on the site and failure to give notice of lack of progress or defective workmanship by others shall be construed as acceptance by the Contractor of the status of the work as being satisfactory for proper coordination with its own work.

## **26. ARCHITECT/ENGINEER'S AUTHORITY**

**26.1** The Architect/Engineer/County shall give all orders and directions contemplated under this Contract and specifications, relative to the execution of the work. The Architect/Engineer/County shall determine the amount, quality, acceptability, and fitness of the several kinds of work and materials which are to be paid for under this Contract and shall decide all questions which may arise in relation to said work and the construction thereof. The Architect/Engineer/County's estimates and decisions shall be final and conclusive, except as herein otherwise expressly provided. In case any question shall arise between the parties hereto relative to said contract or specifications, the determination or decision of the Architect/Engineer/County shall be a condition precedent to the right of the Contractor to receive any money or payment for work under this Contract affected in any manner or to any extent by such question.

**26.2** The Architect/Engineer/County shall decide the meaning and intent of any portion of the specifications and of any plans or drawings where the same may be found obscure or be in dispute. Any differences or conflicts in regard to their work which may arise between the Contractor under this Contract and other Contractors performing work for the County shall be adjusted and determined by the Architect/Engineer/County.

## **27. STATED ALLOWANCES**

**27.1** It is understood that Contractor has included in its proposal for the Contract sum all allowances including "Allowed Materials" The Contractor shall purchase the "Allowed Materials" as directed by the County on the basis of the lowest and best bid of at least three competitive bids. If the actual sum for purchasing the "Allowed Materials" is more or less than the "Cash Allowance," the Contract sum shall be adjusted accordingly. The adjustment in contract price shall be made on the basis of the purchase price without additional charges for overhead, profit, insurance or any other incidental expenses. The cost of installation of the "Allowed Materials" shall be included in the applicable sections of the Contract Specifications covering this work.

## **28. USE OF PREMISES AND REMOVAL OF DEBRIS**

**28.1** The Contractor expressly undertakes at its own expense:

- A. to take every precaution against injuries to persons or damage to property;
- B. to store its apparatus, materials, supplies and equipment in such orderly fashion at the site of the work as will not unduly interfere with the progress of its work or the work of any other subcontractors;
- C. to place upon the work or any part thereof only such loads as are consistent with the safety of the portion of the work;
- D. to clean up frequently all refuse, rubbish, scrap materials, and debris caused by its operations, to the end that at all times the site of the work shall present a neat, orderly and workmanlike appearance;
- E. before final payment to remove all surplus material, false-work, temporary structures, including foundations thereof, plant of any description and debris of every nature resulting from its operations, and to put the site in a neat, orderly condition.
- F. to effect all cutting, fitting or patching of its work required to make the same to conform to the plans and specifications and, except with the consent of the Architect/Engineer/County, not to cut or otherwise alter the work of any other Contractor.

**29. QUANTITIES OF ESTIMATE**

**29.1** Wherever the estimated quantities of work to be done and materials to be furnished under this Contract are shown in any of the documents including the proposal, they are given for use in comparing bids and the right is especially reserved except as herein otherwise specifically limited, to increase or diminish them as may be deemed reasonably necessary or desirable by the County to complete the work contemplated by this Contract, and such increase or diminution shall in no way void this Contract, nor shall any such increase or diminution give cause for claims or liability for damages.

**30. LANDS AND RIGHTS-OF-WAY**

**30.1** Prior to the start of construction, the County shall obtain all lands and rights-of-way necessary for the carrying out and completions of work to be performed under this Contract.

**31. GENERAL GUARANTY**

**31.1** Neither the final certificate of payment nor any provision in the Contract Documents, nor partial or entire occupancy of the premises by the County, shall constitute an acceptance of work not done in accordance with the Contract Documents or relieve the Contractor of liability in respect to any express warranties or responsibility for faulty materials or workmanship. The Contractor shall remedy any defects in the work and pay for any damage to other work resulting therefrom, which shall appear within a period of one (1) year from the date of final acceptance of the work unless a longer period is specified. The County will give notice of observed defects with reasonable promptness.

## **32. PROTECTION OF LIVES AND HEALTH**

**32.1** The Contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages to persons or property, either on or off the site, which occur as a result of its prosecution of the work. The safety provisions of applicable laws and building and construction codes shall be observed and the Contractor shall take or cause to be taken, such additional safety and health measures as the County may determine to be reasonably necessary.

