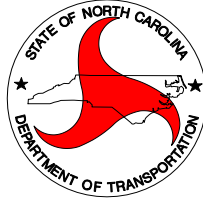


STATE OF NORTH CAROLINA  
**DEPARTMENT OF TRANSPORTATION**



DIVISION THREE ROADSIDE ENVIRONMENTAL

# CONTRACT PROPOSAL

**CONTRACT NO:** D3POC0070  
**WBS #:** 46305.3.23  
**TIP #:** ER-5600  
**FA PROJECT #:** STP-0332(064)

**COUNTY:** Sampson  
**ROUTE:** At the Highway 701 Roundabout  
**DESCRIPTION:** Plant bed installation in Newton Grove: NC  
**BID OPENING:** March 1<sup>st</sup>, 2018

**NOTICE:**

ALL BIDDERS SHALL COMPLY WITH ALL APPLICABLE LAWS REGULATING THE PRACTICE OF GENERAL CONTRACTING AS CONTAINED IN CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA WHICH REQUIRES THE BIDDER TO BE LICENSED BY THE NC LICENSING BOARD FOR CONTRACTORS WHEN BIDDING ON ANY NON-FEDERAL AID PROJECT WHERE THE BID IS \$30,000 OR MORE, EXCEPT FOR CERTAIN SPECIALTY WORK AS DETERMINED BY THE LICENSING BOARD. BIDDERS SHALL ALSO COMPLY WITH ALL OTHER APPLICABLE LAWS REGULATING THE PRACTICES OF ELECTRICAL, PLUMBING, HEATING AND AIR CONDITIONING AND REFRIGERATION CONTRACTING AS CONTAINED IN CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA.

---

NAME OF BIDDER

---

ADDRESS OF BIDDER

**RETURN BIDS TO:**

North Carolina Department of Transportation  
Attn: Lloyd G. Royall, Jr., PLS  
Division Engineers Office  
5501 Barbados Blvd.  
Castle Hayne, NC 28429

\*\*\*\*\*BID BONDS REQUIRED

## Table of Contents

|  |    |
|--|----|
| INSTRUCTIONS TO BIDDERS                              | 4  |
| STANDARD PROVISIONS                                  | 6  |
| GENERAL  | 6  |
| MANDATORY PRE-BID CONFERENCE AND PROPOSAL REVIEW     | 6  |
| MANDATORY PRE-BID CONFERENCE: ELIGIBILITY TO BID     | 7  |
| INTERMEDIATE COMPLETION TIMES                        | 7  |
| DAY AND TIME RESTRICTIONS                            | 8  |
| CONTRACT TIME AND LIQUIDATED DAMAGES                 | 9  |
| BANKRUPTCY   | 10 |
| BIDS OVER LIMIT:                                     | 10 |
| GIFTS FROM VENDORS AND CONTRACTORS                   | 11 |
| MATERIALS AND TESTING                                | 11 |
| NOTIFICATION OF OPERATIONS                           | 12 |
| ON-THE-JOB TRAINING                                  | 12 |
| PAYMENT AND RETAINAGE                                | 14 |
| PLAN, DETAIL AND QUANTITY ADJUSTMENTS                | 15 |
| POSTED WEIGHT LIMITS                                 | 15 |
| OUTSOURCING OUTSIDE THE USA:                         | 15 |
| PURCHASE ORDER CONTRACT PREQUALIFICATION             | 15 |
| UTILITY CONFLICTS                                    | 15 |
| SPECIAL PROVISIONS                                   | 16 |
| NOTE TO CONTRACTOR                                   | 16 |
| PROSECUTION AND PROGRESS                             | 16 |
| DISADVANTAGED BUSINESS ENTERPRISE (DIVISIONS):       | 17 |
| PLANTING - GENERAL CONDITIONS                        | 26 |
| IRRIGATION   | 27 |
| REMOVE AND REPLACE 7.5" X 8.0" CONCRETE MEDIAN CURB: | 30 |
| LANDSCAPE FABRIC                                     | 31 |
| SEASONAL LIMITATIONS                                 | 32 |
| REPLACEMENT PLANTINGS                                | 32 |
| TOPSOIL  | 32 |
| MULCH  | 33 |
| PESTICIDES   | 33 |
| WATERING   | 33 |
| WEED CONTROL   | 34 |
| MOWING   | 34 |
| FERTILIZER   | 34 |
| PRUNING  | 35 |
| PLANT BED PREPARATION                                | 35 |
| EXISTING PLANT BED CLEAN-UP/ SELECTIVE TREE REMOVAL  | 35 |
| WARRANTY WORK/ MONTHLY MAINTENACNE                   | 36 |
| FLAG POLE  | 36 |
| CONCRETE FLAGPOLE BASE                               | 37 |
| STONE WALLS  | 37 |
| FLAGPOLE LIGHT & RGB WALL LIGHT                      | 38 |
| ESTABLISHMENT PERIOD                                 | 39 |
| FINAL ACCEPTANCE                                     | 39 |
| BASIS OF PAYMENT                                     | 40 |
| STABILIZATION REQUIREMENTS:                          | 40 |
| SEEDING AND MULCHING:                                | 41 |
| CRIMPING STRAW MULCH:                                | 42 |

|   |    |
|---|----|
| WORK ZONE TRAFFIC CONTROL GENERAL REQUIREMENTS                    | 43 |
| TRAFFIC CONTROL AND WORK ZONE SAFETY                              | 43 |
| PLANT AND PEST QUARANTINES  | 44 |
| DRIVEWAYS AND PRIVATE PROPERTY                                    | 44 |
| CERTIFICATION FOR FEDERAL-AID CONTRACTS                           | 44 |
| U.S. DEPARTMENT OF TRANSPORTATION HOTLINE:                        | 45 |
| CARGO PREFERENCE ACT:   | 45 |
| MINORITY AND FEMALE EMPLOYMENT REQUIREMENTS                       | 46 |
| REQUIRED CONTRACT PROVISIONS FEDERAL - AID CONSTRUCTION CONTRACTS | 47 |
| MINIMUM WAGES   | 57 |
| LISTING OF DBE SUBCONTRACTORS                                     | 62 |
| EXECUTION OF BID  | 70 |
| DEBARMENT CERTIFICATION   | 77 |
| BID FORM  | 79 |

**INSTRUCTIONS TO BIDDERS****PLEASE READ ALL INSTRUCTIONS CAREFULLY  
BEFORE PREPARING AND SUBMITTING YOUR BID.**

All bids shall be prepared and submitted in accordance with the following requirements. Failure to comply with any requirement shall cause the bid to be considered irregular and shall be grounds for rejection of the bid.

1. The bid form furnished by NCDOT with the proposal shall be used and shall not be altered in any manner. **DO NOT SEPARATE THE BID FORM FROM THE PROPOSAL!**
2. All entries on the bid form, including signatures, shall be written in ink.
3. The Bidder shall submit a unit price for every item on the bid form. The unit prices for the various contract items shall be written in figures. **\*\*\*Unit prices must be limited to TWO decimal places.\*\*\***
4. An amount bid shall be entered on the bid form for every item. The amount bid for each item shall be determined by multiplying each unit bid by the quantity for that item, and shall be written in figures in the "Amount Bid" column of the form.
5. The total amount bid shall be written in figures in the proper place on the bid form. The total amount shall be determined by adding the amounts bid for each item.
6. Changes in any entry shall be made by marking through the entry in ink and making the correct entry adjacent thereto in ink. A representative of the Bidder shall initial the change in ink. Do not use "White Out" or similar product to make corrections.
7. The bid shall be properly executed. All bids shall show the following information:
  - a. Name of individual, firm, corporation, partnership, or joint venture submitting bid.
  - b. Name of individual or representative submitting bid and position or title.
  - c. Name, signature, and position or title of witness.
  - d. Federal Identification Number
  - e. Contractor's License Number
8. Bids submitted by corporations shall bear the seal of the corporation.
9. The bid shall not contain any unauthorized additions, deletions, or conditional bids.
10. The bidder shall not add any provision reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
11. **THE PROPOSAL WITH THE BID FORM STILL ATTACHED SHALL BE PLACED IN A SEALED ENVELOPE AND SHALL HAVE BEEN DELIVERED TO AND RECEIVED IN DIVISION ENGINEERS OFFICE: 5501 Barbados Blvd. Castle Hayne, NC 28429, BY 2:00 P.M. On Thursday, March 1<sup>st</sup>, 2018.**
12. The sealed bid must display the following statement on the front of the sealed envelope:  
**"QUOTATION FOR D3POC0070, Plant bed installation in Newton Grove: NC  
To Be Opened At 2:00 P.M. ON March 1<sup>st</sup>, 2018.**
13. If delivered by mail, the sealed envelope shall be placed in another sealed envelope and the outer envelope shall be addressed as follows:

**N. C. DEPARTMENT OF TRANSPORTATION  
Attn: Lloyd G. Royall, Jr., PLS  
5501 Barbados Blvd.  
Castle Hayne, NC 28429**

**AWARD OF CONTRACT**

**The award of the contract, if it be awarded, will be made to the lowest responsible Bidder in accordance with Section 102-10 of the 2018 Standard Specifications for Roads and Structures. The lowest responsible Bidder will be notified that his bid has been accepted and that he has been awarded the contract. NCDOT reserves the right to reject all bids.**

## **STANDARD PROVISIONS**

### **GENERAL**

**This project is for the landscape Plant bed installation in Newton Grove: NC.**

All work and materials shall be in accordance with the provisions of the General Guidelines of this contract, the Project Special Provisions, the North Carolina Department of Transportation *2018 Standard Specifications for Roads and Structures*, the North Carolina Department of Transportation *2018 Roadway Standards Drawings*, and the current edition of the Manual of Uniform Traffic Control Devices (MUTCD).

The Contractor shall keep himself fully informed of all Federal, State and local laws, ordinances, and regulations, and shall comply with the provisions of Section 107 of the *2018 Standard Specifications*.

### **MANDATORY PRE-BID CONFERENCE AND PROPOSAL REVIEW**

**All prospective bidders shall attend a Mandatory Pre-Bid Conference as shown below:**

**Date: February 1, 2018**

**Time: 9:30AM**

**Place:** Division Three Conference Room

**Location:** 5501 Barbados Blvd., Castle Hayne, NC 28429

**County:** New Hanover

**Contact for Directions:** 910-341-2000

**NOTE: The Mandatory Pre-Bid Conference will begin promptly at 9:30AM. An official clock for the pre-bid conference will be designated. Contractors who are late will not be permitted to sign in or to participate in the conference.**

**Bidders are expected to make their own investigation of the site prior to the conference.**

**No questions concerning the project will be answered by any Department personnel at any time, except at the Mandatory Pre-Bid Conference.**

This conference will be conducted by Department personnel for the purpose of providing additional information about the project and to give bidders an opportunity to ask any questions they may have.

The Engineer will explain areas of responsibility, standards of performance and expected results. This is also intended to be a time for the Contractor to raise questions as to the present condition of the facility. The Contractor is encouraged to make his/her own observations of the site(s) and may choose to have an electrician, plumber or other tradesman to assist him in determining the condition of the items identified in this contract as the Contractor's responsibility. For items that can be shown to the Department to be deficient, the Department may elect to: 1) repair or replace such item to bring it up to standard before the Contractor assumes responsibility, 2) not repair or replace such item, but remove this item from the Contractor's responsibility.

**Any changes made to the contract during the pre-bid conference will be documented and included in an addendum. A copy of which to be provided to each qualified bidder. The addendum must be returned with the bid package, signed and dated. Failure to do so will result in disqualification of bid.**

**MANDATORY PRE-BID CONFERENCE: ELIGIBILITY TO BID**

All prospective bidders at the Mandatory Pre-Bid Conference shall meet all of the requirements as shown below:

Only bidders who have attended the entire conference and properly registered at the Mandatory Pre-Bid Conference will be considered eligible to bid on this project. A bid received from a Bidder who has not attended and properly registered at the conference will be rejected as an irregular bid and will not be considered for award.

Attendance at the Mandatory Pre-Bid Conference will not meet the requirements of proper registration unless the individual attending has registered at the conference in accordance with the following:

1. The individual attending the Mandatory Pre-Bid Conference is a full time employee of the company being represented and has **administrative/supervisory** authority over the work to be performed under this contract.
2. The individual signs his/her name and company title on the official roster.
3. The individual writes in the name and address of the company he or she represents.
4. Only one company is shown as being represented by the individual attending.
5. The individual shall sign out when the conference is over.

**INTERMEDIATE COMPLETION TIMES**

The Contractor shall begin and complete the prescribed work in the table below, notwithstanding the following the start date and finish date may be adjusted by the Engineer. If such a change is made, the Start Date and Finish Date of the following within that term will be adjusted forward or backward by the same number of days.

| <b>Intermediate Completion Dates</b> |                   |                    |  |
|--------------------------------------|-------------------|--------------------|--|
| <b>CYCLE</b>                         | <b>Start Date</b> | <b>Finish Date</b> | <b>Type of Work</b>  |
| 1                                    | 03/19/18          | 04/13/18           | Selective Tree Removal, Plant Bed Prep/Installation of Plants, Irrigation  |
| 2                                    | 04/16/18          | 05/18/18           | Completion of Stone Wall, Concrete Flagpole Base, Flagpole installation, Lighting, and Concrete Curb replacement |

**LIQUIDATED DAMAGES**

The Contractor shall incur Liquidated Damages in the amount of **Five Hundred (\$500.00)** dollars for each calendar day for which acceptable completion of work is delayed beyond its intermediate Date of Completion.

Liquidated Damages are **Five Hundred Dollars (\$500.00)** for each calendar day for which Tree Removal or planting are done outside of the prescribed times.

**DAY AND TIME RESTRICTIONS**

**MONDAY-FRIDAY FROM THIRTY (30) MINUTES BEFORE SUNSET  
TO THIRTY (30) MINUTES AFTER SUNRISE THE FOLLOWING DAY**

**MONDAY- SATURDAY: No lanes closures allowed within the time frames of  
6:00 am to 9:00am or 4:00 pm to 8:00 pm:**

In addition, the Contractor shall not perform any work on this project and/or alter the traffic flow on or during holiday weekends, special events, or any other time when traffic is unusually heavy, including the following schedules:

**HOLIDAY AND HOLIDAY WEEKEND LANE CLOSURE RESTRICTIONS**

1. For **any event** that creates unusually high traffic volumes, as directed by the Engineer.
2. For **New Year's Day**, between the hours of 30 minutes before sunset. December 31st until 30 minutes after sunrise January 2nd. If New Year's Day is on Saturday or Sunday, then until 30 minutes after sunrise the following Tuesday.
3. For **Easter**, between the hours of 30 minutes before sunset Thursday and 30 minutes after sunrise Monday.
4. For **Memorial Day**, between the hours of 30 minutes before sunset Thursday and 30 minutes after sunrise Tuesday.
5. For **Independence Day**, between the hours of 30 minutes before sunset the day before Independence Day and 30 minutes after sunrise the day after Independence Day.  
  
If Independence Day is on a Saturday or Sunday, then between the hours of 30 minutes before sunset the Thursday before Independence Day and 30 minutes after sunrise the Tuesday after Independence Day.
6. For **Labor Day**, between the hours of 30 minutes before sunset Thursday and 30 minutes after sunrise Tuesday.
7. For **Thanksgiving Day**, between the hours of 30 minutes before sunset Tuesday and 30 minutes after sunrise Monday.
8. For **Christmas**, between the hours of 30 minutes before sunset the Friday **before the week of Christmas Day** and 30 minutes after sunrise the following Monday **after the week of Christmas Day**.



Holidays and holiday weekends shall include New Year's, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. The Contractor shall schedule his work so that lane closures are not required during these periods, unless otherwise directed by the Engineer.

The time of availability for this intermediate contract time shall be the time the Contractor begins work and/or alters the traffic flow according to the time restrictions listed herein.

The completion time for this intermediate contract time shall be the time the Contractor is required to cease work and/or cease to alter the traffic flow according to the time restrictions stated above.

The liquidated damages are **Five Hundred Dollars (\$500.00)** per hour time period or any portion thereof.

**CONTRACT TIME AND LIQUIDATED DAMAGES**

(7-1-95) (Rev. 12-18-07)

108

SP1 G10 A

The date of availability for this contract is **March 19 2018**.

The completion date for this contract is **May 18 2018**

Except where otherwise provided by the contract, observation periods required by the contract will not be a part of the work to be completed by the completion date and/or intermediate contract times stated in the contract. The acceptable completion of the observation periods that extend beyond the final completion date shall be a part of the work covered by the performance and payment bonds.

The liquidated damages for this contract are **Five Hundred Dollars (\$500.00) per calendar day**.

**AVAILABILITY OF FUNDS – TERMINATION OF CONTRACTS**

(5-20-08)

Z-2

*General Statute 143C-6-11. (h) Highway Appropriation* is hereby incorporated verbatim in this contract as follows:

(h) Amounts Encumbered. – Transportation project appropriations may be encumbered in the amount of allotments made to the Department of Transportation by the Director for the estimated payments for transportation project contract work to be performed in the appropriation fiscal year. The allotments shall be multiyear allotments and shall be based on estimated revenues and shall be subject to the maximum contract authority contained in *General Statute 143C-6-11(c)*. Payment for transportation project work performed pursuant to contract in any fiscal year other than the current fiscal year is subject to appropriations by the General Assembly. Transportation project contracts shall contain a schedule of estimated completion progress, and any acceleration of this progress shall be subject to the approval of the Department of Transportation provided funds are available. The State reserves the right to terminate or suspend any transportation project contract, and any transportation project contract shall be so terminated or suspended if funds will not be available for payment of the work to be performed during that fiscal year pursuant to the contract. In the event of termination of any contract, the contractor shall be given a written notice of termination at least 60 days before completion of scheduled work for which funds are available. In the event of termination, the contractor shall be paid for the work already performed in accordance with the contract specifications.

Payment will be made on any contract terminated pursuant to the special provision in accordance with Subarticle 108-13(E) of the *2018 Standard Specifications*.

## BANKRUPTCY

The Department of Transportation, at its option, may terminate the contract upon the filing by the contractor of any petition for protection under the provisions of the Federal Bankruptcy Act.

## BIDS OVER LIMIT:

(08-01-16)

SPD 01-400

In accordance with GS 136-28.1(b), if the total bid amount of the contract exceeds \$5.0 million, the bid will not be considered for award.

## CONTRACTOR CLAIM SUBMITTAL FORM

If the Contractor elects to file a written claim or requests an extension of contract time, it shall be submitted on the *Contractor Claim Submittal Form (CCSF)* available through the Construction Unit or [http://ncdot.org/doh/operations/dp\\_chief\\_eng/constructionunit/formsmanuals/](http://ncdot.org/doh/operations/dp_chief_eng/constructionunit/formsmanuals/)

## COOPERATION BETWEEN CONTRACTORS

In accordance with Section 105-7 of the Standard Specifications, the Department reserves the right at any time to contract for and perform other or additional work on or near the work covered by the contract.

When separate or additional contracts are let within the limits of any one project, each Contractor shall conduct his work so as not to interfere with or hinder the progress or completion of the work being performed by other Contractors. Contractors working within the limits of the same project shall cooperate with each other.

Each Contractor shall conduct his operations in such a manner as to avoid damaging any work being performed by others or which has been completed by others.

When a project is let under more than one contract and the plans and/or special provisions include a construction schedule, it shall be the responsibility of the Contractors to complete the various phases of the project in accordance with the time limits specified such that the total contracts will be completed by the completion date. This construction schedule will remain in effect until such time as the Contractors at their option submit to the engineer a joint construction schedule meeting the approval of the Engineer. This joint construction schedule shall be signed by authorized representatives of each firm and upon the approval of the Engineer shall be binding on each Contractor and made a part of the contract documents. Subsequent modifications to the joint construction schedule may be made during the course of the work in the same manner.