## **33. INTEREST OF MEMBER**

**33.1** No member of Santa Fe Board of County Commissioners shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom.

## **34. OTHER PROHIBITED INTERESTS**

**34.1** No official of the County who is authorized in such capacity and on behalf of the County to negotiate, make, accept or approve, or to take part in negotiating, making accepting or approving any architectural, engineering, inspection, construction or material supply contract or any subcontract in connection with the construction of the project, shall become directly or indirectly interested personally in this Contract or in any part hereof. No officer, employee, architect, attorney, engineer or inspector of or for the County who is authorized in such capacity and on behalf of the County to exercise any legislative, executive, supervisory or other similar functions in connection with the construction of the project, shall become directly or indirectly interested personally in this Contract or in any part thereof, any material supply contract, subcontract, insurance contract, or any other contract pertaining to the project.

## **35. USE AND OCCUPANCY PRIOR TO ACCEPTANCE BY COUNTY**

- 35.1** The Contractor agrees to the use and/or occupancy of a portion or unit of the project before formal acceptance by the County, provided the County:
- A. Secures written consent of the Contractor except in the event, in the opinion of the Architect/ Engineer, the Contractor is chargeable with unwarranted delay in final cleanup of punch list items or other contract requirements.
  - B. Secures endorsement from the insurance carrier and consent of the surety permitting occupancy of the building or use of the project during the remaining period of construction.
  - C. When the project consists of more than one building, and one of the buildings is occupied, secures permanent fire and extended coverage insurance, including a permit to complete construction. Consent of the surety must also be obtained.

# ATTACHMENT A

## BID SHEETS

SAMPLE

## **ATTACHMENT B**

### **ADDENDA & MODIFICATIONS**

**SAMPLE**

**EXHIBIT A**  
PROJECT MANUAL

SAMPLE

## **EXHIBIT B**

TECHNICAL SPECIFICATIONS AS LISTED IN PLAN SET

SAMPLE

## EXHIBIT C

### LABOR AND MATERIAL PAYMENT BOND

KNOW ALL MEN BY THESE PRESENT, THAT WE \_\_\_\_\_  
\_\_\_\_\_ as PRINCIPAL hereinafter called the "PRINCIPAL" and  
\_\_\_\_\_ as SURETY hereinafter called the "SURETY", are held and  
firmly bound unto Santa Fe County, a Political Subdivision of the State of New Mexico as OBLIGEE  
hereinafter called the "COUNTY", for the use and benefit of any claimants as herein below defined, in  
the amount of \_\_\_\_\_ (\$ . ) dollars for the payment whereof  
PRINCIPAL and SURETY bind themselves, their heirs, executors, administrators, successors, and  
assigns, jointly and severally, firmly by these presents.

WHEREAS, the PRINCIPAL has a written contract dated \_\_\_\_\_, 2017, with the  
COUNTY for the construction services for the (insert project description) in Santa Fe  
County, New Mexico, which must be constructed in accordance with drawings and specifications which  
contract is referenced and made a part hereof, and is hereinafter referred to as the "Contract."

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if PRINCIPAL shall  
promptly make payment to all claimants as hereinafter defined, for all labor and material used or  
reasonably required for use in the performance of the Contract, then this obligation shall be void;  
otherwise, it shall remain in full force and effect, subject to the following conditions:

1. A claimant is defined as one having a direct contract with the PRINCIPAL or with a subcontractor of the PRINCIPAL for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include but not be limited to that part of water, gas, power, light, heat, oil, gasoline, telephone services or rental of equipment directly applicable to the Contract.
2. The above named PRINCIPAL and SURETY hereby jointly and severally agree with the COUNTY that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, prosecute a suit to final judgment for such sum or sums as may be justly due claimant, and have execution thereof. The COUNTY shall not be liable for payment of any cost or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant:
  - a. Unless claimant, or other than one having a direct contract with the PRINCIPAL, shall have written notice in the form of an sworn statement to the COUNTY and any one or both of the following: the PRINCIPAL or SURETY above named, within ninety (90) days after such said claim is made or suit filed, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were furnished, or for whom the work or labor was done or performed.
  - b. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the COUNTY, PRINCIPAL or SURETY, at any place where an office is regularly maintained by said COUNTY, PRINCIPAL or SURETY for the transaction of business, or served in any manner in

which legal process may be served in the State in which the aforesaid project is located, save that such service need not be made by a public officer.