Failure of the Contractor(s) to complete the various phases of work within the time limits set forth in the construction schedule or latest approved joint construction schedule shall be just cause for removing the Contractor(s) from the Department's list of qualified bidders. A Contractor disqualified from bidding by reason of this provision will not be reinstated until such time as his progress is in accordance with the latest approved construction schedule or until the project is completed and accepted, whichever occurs first.

The Department will under no circumstances be liable for any claim for additional compensation due to acts of one Contractor holding up the work of another.

The Department will under no circumstances be liable for any damages experienced by one Contractor as a result of the presence and operations of other Contractors working within the limits of the same project.

## GIFTS FROM VENDORS AND CONTRACTORS

(12-15-09)

SP1 G152

By Executive Order 24, issued by Governor Perdue, and *N.C. G.S. § 133-32*, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor). This prohibition covers those vendors and contractors who:

- (1) have a contract with a governmental agency; or
- (2) have performed under such a contract within the past year; or
- (3) anticipate bidding on such a contract in the future.

For additional information regarding the specific requirements and exemptions, vendors and contractors are encouraged to review Executive Order 24 and *G.S. § 133-32*.

Executive Order 24 also encouraged and invited other State Agencies to implement the requirements and prohibitions of the Executive Order to their agencies. Vendors and contractors should contact other State Agencies to determine if those agencies have adopted Executive Order 24.

## MATERIALS AND TESTING

The Engineer reserves the right to perform all sampling and testing in accordance with Section 106 of the 2018 *Standard Specifications* and the Department's Materials and Test Minimum Sampling Guide. However the Engineer may reduce the frequency of sampling and testing where he deems it appropriate for the project under construction. The Contractor shall furnish the applicable certifications and documentation for all materials as required by the Standard Specifications. Material which is not properly certified will not be accepted. No compensation will be made for materials that do not meet or exceed project specifications. No substitutions will be allowed for materials without written consent from the Engineer.

The Engineer will perform at source inspections of plant material when the source of supply is within the state of North Carolina. Engineer will also perform at source inspections of plant material out of state as long as it is located no further than 150 miles from the project site. All other plant material will be inspected when delivered to the project site. Contractor is responsible for supplying a list of sources of supply no less than two weeks prior to proposed installation. Contractor shall provide a NCDA Certificate of Inspection for all plant material. Where plant material originates from outside the state of North Carolina, Contractor shall provide an equivalent Certificate of Inspection from the state of origin.

Contractor shall submit a 5 gallon representative sample of mulch intended for use on this project to the Engineer for visual inspection and testing.

Contractor shall submit a 5 gallon representative sample of topsoil intended for use on this project to the Engineer for visual inspection and testing.

## NOTIFICATION OF OPERATIONS

The Contractor shall notify the Engineer 1 week in advance of beginning work on this project. The Contractor shall give the Engineer sufficient notice of all operations for any delivery, sampling, inspection or acceptance testing required

## ON-THE-JOB TRAINING

(10-16-07) (Rev. 4-21-15)

Z-10

### Description

The North Carolina Department of Transportation will administer a custom version of the Federal On-the-Job Training (OJT) Program, commonly referred to as the Alternate OJT Program. All contractors (existing and newcomers) will be automatically placed in the Alternate Program. Standard OJT requirements typically associated with individual projects will no longer be applied at the project level. Instead, these requirements will be applicable on an annual basis for each contractor administered by the OJT Program Manager.

On the Job Training shall meet the requirements of 23 CFR 230.107 (b), 23 USC – Section 140, this provision and the On-the-Job Training Program Manual.

The Alternate OJT Program will allow a contractor to train employees on Federal, State and privately funded projects located in North Carolina. However, priority shall be given to training employees on NCDOT Federal-Aid funded projects.

### Minorities and Women

Developing, training and upgrading of minorities and women toward journeyman level status is a primary objective of this special training provision. Accordingly, the Contractor shall make every effort to enroll minority and women as trainees to the extent that such persons are available within a reasonable area of recruitment. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether a member of a minority group or not.

### Assigning Training Goals

The Department, through the OJT Program Manager, will assign training goals for a calendar year based on the contractors' past three years' activity and the contractors' anticipated upcoming year's activity with the Department. At the beginning of each year, all contractors eligible will be contacted by the Department to determine the number of trainees that will be assigned for the upcoming calendar year. At that time the Contractor shall enter into an agreement with the Department to provide a self-imposed on-the-job training program for the calendar year. This agreement will include a specific number of annual training goals agreed to by both parties. The number of training assignments may range from 1 to 15 per contractor per calendar year. The Contractor shall sign an agreement to fulfill their annual goal for the year.\

### **Training Classifications**

The Contractor shall provide on-the-job training aimed at developing full journeyman level workers in the construction craft/operator positions. Preference shall be given to providing training in the following skilled work classifications:

|                     |                                  |
|---------------------|----------------------------------|
| Equipment Operators | Office Engineers                 |
| Truck Drivers       | Estimators                       |
| Carpenters          | Iron / Reinforcing Steel Workers |
| Concrete Finishers  | Mechanics                        |
| Pipe Layers         | Welders                          |

The Department has established common training classifications and their respective training requirements that may be used by the contractors. However, the classifications established are not all-inclusive. Where the training is oriented toward construction applications, training will be allowed in lower-level management positions such as office engineers and estimators. Contractors shall submit new classifications for specific job functions that their employees are performing. The Department will review and recommend for acceptance to FHWA the new classifications proposed by contractors, if applicable. New classifications shall meet the following requirements:

Proposed training classifications are reasonable and realistic based on the job skill classification needs, and

The number of training hours specified in the training classification is consistent with common practices and provides enough time for the trainee to obtain journeyman level status.

The Contractor may allow trainees to be trained by a subcontractor provided that the Contractor retains primary responsibility for meeting the training and this provision is made applicable to the subcontract. However, only the Contractor will receive credit towards the annual goal for the trainee.

Where feasible, 25 percent of apprentices or trainees in each occupation shall be in their first year of apprenticeship or training. The number of trainees shall be distributed among the work classifications on the basis of the contractor's needs and the availability of journeymen in the various classifications within a reasonable area of recruitment.

No employee shall be employed as a trainee in any classification in which they have successfully completed a training course leading to journeyman level status or in which they have been employed as a journeyman.

### **Records and Reports**

The Contractor shall maintain enrollment, monthly and completion reports documenting company compliance under these contract documents. These documents and any other information as requested shall be submitted to the OJT Program Manager.

Upon completion and graduation of the program, the Contractor shall provide each trainee with a certification Certificate showing the type and length of training satisfactorily completed.

### **Trainee Interviews**

All trainees enrolled in the program will receive an initial and Trainee/Post graduate interview conducted by the OJT program staff.

### **Trainee Wages**

Contractors shall compensate trainees on a graduating pay scale based upon a percentage of the prevailing minimum journeyman wages (Davis-Bacon Act). Minimum pay shall be as follows:

|            |   |
|------------|---|
| 60 percent | of the journeyman wage for the first half of the training period    |
| 75 percent | of the journeyman wage for the third quarter of the training period |

90 percent of the journeyman wage for the last quarter of the training period

In no instance shall a trainee be paid less than the local minimum wage. The Contractor shall adhere to the minimum hourly wage rate that will satisfy both the NC Department of Labor (NCDOL) and the Department.

**Achieving or Failing to Meet Training Goals**

The Contractor will be credited for each trainee employed by him on the contract work who is currently enrolled or becomes enrolled in an approved program and who receives training for at least 50 percent of the specific program requirement. Trainees will be allowed to be transferred between projects if required by the Contractor’s scheduled workload to meet training goals.

If a contractor fails to attain their training assignments for the calendar year, they may be taken off the NCDOT’s Bidders List.

**Measurement and Payment**

No compensation will be made for providing required training in accordance with these contract documents.

**PAYMENT AND RETAINAGE**

8-06-2009

P&R\_DDC

The Contractor may submit a request for partial payment on a monthly basis, or other interval as approved by the Engineer. Compensation for all pay items shall be in accordance with the Standard Specifications. The amount of partial payments will be based on the work accomplished and accepted as the last day of the approved pay period.

All requests for payment shall be made on the form furnished to the Contractor by the Department of Transportation. The form shall be completely and legibly filled out with all appropriate information supplied and shall be signed by an authorized representative of the Contractor.

**All invoices must be accompanied with the DBE-IS form even if no Subcontractors payments were made. Payment request shall not be processed without said form filled out and attached.**

If the request for payment is made by Contractor’s Invoice, the Invoice shall be submitted in triplicate to:

**North Carolina Department of Transportation  
Roadside Environmental Unit  
Attention: Daniel Jones  
803 Penderlea Hwy  
Burgaw, NC 28425**

Disadvantaged Business Enterprise (DBE) participation shall be listed in the appropriate spaces on all requests for payment. If there is no participation the word “None” or the figure “0” shall be entered. One hundred percent (100%) payment of the final invoice shall be made after successful completion of the work as verified by the final inspection.

## PLAN, DETAIL AND QUANTITY ADJUSTMENTS

The Department reserves the right to make, at any time during the progress of the work, such alterations in plans or the details of construction as may be found necessary or desirable by the Engineer to complete the project.

## POSTED WEIGHT LIMITS

The Contractor's attention is directed to the fact that many Primary and Secondary Roads and bridges are posted with weight limits less than the legal limit. The Contractor will not be allowed to exceed the posted weight limits in transporting materials and/or equipment to the projects, unless otherwise approved by the Engineer. The Contractor should make a thorough examination of all projects and haul routes.

## OUTSOURCING OUTSIDE THE USA:

(9-21-04) (Rev. 5-16-06)

SP1 G150

All work on consultant contracts, services contracts, and construction contracts shall be performed in the United States of America. No work shall be outsourced outside of the United States of America.

*Outsourcing* for the purpose of this provision is defined as the practice of subcontracting labor, work, services, staffing, or personnel to entities located outside of the United States.

The North Carolina Secretary of Transportation shall approve exceptions to this provision in writing.