- 4. Any suit under this Labor and Material Bond must be instituted in accordance with the statute of limitation under Section 37-1-3 NMSA 1978.
- 5. No right of action shall accrue on this Bond to or for the use of any person or corporation other than subcontractors or sub-subcontractors of the said Contract between PRINCIPAL and Santa Fe County named herein.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
CONTRACTOR – PRINCIPAL (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY’S Authorized New Mexico Agent

## EXHIBIT D

### PERFORMANCE BOND (SAMPLE)

A. KNOW ALL MEN BY THESE PRESENT, THAT WE \_\_\_\_\_, as PRINCIPAL hereinafter called the "CONTRACTOR" and \_\_\_\_\_, as SURETY hereinafter called the "SURETY", are held and firmly bound unto OBLIGEE Santa Fe County, a Political Subdivision of the State of New Mexico, hereinafter called the "COUNTY", in the sum of \_\_\_\_\_ (\$ \_\_\_\_\_) dollars for the payment whereof CONTRACTOR and SURETY bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

B. WHEREAS, the CONTRACTOR has a written contract dated \_\_\_\_\_, 2017, with the COUNTY for the construction services for the \_\_\_\_\_ (insert project description) Santa Fe County, New Mexico, in accordance with drawings and specifications which contract is referenced made part hereof, and is hereinafter referred to as the "Contract."

C. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if CONTRACTOR shall promptly and faithfully perform said Contract (including any amendment thereto), then this obligation shall be null and void; otherwise it shall remain in full force and effect until the COUNTY shall by written instrument notify the SURETY that the obligation is discharged, except that the obligation shall continue for at least three (3) months following the expiration of the term of the Contract.

1. The SURETY hereby waives notice of any alteration or extension of the Contract time made by the COUNTY.
2. Whenever CONTRACTOR shall be, and is declared by the COUNTY to be in default under the Contract, the COUNTY having performed the COUNTY'S obligations thereunder, the SURETY must promptly remedy the default and shall promptly:
  - (1) Complete the Contract in accordance with its terms and conditions, or
  - (2) Obtain a bid or bids for submission to the COUNTY for completing the Contract in accordance with its terms and conditions, and upon determination by the COUNTY and SURETY of the lowest responsible bidder, arrange for a contract between such bidder and Santa Fe County, and make available as work progresses (even though there should be a default or a secession of defaults under the Contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the Contract price, but not exceeding, including other costs and damages for which the SURETY may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of the Contract price" as used in this paragraph, shall mean the total amount payable by the COUNTY to CONTRACTOR under the Contract and any amendments thereto, less the amount properly paid by the COUNTY to CONTRACTOR.

D. No right of action shall accrue on this Performance Bond to or for the use of any person or corporation other than Santa Fe County named herein or the heirs, executors, administrators, or successors of Santa Fe County.

E. This Bond shall be enforceable without the need to have recourse to any judicial or arbitral proceedings.

SIGNED AND SEALED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
CONTRACTOR – PRINCIPAL (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