## PURCHASE ORDER CONTRACT PREQUALIFICATION

Effective July 1, 2014, Division Let contracts should only be awarded to firms listed in the [Directory of Transportation Firms](#) as either a Bidder or PO Prime Contractor. After this date, firms that are prequalified as subcontractors only cannot bid on Division Let projects. Applications and details on becoming a prequalified Bidder or PO Prime Contractor can be found at <https://connect.ncdot.gov/business/Prequal/Pages/default.aspx>.

## UTILITY CONFLICTS

It shall be the responsibility of the Contractor to contact all affected utility owners and determine the precise locations of all utilities prior to beginning construction. Utility owners shall be contacted a minimum of 48 hours prior to the commencement of operations. Special care shall be used in working around or near existing utilities, protecting them when necessary to provide uninterrupted service. In the event that any utility service is interrupted, the Contractor shall notify the utility owner immediately and shall cooperate with the owner, or his representative, in the restoration of service in the shortest time possible. Existing fire hydrants shall be kept accessible to fire departments at all times.

The Contractor shall adhere to all applicable regulations and follow accepted safety procedures when working in the vicinity of utilities in order to ensure the safety of construction personnel and the public.

**SPECIAL PROVISIONS****NOTE TO CONTRACTOR**

The Contractor must cooperate with State forces working within the limits of this project as directed by the Engineer. The Department reserves the right to make, at any time during the progress of the work, such alterations in plans or the details of construction as may be found necessary or desirable by the Engineer to complete the project. The Contractor shall maintain access to driveways for all residents and property owners throughout the life of the project. The Contractor shall be responsible for maintaining the project as directed by Section 104-10 in the *2018 Standard Specifications*.

**PROSECUTION AND PROGRESS**

The Contractor shall pursue the work diligently with workmen in sufficient numbers, abilities, and supervision, and with equipment, materials, and methods of construction as may be required to complete the work described in the contract by the completion date and in accordance with Section 108 of the *2018 Standard Specifications*. The Contractor's operations are restricted to daylight hours during the project availability dates. No work may be performed on Saturdays, Sundays and Legal State Holidays. Work shall only be performed when weather and visibility conditions allow safe operations.



**DISADVANTAGED BUSINESS ENTERPRISE (DIVISIONS):**

(10-16-07)(Rev.1-17-17)

102-15(J)

SP1 G62

**Description**

The purpose of this Special Provision is to carry out the U.S. Department of Transportation's policy of ensuring nondiscrimination in the award and administration of contracts financed in whole or in part with Federal funds. This provision is guided by 49 CFR Part 26.

**Definitions**

*Additional DBE Subcontractors* - Any DBE submitted at the time of bid that will not be used to meet the DBE goal. No submittal of a Letter of Intent is required.

*Committed DBE Subcontractor* - Any DBE submitted at the time of bid that is being used to meet the DBE goal by submission of a Letter of Intent. Or any DBE used as a replacement for a previously committed DBE firm.

*Contract Goal Requirement* - The approved DBE participation at time of award, but not greater than the advertised contract goal.

*DBE Goal* - A portion of the total contract, expressed as a percentage, that is to be performed by committed DBE subcontractor(s).

*Disadvantaged Business Enterprise (DBE)* - A firm certified as a Disadvantaged Business Enterprise through the North Carolina Unified Certification Program.

*Goal Confirmation Letter* - Written documentation from the Department to the bidder confirming the Contractor's approved, committed DBE participation along with a listing of the committed DBE firms.

*Manufacturer* - A firm that operates or maintains a factory or establishment that produces on the premises, the materials or supplies obtained by the Contractor.

*Regular Dealer* - A firm that owns, operates, or maintains a store, warehouse, or other establishment in which the materials or supplies required for the performance of the contract are bought, kept in stock, and regularly sold to the public in the usual course of business. A regular dealer engages in, as its principal business and in its own name, the purchase and sale or lease of the products in question. A regular dealer in such bulk items as steel, cement, gravel, stone, and petroleum products need not keep such products in stock, if it owns and operates distribution equipment for the products. Brokers and packagers are not regarded as manufacturers or regular dealers within the meaning of this section.

*North Carolina Unified Certification Program (NCUCP)* - A program that provides comprehensive services and information to applicants for DBE certification, such that an applicant is required to apply only once for a DBE certification that will be honored by all recipients of USDOT funds in the state and not limited to the Department of Transportation only. The Certification Program is in accordance with 49 CFR Part 26.

*United States Department of Transportation (USDOT)* - Federal agency responsible for issuing regulations (49 CFR Part 26) and official guidance for the DBE program.

**Forms and Websites Referenced in this Provision**

*DBE Payment Tracking System* - On-line system in which the Contractor enters the payments made to DBE subcontractors who have performed work on the project. <https://apps.dot.state.nc.us/Vendor/PaymentTracking/>

*DBE-IS Subcontractor Payment Information* - Form for reporting the payments made to all DBE firms working on the project. This form is for paper bid projects only. <https://connect.ncdot.gov/business/Turnpike/Documents/Form%20DBE-IS%20Subcontractor%20Payment%20Information.pdf>

RF-1 *DBE Replacement Request Form* - Form for replacing a committed DBE.

<http://connect.ncdot.gov/projects/construction/Construction%20Forms/DBE%20MBE%20WBE%20Replacement%20Request%20Form.pdf>

SAF *Subcontract Approval Form* - Form required for approval to sublet the contract.

<http://connect.ncdot.gov/projects/construction/Construction%20Forms/Subcontract%20Approval%20Form%20Rev.%202012.zip>

JC-1 *Joint Check Notification Form* - Form and procedures for joint check notification. The form acts as a written joint check agreement among the parties providing full and prompt disclosure of the expected use of joint checks.

<http://connect.ncdot.gov/projects/construction/Construction%20Forms/Joint%20Check%20Notification%20Form.pdf>

*Letter of Intent* - Form signed by the Contractor and the DBE subcontractor, manufacturer or regular dealer that affirms that a portion of said contract is going to be performed by the signed DBE for the amount listed at the time of bid.

<http://connect.ncdot.gov/letting/LetCentral/Letter%20of%20Intent%20to%20Perform%20as%20a%20Subcontractor.pdf>

*Listing of DBE Subcontractors Form* - Form for entering DBE subcontractors on a project that will meet this DBE goal. This form is for paper bids only.

[http://connect.ncdot.gov/municipalities/Bid%20Proposals%20for%20LGA%20Content/08%20DBE%20Subcontractors%20\(Federal\).docx](http://connect.ncdot.gov/municipalities/Bid%20Proposals%20for%20LGA%20Content/08%20DBE%20Subcontractors%20(Federal).docx)

*Subcontractor Quote Comparison Sheet* - Spreadsheet for showing all subcontractor quotes in the work areas where DBEs quoted on the project. This sheet is submitted with good faith effort packages.

<http://connect.ncdot.gov/business/SmallBusiness/Documents/DBE%20Subcontractor%20Quote%20Comparison%20Example.xls>

### **DBE Goal**

The following DBE goal for participation by Disadvantaged Business Enterprises is established for this contract:

Disadvantaged Business Enterprises **0** %

- (A) *If the DBE goal is more than zero*, the Contractor shall exercise all necessary and reasonable steps to ensure that DBEs participate in at least the percent of the contract as set forth above as the DBE goal.
- (B) *If the DBE goal is zero*, the Contractor shall make an effort to recruit and use DBEs during the performance of the contract. Any DBE participation obtained shall be reported to the Department.

### **Directory of Transportation Firms (Directory)**

Real-time information is available about firms doing business with the Department and firms that are certified through NCUCP in the Directory of Transportation Firms. Only firms identified in the Directory as DBE certified shall be used to meet the DBE goal. The Directory can be found at the following link. <https://www.ebs.nc.gov/VendorDirectory/default.html>

The listing of an individual firm in the directory shall not be construed as an endorsement of the firm's capability to perform certain work.

### **Listing of DBE Subcontractors**

At the time of bid, bidders shall submit all DBE participation that they anticipate to use during the life of the contract. Only those identified to meet the DBE goal will be considered committed, even though the listing shall

include both committed DBE subcontractors and additional DBE subcontractors. Additional DBE subcontractor participation submitted at the time of bid will be used toward the Department's overall race-neutral goal. Only those firms with current DBE certification at the time of bid opening will be acceptable for listing in the bidder's submittal of DBE participation. The Contractor shall indicate the following required information:

- (A) *If the DBE goal is more than zero,*
- (1) Bidders, at the time the bid proposal is submitted, shall submit a listing of DBE participation, including the names and addresses on *Listing of DBE Subcontractors* contained elsewhere in the contract documents in order for the bid to be considered responsive. Bidders shall indicate the total dollar value of the DBE participation for the contract.
  - (2) If bidders have no DBE participation, they shall indicate this on the *Listing of DBE Subcontractors* by entering the word "None" or the number "0." This form shall be completed in its entirety. **Blank forms will not be deemed to represent zero participation.** Bids submitted that do not have DBE participation indicated on the appropriate form will not be read publicly during the opening of bids. The Department will not consider these bids for award and the proposal will be rejected.
  - (3) The bidder shall be responsible for ensuring that the DBE is certified at the time of bid by checking the Directory of Transportation Firms. If the firm is not certified at the time of the bid-letting, that DBE's participation will not count towards achieving the DBE goal.
- (B) *If the DBE goal is zero,* entries on the *Listing of DBE Subcontractors* are not required, however any DBE participation that is achieved during the project shall be reported in accordance with requirements contained elsewhere in the special provision.

### **DBE Prime Contractor**

When a certified DBE firm bids on a contract that contains a DBE goal, the DBE firm is responsible for meeting the goal or making good faith efforts to meet the goal, just like any other bidder. In most cases, a DBE bidder on a contract will meet the DBE goal by virtue of the work it performs on the contract with its own forces. However, all the work that is performed by the DBE bidder and any other DBE subcontractors will count toward the DBE goal. The DBE bidder shall list itself along with any DBE subcontractors, if any, in order to receive credit toward the DBE goal.

For example, if the DBE goal is 45% and the DBE bidder will only perform 40% of the contract work, the prime will list itself at 40%, and the additional 5% shall be obtained through additional DBE participation with DBE subcontractors or documented through a good faith effort.

DBE prime contractors shall also follow Sections A or B listed under *Listing of DBE Subcontractor* just as a non-DBE bidder would.

### **Written Documentation – Letter of Intent**

The bidder shall submit written documentation for each DBE that will be used to meet the DBE goal of the contract, indicating the bidder's commitment to use the DBE in the contract. This documentation shall be submitted on the Department's form titled *Letter of Intent*.

The documentation shall be received in the office of the Engineer no later than 2:00 p.m. of the fifth calendar day following opening of bids, unless the fifth day falls on Saturday, Sunday or an official state holiday. In that situation, it is due in the office of the Engineer no later than 10:00 a.m. on the next official state business day.

If the bidder fails to submit the Letter of Intent from each committed DBE to be used toward the DBE goal, or if the form is incomplete (i.e. both signatures are not present), the DBE participation will not count toward meeting the DBE goal. If the lack of this participation drops the commitment below the DBE goal, the Contractor shall submit evidence of good faith efforts, completed in its entirety, to the Engineer no later than 2:00 p.m. on the eighth

calendar day following opening of bids, unless the eighth day falls on Saturday, Sunday or an official state holiday. In that situation, it is due in the office of the Engineer no later than 10:00 a.m. on the next official state business day.

### **Submission of Good Faith Effort**

If the bidder fails to meet or exceed the DBE goal the apparent lowest responsive bidder shall submit to the Department documentation of adequate good faith efforts made to reach the DBE goal.

One complete set and (No. of Copies) copies of this information shall be received in the office of the Engineer no later than 2:00 p.m. of the fifth calendar day following opening of bids, unless the fifth day falls on Saturday, Sunday or an official state holiday. In that situation, it is due in the office of the Engineer no later than 10:00 a.m. on the next official state business day.

Note: Where the information submitted includes repetitious solicitation letters, it will be acceptable to submit a representative letter along with a distribution list of the firms that were solicited. Documentation of DBE quotations shall be a part of the good faith effort submittal. This documentation may include written subcontractor quotations, telephone log notations of verbal quotations, or other types of quotation documentation.

### **Consideration of Good Faith Effort for Projects with DBE Goals More Than Zero**

Adequate good faith efforts mean that the bidder took all necessary and reasonable steps to achieve the goal which, by their scope, intensity, and appropriateness, could reasonably be expected to obtain sufficient DBE participation. Adequate good faith efforts also mean that the bidder actively and aggressively sought DBE participation. Mere *pro forma* efforts are not considered good faith efforts.

The Department will consider the quality, quantity, and intensity of the different kinds of efforts a bidder has made. Listed below are examples of the types of actions a bidder will take in making a good faith effort to meet the goal and are not intended to be exclusive or exhaustive, nor is it intended to be a mandatory checklist.

- (A) Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising, written notices, use of verifiable electronic means through the use of the NCDOT Directory of Transportation Firms) the interest of all certified DBEs who have the capability to perform the work of the contract. The bidder must solicit this interest within at least 10 days prior to bid opening to allow the DBEs to respond to the solicitation. Solicitation shall provide the opportunity to DBEs within the Division and surrounding Divisions where the project is located. The bidder must determine with certainty if the DBEs are interested by taking appropriate steps to follow up initial solicitations.
- (B) Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved.
  - (1) Where appropriate, break out contract work items into economically feasible units to facilitate DBE participation, even when the prime contractor might otherwise prefer to perform these work items with its own forces.
  - (2) Negotiate with subcontractors to assume part of the responsibility to meet the contract DBE goal when the work to be sublet includes potential for DBE participation (2<sup>nd</sup> and 3<sup>rd</sup> tier subcontractors).
- (C) Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
- (D) (1) Negotiating in good faith with interested DBEs. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information

provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBEs to perform the work.

- (2) A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime contractor to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Bidding contractors are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.
- (E) Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The bidder's standing within its industry, membership in specific groups, organizations, or associates and political or social affiliations (for example, union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the bidder's efforts to meet the project goal.
- (F) Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or bidder.
- (G) Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.
- (H) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; Federal, State, and local minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs. Contact within 7 days from the bid opening the Business Opportunity and Work Force Development Unit at DBE@ncdot.gov to give notification of the bidder's inability to get DBE quotes.
- (I) Any other evidence that the bidder submits which shows that the bidder has made reasonable good faith efforts to meet the DBE goal.

In addition, the Department may take into account the following:

- (1) Whether the bidder's documentation reflects a clear and realistic plan for achieving the DBE goal.
- (2) The bidders' past performance in meeting the DBE goals.
- (3) The performance of other bidders in meeting the DBE goal. For example, when the apparent successful bidder fails to meet the DBE goal, but others meet it, you may reasonably raise the question of whether, with additional reasonable efforts the apparent successful bidder could have met the goal. If the apparent successful bidder fails to meet the DBE goal, but meets or exceeds the average DBE participation obtained by other bidders, the Department may view this, in conjunction with other factors, as evidence of the apparent successful bidder having made a good faith effort.

If the Department does not award the contract to the apparent lowest responsive bidder, the Department reserves the right to award the contract to the next lowest responsive bidder that can satisfy to the Department that the DBE goal can be met or that an adequate good faith effort has been made to meet the DBE goal.

### **Non-Good Faith Appeal**

The Engineer will notify the contractor verbally and in writing of non-good faith. A contractor may appeal a determination of non-good faith made by the Goal Compliance Committee. If a contractor wishes to appeal the determination made by the Committee, they shall provide written notification to the Engineer. The appeal shall be made within 2 business days of notification of the determination of non-good faith.

**Counting DBE Participation Toward Meeting DBE Goal**

## (A) Participation

The total dollar value of the participation by a committed DBE will be counted toward the contract goal requirement. The total dollar value of participation by a committed DBE will be based upon the value of work actually performed by the DBE and the actual payments to DBE firms by the Contractor.

## (B) Joint Checks

Prior notification of joint check use shall be required when counting DBE participation for services or purchases that involves the use of a joint check. Notification shall be through submission of Form JC-1 (*Joint Check Notification Form*) and the use of joint checks shall be in accordance with the Department's Joint Check Procedures.

## (C) Subcontracts (Non-Trucking)

A DBE may enter into subcontracts. Work that a DBE subcontracts to another DBE firm may be counted toward the contract goal requirement. Work that a DBE subcontracts to a non-DBE firm does not count toward the contract goal requirement. If a DBE contractor or subcontractor subcontracts a significantly greater portion of the work of the contract than would be expected on the basis of standard industry practices, it shall be presumed that the DBE is not performing a commercially useful function. The DBE may present evidence to rebut this presumption to the Department. The Department's decision on the rebuttal of this presumption is subject to review by the Federal Highway Administration but is not administratively appealable to USDOT.

## (D) Joint Venture

When a DBE performs as a participant in a joint venture, the Contractor may count toward its contract goal requirement a portion of the total value of participation with the DBE in the joint venture, that portion of the total dollar value being a distinct clearly defined portion of work that the DBE performs with its forces.

## (E) Suppliers

A contractor may count toward its DBE requirement 60 percent of its expenditures for materials and supplies required to complete the contract and obtained from a DBE regular dealer and 100 percent of such expenditures from a DBE manufacturer.

## (F) Manufacturers and Regular Dealers

A contractor may count toward its DBE requirement the following expenditures to DBE firms that are not manufacturers or regular dealers:

- (1) The fees or commissions charged by a DBE firm for providing a *bona fide* service, such as professional, technical, consultant, or managerial services, or for providing bonds or insurance specifically required for the performance of a DOT-assisted contract, provided the fees or commissions are determined to be reasonable and not excessive as compared with fees and commissions customarily allowed for similar services.
- (2) With respect to materials or supplies purchased from a DBE, which is neither a manufacturer nor a regular dealer, count the entire amount of fees or commissions charged for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on a job site (but not the cost of the materials and supplies themselves), provided the fees are determined to be reasonable and not excessive as compared with fees customarily allowed for similar services.

**Commercially Useful Function**

## (A) DBE Utilization

The Contractor may count toward its contract goal requirement only expenditures to DBEs that perform a commercially useful function in the work of a contract. A DBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE shall also be responsible with respect to materials and supplies used on the contract, for negotiating price, determining quality and quantity, ordering the material and installing (where applicable) and paying for the material itself. To determine whether a DBE is performing a commercially useful function, the Department will evaluate the amount of work subcontracted, industry practices, whether the amount the firm is to be paid under the contract is commensurate with the work it is actually performing and the DBE credit claimed for its performance of the work, and any other relevant factors.

## (B) DBE Utilization in Trucking

The following factors will be used to determine if a DBE trucking firm is performing a commercially useful function:

- (1) The DBE shall be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular contract, and there shall not be a contrived arrangement for the purpose of meeting DBE goals.
- (2) The DBE shall itself own and operate at least one fully licensed, insured, and operational truck used on the contract.
- (3) The DBE receives credit for the total value of the transportation services it provides on the contract using trucks it owns, insures, and operates using drivers it employs.
- (4) The DBE may subcontract the work to another DBE firm, including an owner-operator who is certified as a DBE. The DBE who subcontracts work to another DBE receives credit for the total value of the transportation services the subcontracted DBE provides on the contract.
- (5) The DBE may also subcontract the work to a non-DBE firm, including from an owner-operator. The DBE who subcontracts the work to a non-DBE is entitled to credit for the total value of transportation services provided by the non-DBE subcontractor not to exceed the value of transportation services provided by DBE-owned trucks on the contract. Additional participation by non-DBE subcontractors receives credit only for the fee or commission it receives as a result of the subcontract arrangement. The value of services performed under subcontract agreements between the DBE and the Contractor will not count towards the DBE contract requirement.
- (6) A DBE may lease truck(s) from an established equipment leasing business open to the general public. The lease must indicate that the DBE has exclusive use of and control over the truck. This requirement does not preclude the leased truck from working for others during the term of the lease with the consent of the DBE, so long as the lease gives the DBE absolute priority for use of the leased truck. This type of lease may count toward the DBE's credit as long as the driver is under the DBE's payroll.
- (7) Subcontracted/leased trucks shall display clearly on the dashboard the name of the DBE that they are subcontracted/leased to and their own company name if it is not identified on the truck itself. Magnetic door signs are not permitted.