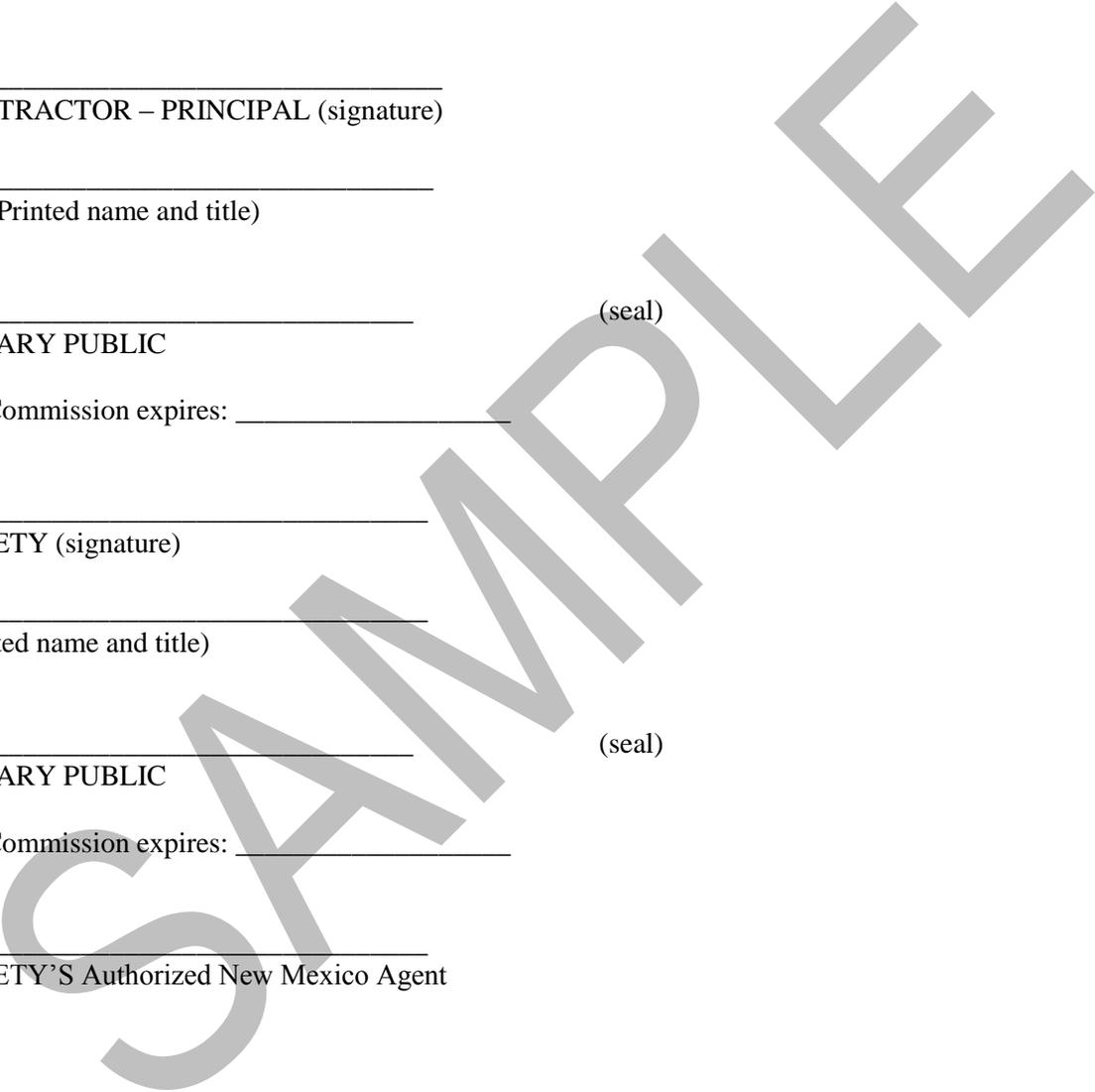
\_\_\_\_\_  
SURETY (signature)

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

\_\_\_\_\_  
NOTARY PUBLIC (seal)

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
SURETY'S Authorized New Mexico Agent



**EXHIBIT E**

**ASSIGNMENT OF ANTITRUST CLAIMS**

TO BE EXECUTED BY GENERAL CONTRACTORS, SUBCONTRACTORS, SUPPLIERS,  
AND SUB-SUBCONTRACTORS OF CONTRACTORS ON COUNTY CONTRACTS.

FIRM NAME:  
ADDRESS:

PROJECT:

PHONE NO.:

PROJECT NO:

\_\_\_\_\_ agrees that any and all claims which it may have or may incur to it for overcharges resulting from antitrust violations as to goods, services, and materials purchased in connection with the above-referenced project are hereby assigned to Santa Fe County, but only to the extent that such overcharges are passed on to the County. It is agreed that the undersigned retains all rights to any such antitrust claims to the extent of any overcharges not passed on to the County, including the right to any treble damages attributable thereto.

FIRM: \_\_\_\_\_

BY: \_\_\_\_\_  
Signed by Individual empowered to obligate Suppliers,  
Subcontractors or Sub-subcontractors

TITLE: \_\_\_\_\_

**EXHIBIT F**

**CERTIFICATE OF LIABILITY INSURANCE**

SAMPLE

**EXHIBIT G**

**NOTICE OF CONTRACT AWARD**

**TO:**

**FROM:** \_\_\_\_\_, **Public Works Department**

**CONTRACT NO.** \_\_\_\_\_

**This is to inform that you that you have been awarded the Contract for:**

Project Name: \_\_\_\_\_

Date of Award \_\_\_\_\_ Amount of Award \_\_\_\_\_

**Contractor Information:**

Firm Name: \_\_\_\_\_ License# \_\_\_\_\_

Address: \_\_\_\_\_ Phone # \_\_\_\_\_

**It is anticipated that construction will take place:**

Approximate Starting Date: \_\_\_\_\_ Approximate Completion Date: \_\_\_\_\_

Santa Fe County hereby accepts your offer on the solicitation No. \_\_\_\_\_ as reflected in this award document. The rights and obligations of the parties shall be subject to and governed by this document and any documents attached or incorporated by reference.