**DBE Replacement**

When a Contractor has relied on a commitment to a DBE firm (or an approved substitute DBE firm) to meet all or part of a contract goal requirement, the contractor shall not terminate the DBE for convenience. This includes, but is not limited to, instances in which the Contractor seeks to perform the work of the terminated subcontractor with another DBE subcontractor, a non-DBE subcontractor, or with the Contractor's own forces or those of an affiliate. A DBE may only be terminated after receiving the Engineer's written approval based upon a finding of good cause for the termination. The prime contractor must give the DBE firm five (5) calendar days to respond to the prime contractor's notice of termination and advise the prime contractor and the Department of the reasons, if any, why the firm objects to the proposed termination of its subcontract and why the Department should not approve the action.

All requests for replacement of a committed DBE firm shall be submitted to the Engineer for approval on Form RF-1 (*DBE Replacement Request*). If the Contractor fails to follow this procedure, the Contractor may be disqualified from further bidding for a period of up to 6 months.

The Contractor shall comply with the following for replacement of a committed DBE:

**(A) Performance Related Replacement**

When a committed DBE is terminated for good cause as stated above, an additional DBE that was submitted at the time of bid may be used to fulfill the DBE commitment. A good faith effort will only be required for removing a committed DBE if there were no additional DBEs submitted at the time of bid to cover the same amount of work as the DBE that was terminated.

If a replacement DBE is not found that can perform at least the same amount of work as the terminated DBE, the Contractor shall submit a good faith effort documenting the steps taken. Such documentation shall include, but not be limited to, the following:

- (1) Copies of written notification to DBEs that their interest is solicited in contracting the work defaulted by the previous DBE or in subcontracting other items of work in the contract.
- (2) Efforts to negotiate with DBEs for specific subbids including, at a minimum:
  - (a) The names, addresses, and telephone numbers of DBEs who were contacted.
  - (b) A description of the information provided to DBEs regarding the plans and specifications for portions of the work to be performed.
- (3) A list of reasons why DBE quotes were not accepted.
- (4) Efforts made to assist the DBEs contacted, if needed, in obtaining bonding or insurance required by the Contractor.

**(B) Decertification Replacement**

- (1) When a committed DBE is decertified by the Department after the SAF (*Subcontract Approval Form*) has been received by the Department, the Department will not require the Contractor to solicit replacement DBE participation equal to the remaining work to be performed by the decertified firm. The participation equal to the remaining work performed by the decertified firm will count toward the contract goal requirement.
- (2) When a committed DBE is decertified prior to the Department receiving the SAF (*Subcontract Approval Form*) for the named DBE firm, the Contractor shall take all necessary and reasonable steps to replace the DBE subcontractor with another DBE subcontractor to perform at least the same amount of work to meet the DBE goal requirement. If a DBE firm is not found to do the same amount of work, a good faith effort must be submitted to NCDOT (see A herein for required documentation).



**Changes in the Work**

When the Engineer makes changes that result in the reduction or elimination of work to be performed by a committed DBE, the Contractor will not be required to seek additional participation. When the Engineer makes changes that result in additional work to be performed by a DBE based upon the Contractor's commitment, the DBE shall participate in additional work to the same extent as the DBE participated in the original contract work.

When the Engineer makes changes that result in extra work, which has more than a minimal impact on the contract amount, the Contractor shall seek additional participation by DBEs unless otherwise approved by the Engineer.

When the Engineer makes changes that result in an alteration of plans or details of construction, and a portion or all of the work had been expected to be performed by a committed DBE, the Contractor shall seek participation by DBEs unless otherwise approved by the Engineer.

When the Contractor requests changes in the work that result in the reduction or elimination of work that the Contractor committed to be performed by a DBE, the Contractor shall seek additional participation by DBEs equal to the reduced DBE participation caused by the changes.

**Reports and Documentation**

A SAF (*Subcontract Approval Form*) shall be submitted for all work which is to be performed by a DBE subcontractor. The Department reserves the right to require copies of actual subcontract agreements involving DBE subcontractors.

When using transportation services to meet the contract commitment, the Contractor shall submit a proposed trucking plan in addition to the SAF. The plan shall be submitted prior to beginning construction on the project. The plan shall include the names of all trucking firms proposed for use, their certification type(s), the number of trucks owned by the firm, as well as the individual truck identification numbers, and the line item(s) being performed.

Within 30 calendar days of entering into an agreement with a DBE for materials, supplies or services, not otherwise documented by the SAF as specified above, the Contractor shall furnish the Engineer a copy of the agreement. The documentation shall also indicate the percentage (60% or 100%) of expenditures claimed for DBE credit.

**Reporting Disadvantaged Business Enterprise Participation**

The Contractor shall provide the Engineer with an accounting of payments made to all DBE firms, including material suppliers and contractors at all levels (prime, subcontractor, or second tier subcontractor). This accounting shall be furnished to the Engineer for any given month by the end of the following month. Failure to submit this information accordingly may result in the following action:

- (A) Withholding of money due in the next partial pay estimate; or
- (B) Removal of an approved contractor from the prequalified bidders' list or the removal of other entities from the approved subcontractors list.

While each contractor (prime, subcontractor, 2nd tier subcontractor) is responsible for accurate accounting of payments to DBEs, it shall be the prime contractor's responsibility to report all monthly and final payment information in the correct reporting manner.

Failure on the part of the Contractor to submit the required information in the time frame specified may result in the disqualification of that contractor and any affiliate companies from further bidding until the required information is submitted.

Failure on the part of any subcontractor to submit the required information in the time frame specified may result in the disqualification of that contractor and any affiliate companies from being approved for work on future projects until the required information is submitted.

Contractors reporting transportation services provided by non-DBE lessees shall evaluate the value of services provided during the month of the reporting period only.

At any time, the Engineer can request written verification of subcontractor payments.

The Contractor shall report the accounting of payments through the Department's DBE Payment Tracking System.

### **Failure to Meet Contract Requirements**

Failure to meet contract requirements in accordance with Subarticle 102-15(J) of the *2018 Standard Specifications* may be cause to disqualify the Contractor.

## **PLANTING - GENERAL CONDITIONS**

This proposal is subject to *2018 Standard Specifications for Roads and Structures*. Please note the following amendments:

Article 1670-15 Replacement Planting -

Replacements will be made by the completion of the warranty period. All replacements will be of the same size as the original plant.

Article 1670-17 Measurement and Payment - Delete this article in its entirety and insert the following:

The quantity of planting to be paid for during the initial planting and during the warranty period will be the actual number of plants of each species and size called for in the contract under "Initial Planting", and under "Warranty Work", planted by the Contractor according to the plans, and/or as directed by the Engineer, that have been accepted by the Engineer.

The quantity of topsoil to be paid for during the initial planting will be the actual number of cubic yards of topsoil furnished and placed in the plant beds according to the plans, specifications, and/or as directed by the Engineer, as called for in the contract under "Initial Planting". Topsoil will be measured prior to placing. Where topsoil is furnished in bags, the number of cubic yards in each bag will be determined and then multiplied by the number of bags of the same size which have been acceptably furnished and placed. Where topsoil is furnished in trucks, each truck will be measured by the Engineer and shall bear a legible identification mark indicating its capacity. Each truck shall be loaded to at least its measured capacity at the time it arrives at the site of work.

The quantity of mulch to be paid for during the initial planting and during the warranty period will be the actual number of cubic yards of mulch furnished and placed around plants according to the plans, specifications, and/or as directed by the Engineer, as called for in the contract under "Initial Planting", and under "Warranty Work". Mulch will be measured prior to placing. Where mulch is furnished in bales or bags, the number of cubic yards in each bale or bag will be determined and then multiplied by the number of bales or bags of the same size, which have been acceptably furnished and placed. Where mulch is furnished in trucks, each truck will be measured by the Engineer and shall bear a legible identification mark indicating its capacity. Each truck shall be loaded to at least its measured capacity at the time it arrives at the site of work.

The quantity of water to be paid for during the initial planting and during the warranty period will be the actual number of 1,000 gallon units of water which have been furnished and applied according to the plans, specifications, or as directed by the Engineer as called for in the contract under "Initial Planting" and/or "Warranty Work". Measurement of water will be made by means of an approved metering device at the source of supply, or by determining the volumetric capacity of tank trucks used to deliver water to the project and recording the number of loads delivered by each truck.

The quantity of monthly warranty work to be paid for during the warranty period will be the individual cycles of monthly warranty work done as directed by the Engineer, and accepted by the Engineer, as called for in the contract under "Warranty Work".

The quantities of planting to be paid for under “Initial Planting”, and “Warranty Work”, measured as provided above will be paid for at the contract unit prices each for the various plant species and sizes indicated in the contract under “Initial Planting” and under “Warranty Work”.

The quantity of topsoil to be paid for under “Initial Planting”, measured as provided above will be paid for at the contract unit price per cubic yard for “Topsoil”.

The quantity of mulch to be paid for under “Initial Planting”, measured as provided above will be paid for at the contract unit price per cubic yard for “Mulch for Planting”.

The quantity of mulch to be paid for under “Warranty Work”, measured as provided above will be paid for at the contract unit price per cubic yard for “Mulch After Planting”.

The quantity of water to be paid for under “Initial Planting”, measured as provided above will be paid for at the actual number of 1000 gallon units for “Water for Planting”.

The quantity of water to be paid for under “Warranty Work” measured as provided above will be paid for at the actual number of 1000 gallon units for “Water After Planting”.

The quantity of warranty work to be paid for under “Warranty Work”, measured as provided above will be paid for at the contract unit price per cycle for “Monthly Warranty Work”.

The above prices and payments will be full compensation for all work covered by this section, including but not limited to tilling, excavating, and any other soil preparation and working; removal and disposal of designated trees and other vegetation, furnishing limestone, sod and/or seed, water, pesticides, fertilizer, soil amendment, mulch, and any other materials; pruning and planting; maintaining plants and grassed areas; and replacing dead, damaged, or stolen plants.

Payment will be made under:

Pay Item

Pay Unit

|   |       |                  |
|---|-------|------------------|
| Generic Planting Item (Plant species and sizes indicated in the contract) | ..... | Each             |
| Topsoil   | ..... | Cubic Yard       |
| Mulch for Planting  | ..... | Cubic Yard       |
| Water for Planting  | ..... | 1000 Gallon Unit |
| Generic Planting Item (Mulch After Planting)                              | ..... | Cubic Yard       |
| Generic Planting Item (Water After Planting)                              | ..... | 1000 Gallon Unit |
| Generic Planting Item (Monthly Warranty Work)                             | ..... | Each             |

**IRRIGATION**

General: The Contractor shall provide all materials and labor to install an Irrigation system utilizing spray heads and/or drip emitters, the Department has provided plan sheets that designate the areas that are to receive spray head irrigation and planted areas that are to receive drip emitter irrigation. Water supply (accessible to the interior part of the traffic circle) to be connected (by the contractor) to water main tap supplied by others.

The Contractor shall provide all labor, equipment, and materials for the installation of the irrigation system including but not limited to layout, trenching, backfilling, providing and installing pipe, valves, actuators, filters, pressure regulators, drip tubing, drains, controller, wiring, and back flow preventer.

The Contractor shall be a NC licensed irrigation contractor familiar with all state and local regulations and ordinances concerning irrigation systems and obtain permits that are necessary for the installation of the irrigation system.

The contractor will be responsible to locate existing utilities. Any damage to utilities, existing structures, landscape elements, pavements, or curbing is the sole responsibility of the contractor and shall be replaced ‘in kind’ according to all standard specifications.

The Contractor shall lay out work as accurately as possible in accordance with the irrigation Design plan that is to be designed by the contractor and approved by the engineer.

The Contractor shall furnish a transferable certificate of warranty registration and a guarantee of work and materials for a one-year period from date of final acceptance of the system. Final payment for the system shall not be made unless this certification is presented to the Engineer.

The Contractor shall conduct his operations in such a manner to prevent injury to trees, shrubs, and turf or other types of vegetation that are to remain growing. When any such injuries to existing trees or shrubs occur, broken branches shall be removed and rough edges of scarred areas shaped and made smooth in accordance with generally accepted horticultural practice. All scarred areas and cut surfaces more than one (1) inch in diameter shall then be thoroughly covered with tree paint. Any new plants that are damaged to such an extent as to destroy their value for landscape purposes shall be removed and replaced in kind by the Contractor at no cost to the Department when so directed by the Engineer.

The Contractor shall be responsible for full and complete coverage of irrigated area and shall make any necessary minor adjustments or as directed by the Engineer at no additional costs.

The Contractor shall prepare a full size "as-built" drawings (base plan can be supplied by NCDOT) which shall include locations of all parts of the irrigation system installed by the Contractor. This may include, but is not limited to all system controllers, valves (automatic and manual), pipe, bores, drip tube, wires, wire splices, and any deviation from the contract bid documents. Two (2) copies of the "as-built" drawing shall be supplied to the Department of Transportation.

The Contractor shall be responsible for training personnel in the operation and maintenance of the irrigation system.

The Contractor shall balance and adjust the various components of the irrigation system as the overall operation of the system is most efficient. This includes synchronization of the controllers, adjustments to pressure valves, and individual station adjustments on the controllers.

Upon completion of the irrigation system installation, the Contractor shall schedule a final inspection with the Engineer. Final acceptance of the irrigation system shall take place upon approval of the Engineer that satisfactory installation is complete.

#### System Piping

The installation of the system piping shall be in accordance with the manufacturer's instructions and shall proceed from the point of connection of supply for the system.

All irrigation pipes shall be installed in accordance with manufacturer's recommendations. Pipe and fittings shall be thoroughly cleaned of dirt, dust, and moisture before application of required solvent or lubricant. All connections between plastic pipe and metal valves or steel pipe shall be made using plastic male adapters. All threads shall be sealed with teflon thread sealing tape.

All automatic remote control valves with PVC ball valves; installed on the inlet side, shall be installed in 12 inch meter boxes to provide for accessibility for maintenance operations. Meter boxes shall be submitted and approved by the engineer. Valve boxes shall be mounted with lids at the finish grade level. The Contractor shall install all valves in locations that will not conflict with plant locations in the plant beds.

If necessary, any PVC water pipe shall be installed in accordance with the applicable irrigation provisions herein, as shown on the irrigation plans, and/or as directed by the Engineer.

During the progress of the work and until the completion and final acceptance, the pipelines and their appurtenances shall be kept clean throughout. Any obstructions or deposits shall be removed. When work is not in progress, open ends of pipe, fittings, and valves shall be securely closed so that water, earth, or other foreign substances cannot enter.

If, at any time before completion of the contract, any broken pipe or any defects are found in the lines or in any of

their fittings or appurtenances, they shall be replaced. All pipe, fittings, and appurtenances shall be carefully examined for defects before placing, and any found defective shall not be used.

The Contractor is herein forewarned as to the possibility of having to vary the depth of pipeline installation to achieve minimum cover specified (whether existing pipelines, conduits, cables, mains, etc. are shown on the plans or not). Pipe and accessories shall be carefully lowered into the trench with suitable equipment. Under no circumstances shall any of the water main materials be dropped or dumped into the trench. All irrigation system main lines shall be installed at a minimum of 18 inches and a maximum of 24 inches below the soil grade. All irrigation system zone lines shall be installed at a minimum of 12 inches and a maximum of 18 inches below the soil grade.

All backfill material shall be free of rock, stones, lumps, or debris. Backfilled trenches shall be compacted to a degree comparable to the adjacent undisturbed material. Trenches shall be tamped mechanically. All disturbed areas shall be dressed off to finish grade. The Contractor shall be responsible for settling of the irrigation trenches for a period of one (1) year from date of final acceptance and refill trenches as needed.

PVC pipe shall be the sized according to industry standards and approved by the Engineer.

All solvent weld fittings shall have a minimum Schedule 40 PVC rating.

All main line pipe and system zone line pipe shall be PR 200 PVC pipe.

#### Wiring

Automatic control wiring shall be installed in a common trench with the system piping where feasible. All wiring shall be installed at least 12 inches below finished grade and to the side and below the irrigation piping. The Contractor shall provide looped slack at the valve locations and snake wires in the trench to allow for linear contraction of the wires. Wiring shall be bundled and tied or taped at 10 ft. intervals. The following shall also apply:

All 26.5 VAC control wiring shall be #14 AG, single strand, copper wire with polyethylene UF installation rated for 300 VAC minimum unless otherwise noted. Common wires from controllers shall be white in color while hot wires shall be red in color.

Control wire splices shall be allowed only in runs of 500 feet or more. Splices shall be kept to a minimum and shall be made with approved materials. Concentrations of splices, where necessary, shall be installed in approved weather proof valve boxes.

All 26.5 VAC control wire shall be installed within conduit whenever the wire is passing through sleeves.

#### Drip Irrigation Emitters

All drip irrigation emitters shall be of the size, type, and model numbers as indicated by the irrigation drawings and notes. Spacing of the emitters on this project shall not exceed the manufacturer's maximum recommended spacing. The location of all emitters shall be as shown on the irrigation plans.

#### ½" & ¼" Tubing

All drip irrigation ½" and ¼" tubing shall be the size and type as indicated on the irrigation plans and shall be located as shown in the details. The ½" tubing shall be Rainbird/Hunter/Toro Xeri-Tube or approved equal and the ¼" tubing shall be Rainbird/Hunter/Toro ¼" Vinyl Distribution Tubing or an approved equal. All drip irrigation tubing shall meet the manufacturers recommended specifications.

#### Ball and Remote Control Valves, Filters, and Pressure Regulators:

The ball and remote control valves, filters, and pressure regulators shall be a part of the Control Zone Kit ¾". The kit contains a ball valve, a remote control valve, a in-line filter, a PSI-M30X pressure regulator, and two ¾" schedule 80 nipples. The Control Zone Kit ¾" shall be installed to manufacturers specifications. The location of all valves, filters, and pressure regulators shall be as shown on the irrigation plans.

Dual Program Hybrid Controller

The irrigation system controller shall be a Dual Program Controller with a built in surge protector capable of fully automatic or manual operation of the system. It shall be housed in a weatherproof, key-lock cabinet for outdoor installation.

Backflow Preventer

The backflow preventer shall be installed on the irrigation system main line pipe within 10 (TEN) feet of the well head. It shall 1 inch meeting all NCDOT standards and submitted for Engineer approval.

Testing

Upon completion of the irrigation system, the entire system shall be tested for proper operation. All air will be flushed from the system and the Contractor will check all components for proper operation.

The Contractor shall perform pressure and leakage testing of irrigation lines. The Contractor shall notify the Engineer two (2) days in advance of testing. Testing shall be performed in the presence of the Engineer or his representative. All main line piping shall be flushed of air and placed under the available static pressure or the design pressure, whichever is greater, for a period of six (6) hours. The system piping shall be isolated from the source of supply pressure for the duration of the test. The pressure in the system piping shall be noted every hour and if an excessive pressure drop is noted, the reason(s) shall be determined and repairs effected.

Zone lateral lines shall be inspected while a particular irrigation zone is operating. Each emitter shall be inspected for leaks as will the route of the installed lateral piping.

Basis of Payment:

Basis of payment for this contract will be the lump sum price for the installation of the irrigation system. The above prices and payments will be full compensation for all work covered by this section.

Payment will be made under:

**Irrigation .....Lump Sum**

**REMOVE AND REPLACE 7.5" X 8.0" CONCRETE MEDIAN CURB:**

**Description**

The Contractor shall remove and replace existing 7.5" X 8.0" concrete median curb as directed by the Engineer. All work for this item shall be in accordance with Section 846 amended as follows:

Disposal of existing 7.5" X 8.0" concrete median curb shall be incidental to the item *Remove and Replace 7.5" x 8.0" Concrete Median Curb*.