**SANTA FE COUNTY**

Name of Public Works Director or designee: \_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Signature

**EXHIBIT H**

**NOTICE TO PROCEED**

TO:

DATE:  
PROJECT:

ATTN:

PROJECT NO.  
CONTRACT NO.  
IFB NO.

Enclosed is your copy of the Contract, which has been approved. Please consider this letter as official NOTICE TO PROCEED on the above-referenced project.

Your firm shall commence work within ten (10) calendar days of the above date and shall achieve Substantial Completion \_\_\_\_ calendar days thereafter, which shall be \_\_\_\_, 2017, unless modified by Change Order.

It is essential that you make reference to the above-stated project number on all documents sent to the Architect/Engineer from your office. These documents shall include correspondence, change order proposals, change orders, payment request statements, and all other project-related material which you forward to the Architect/Engineer for information and processing.

Also, before you may start any Work at the site, you must (add any other requirements):

OWNER: Santa Fe County  
SFC \_\_\_\_\_ DEPARTMENT

By: \_\_\_\_\_  
Director, SFC Department

# EXHIBIT I

## CHANGE ORDER

PROJECT:

CONTRACTOR  
CHANGE ORDER NO:

ARCHITECT/ENGINEER

PROJECT NO:

Contractor Telephone:  
Contractor e-mail:  
ENGINEER'S/ARCHITECT'S PROJECT NO:

---

CHANGE ORDER JUSTIFICATION (Provide definitive reason for proposed change order.)

---

You are directed to make the following changes in this Contract: (Provide a detailed description of the Scope of the Work.)

---

NOT VALID UNTIL SIGNED BY BOTH THE COUNTY AND THE ARCHITECT/ENGINEER.  
Signature of the Contractor indicates agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The Original Contract Sum:	\$0.00
Net change by previously authorized Change Orders:	\$0.00
The Contract Sum prior to this Change Order:	\$0.00
Contract Sum will be increased/decreased/unchanged by this Change Order in the amount of:	\$0.00
The new contract Sum including this Change Order:	\$0.00
The Contract Time will be increased/decreased/unchanged by <input type="text"/> days.	
The date of Substantial Completion as of the date of this Change Order is: <input type="text"/>	

**CHANGE ORDER SIGNATURE PAGE**

**APPROVED**

**SANTA FE COUNTY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Katherine Miller  
County Manager

Approved as to form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Gregory S. Shaffer  
County Attorney

Finance Department:

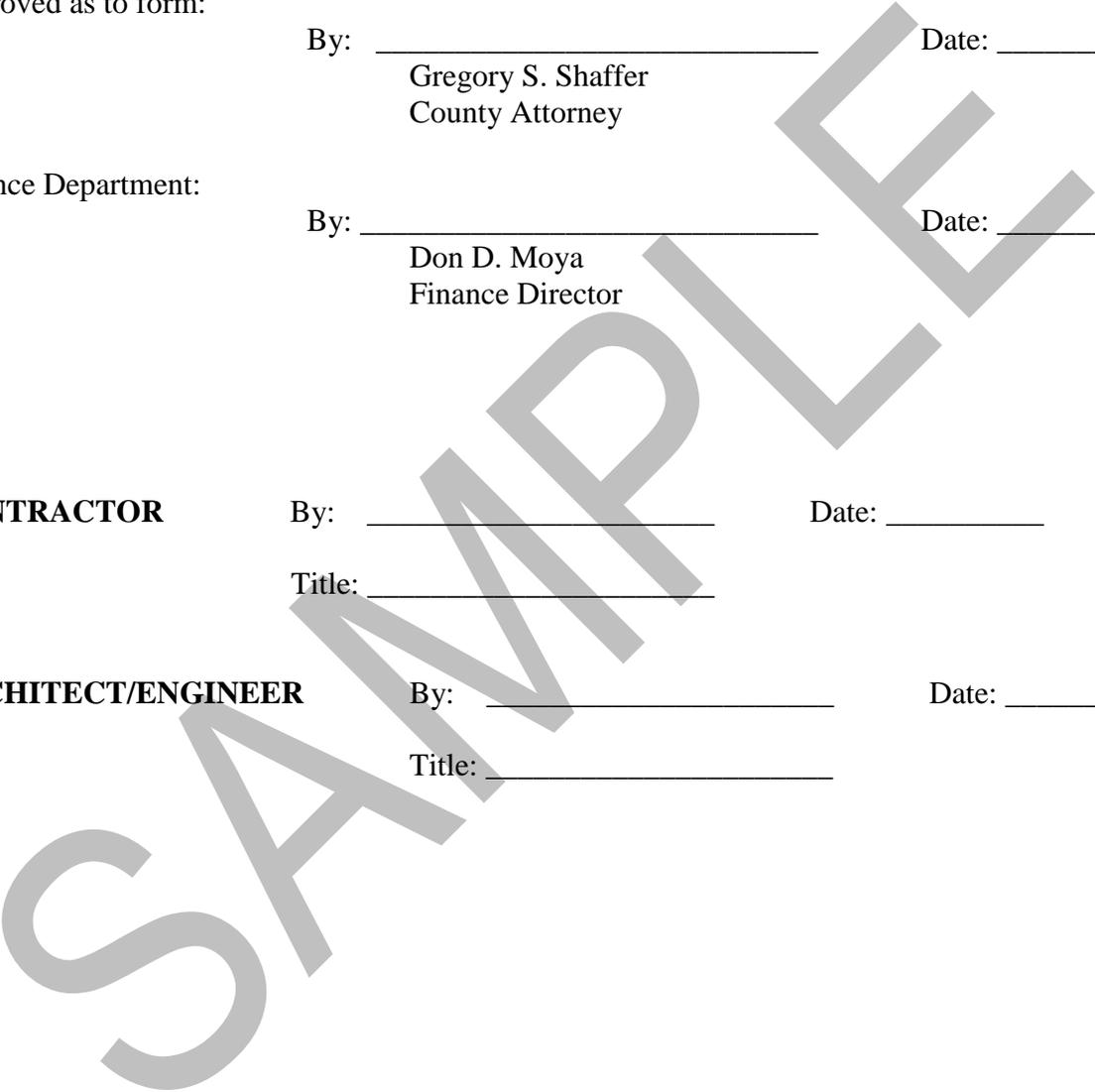
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Don D. Moya  
Finance Director

**CONTRACTOR**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

**ARCHITECT/ENGINEER**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_



# EXHIBIT J

## CERTIFICATE OF SUBSTANTIAL COMPLETION

SANTA FE COUNTY – (INSERT DEPARTMENT)

Public Works Director or designee (name): \_\_\_\_\_

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

Contractor Purchase Order Number: \_\_\_\_\_

ARCHITECT/ENGINEER: \_\_\_\_\_

Project Name: \_\_\_\_\_

Contract Date: \_\_\_\_\_

Project Description - Article 2 to Agreement Between Santa Fe County and Contractor (include address and project location description):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The contractor hereby certifies the Work of this project to be in complete conformance to the Contract Documents and is substantially complete, enabling the County to make use of the Work as intended.

By its signature below the Contractor further requests Architect/Engineer and County to inspect the Work and to concur in the Work’s substantial completion by their signature and/or to provide in a timely manner to Contractor a listing of work items adjudged by them as remaining to be completed or corrected. Contractor agrees to complete and correct all work items (Punch List) representative of such listing within \_\_\_ days from date of receipt from Architect/Engineer.

**Contractor**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Accepted by Santa Fe County**

\_\_\_\_\_  
Signature (Public Works Director or Designee)      Print Name      Date

**Inspected/Concurrence Architect/Engineer**

\_\_\_\_\_  
Signature      Print Name      Date

**PUNCH LIST**

A list of items (Punch List) to be completed or corrected, verified by the Architect/Engineer and County, is appended hereto. Failure to include any incomplete items on such list does not alter the responsibility of the Contractor to provide all Work in complete conformance with the Contract Documents.

The Contractor shall complete or correct the work on the punch list appended hereto by \_\_\_\_\_ (Date)

The punch list consists of \_\_\_\_\_(indicate number of items) items.

The Work performed under this Contract has been reviewed and found to be substantially complete by the Director of Public Works who has hereby established the Date of Substantial Completion as \_\_\_\_\_ (date) which is also the date of commencement of all warranties and guarantees required by the Contract Documents. The Date of Substantial Completion of the Work or designated portion thereof is the date established by the Director of Public Works (or designee) when construction is sufficiently complete, in accordance with the Contract Documents, so the County may occupy the Work, or designated portion thereof, for the use for which it is intended.

The County accepts the Work or designated portion thereof as substantially complete and assumes full possession thereof, in accordance with the contract documents.

Punch List Items: (Use additional sheets if necessary)