**Measurement and Payment**

*Remove and Replace 7.5" x 8.0" Concrete Median Curb* will be measured and paid for in units of linear feet for the actual number of liner feet that have been completed and accepted. Such price and payment includes, but is not limited to, providing all materials, removal and disposal of existing curb & gutter, excavating and backfilling,

forming, placing all concrete, finishing, constructing and sealing joints, and all incidentals necessary to complete the work.

Payment will be made under:

**Pay Item**

Remove & Replace 7.5" x 8.0" Concrete Median Curb

**Pay Unit**

Linear Feet

**LANDSCAPE FABRIC**

**General:**

This work shall consist of furnishing and placing landscape fabric in specified planting beds to reduce competition from weeds in shrub and perennial plantings.

**Materials:**

The landscape fabric shall be non-woven, UV-protected polypropylene landscape fabric manufactured by Scotts, ProMat, Landmaster, or a brand comparable in quality and performance.

**Installation:**

The fabric shall be placed to cover the entire planting bed where new individual perennials and shrubs are to be planted. The fabric shall be anchored by 4" long, U-shape, 11-gauge steel wire landscape/sod staples. Smooth the fabric over the soil to prevent bunching or lumps. Push a landscape staple through the fabric and into the ground every two feet and as needed in-between. Secure all edges of the landscape fabric, including the joints where two sheets of the fabric meet. Cut an X slit into the fabric in the desired location for new plants. Dig a hole under the slit and position the plant to desired position. Cover the landscape fabric with 4 inches of mulch. Place the mulch around the plants without piling it against the stems. Placement of the fabric will be in accordance with the plans, the special provision, and as specified by the Division Roadside Environmental Engineer.

**Compensation:**

"Landscape fabric" will be paid for at the contract unit price per square foot measured along the surface of the completed and accepted work. Such payment includes, but is not limited to furnishing, transporting, storing, handling, placing, repairing, and removing the material as specified and for furnishing all labor, tools, equipment, and incidentals necessary to complete the work.

*Payment will be made under:*

*Pay Unit*

**Landscape Fabric . . . . . SF**

### SEASONAL LIMITATIONS

Weather and seasonal limitations shall be in accordance with Article 1670-3 of the Standard Specifications, January 2018 version.

### REPLACEMENT PLANTINGS

Any plants that are not in a living and healthy condition as identified by the Engineer shall be replaced by the Contractor within 30 days of notification by the Engineer with the exception of annual flowers that shall be replaced within 15 days of notification by the Engineer. Replacement plantings shall be considered incidental to warranty work.

### TOPSOIL

General: The work covered by this provision shall consist of furnishing and placing topsoil (as indicated on the plans) within the project boundaries for filling or raising areas within seeding and mulching areas and adjacent to pavement/curb locations to provide proper surface drainage; backfilling around buildings, sidewalks, picnicking facilities, etc., to bring to proposed finish grades as indicated on the plans and as directed by the Engineer.

a. Material

Topsoil shall consist of a sandy loam, silt loam or clay loam which contains a reasonable amount of humus material. Topsoil shall be of good texture, loose and friable and shall be representative of topsoil in the general vicinity. It shall be reasonably free from sod, hard lumps, subsoil, large roots, rocks and gravel, noxious weed seeds and/or toxic substitutes or other material which would be harmful to plant growth. All topsoil shall be approved by the Engineer when delivered to the job site, whether or not the source of topsoil has been previously approved.

b. Construction

The Contractor shall cut and satisfactorily dispose of weeds or other unacceptable vegetative growth to receive topsoil. The existing soil shall then be loosened by scarifying, harrowing, or disc to a depth of five inches; however, care shall be exercised by the Contractor to minimize disturbance of roots of trees and to prevent disturbance of existing water, sewer and electrical utilities which are to remain. Topsoil shall then be placed and spread evenly to the required depth which, after settlement, shall constitute finish grade. Topsoil shall not be placed when the ground is frozen, is excessively wet, nor is in a condition that the soil cannot be worked easily and dressed smoothly.

c. Method of Measurement and Basis of Payment

The quantity of topsoil to be paid for will be the actual number of cubic yards (CY) of topsoil which has been placed as specified herein and accepted.

The quantity of topsoil, measured as provided for above, will be paid for at the contract unit price per cubic yard "Topsoil". Such price and payment will be full compensation or furnishing, placing, all labor, equipment and all incidentals necessary to complete the work satisfactorily.

Payment will be made under:

**Topsoil . . . . . CY**



## MULCH

Mulch shall be applied to bed areas as shown on plans. Mulch for planting shall be shredded hardwood bark, placed evenly over all bed surfaces at a depth of three (3) inches. A 5-gallon representative sample of mulch to be used on the project shall be supplied to the Engineer for approval prior to placement. Mulch shall consist of twice ground, shredded hardwood bark with no aggregate size greater than 5" in width or length, and no more than 20% by volume can pass through a ¾" sieve, clean and void of sticks, leaves or any extraneous materials. Mulch color shall be determined at the time of application. Artificial colorants will not be allowed. Mulch shall not contain substances injurious to plants or which will inhibit normal development and growth of plants. Mulch for project shall come from a single source, as approved by the Engineer, unless an additional source is submitted and approved prior to use.

## PESTICIDES

All applications of pesticides shall be made by an individual who possess or who is in the presence of an individual who possesses a valid North Carolina Department of Agriculture Commercial Ground Pesticide Applicator's License, with a Right of Way (H) endorsement. Pesticide applications will be incidental to monthly warranty work. No additional compensation will be made for pesticide applications.

## WATERING

Once the Contractor receives plant material from the nursery, and before plants have been planted, Contractor shall protect all plant rootballs from drying out, maintaining them in a perpetually hydrated state. Contractor shall protect plant rootballs from freezing.

At the time of planting, Contractor shall water-in all shrubs and perennials as per contract drawings. At the end of each day during initial planting, Contractor shall water all plants that have been planted. Contractor shall build plant rings as shown on plans that are large enough to hold sufficient water. Plant Rings shall be constructed out of soil.

Following acceptance of initial planting, unless otherwise directed by the Engineer, Contractor shall begin scheduled watering cycles of new plantings on a weekly basis unless otherwise directed by the Engineer.

During each watering cycle, a minimum of 400 gallons of water shall be applied to new plantings. Watering shall be conducted between the time of 30 minutes after sunrise and 11:00 AM on Monday, Tuesday, Wednesday or Thursday.

Should the Contractor and the Engineer determine that the prescribed watering schedule is too much or too little for the success of the plants, the Contractor and the Engineer shall discuss the watering needs and an alternate schedule may be devised. As much as possible, vehicles involved in the watering process shall remain completely off the roadway.

Watering on demand may be required.

## **WEED CONTROL**

During “Initial Planting”, prior to tillage, Contractor shall successfully treat bed areas with herbicide as needed until all visible, actively growing, non-desirable plant material has been eliminated from the bed areas.

During “Warranty Work”, pre-emergent herbicides shall be used to effectively control warm season and winter annuals. Post-emergent herbicides shall be used to control non-desirable plant material. Weed eating is not an acceptable sole means of controlling weeds but may be used in combination with herbicide treatments when appropriate. In such instances, Contractor shall weed eat plants to a height that reduces their visibility but leaves sufficient foliage/stems for the herbicide treatment to be successful. Herbicide treatments shall be performed within 36 hours of weed eating. No additional payment shall be made for herbicide treatment as such shall be considered incidental to the work.

Should non-selective herbicides be needed, care shall be taken to avoid contact with desirable plant material. The Contractor shall replace any desirable plant material that is damaged, to any degree, by miss-application or drift of herbicide. DOT will not participate in the cost of such replacement planting.

No pesticide may be used until the Contractor has submitted a copy of the label to the Engineer for product approval. Contractor shall indicate the rate to be used, the delivery method and the target. Contractor shall submit product labels for approval no later than 72 hours prior to intended application. Weed Control will be considered incidental to monthly warranty work. No additional compensation will be made for Weed Control.

## **MOWING**

Proposed planting areas for the project may require mowing as a preliminary process for soil preparation / fumigation and / or planting. The mowing height for such areas on the project shall be in the range of two (2) to six (6) inches based on the end use of the areas, according to the direction of the Engineer. The Contractor may cut the vegetation by use of mowers, weed eaters, and similar equipment. All equipment shall be subject to approval by the Engineer. No direct compensation will be made for mowing as it will be considered incidental to the other work on the project. This requirement for mowing is in addition to other mowing requirements such as described under the Establishment Period.

## **FERTILIZER**

Osmocote, 18-6-12, or comparable product, shall be applied during “Initial Planting” at the rates as follows, for #1 cont. 1 Tbsp./plant, and #3 cont. 1/4 cup/plant. During Monthly Warranty Work, during the month of March each year of the contract, Contractor shall apply a topdressing of a balanced fertilizer per product recommendations to all tree seedling beds and the new planting bed.

No fertilizer may be used until the Contractor has submitted a copy of the label to the Engineer for product approval. Contractor shall indicate the rate to be used. Contractor shall submit product labels for approval no later than 72 hours prior to intended application. Fertilizer will be considered incidental to initial planting items and monthly warranty work. There will be no additional compensation for fertilizer.

## PRUNING

Pruning of shrubs and perennials will be done at the direction of the Engineer and shall be accomplished according to the Engineer's instruction. Pruning includes the removal of all deadwood from woody shrubs at any time during the contract and the cutting back of all perennials between March 1 and March 31 of each year of the contract. The Contractor will be responsible for cleanup and disposing of all debris after pruning. Pruning will be considered incidental to monthly warranty work. No additional compensation will be made for Pruning.

## PLANT BED PREPARATION

The work covered by this provision consists of the preparation of new plant bed areas as specified on the plans. This includes the removal and disposal of all vegetative material to include trees, shrubs, stumps (above and below ground), perennials, roots, turf, and any other plant material that exists within the beds as indicated on the plans and as directed by the engineer on-site. These plants may be partially dead, diseased, invasive, or have outgrown their desired size. Salvage as much excess soil from the roots as possible to backfill any holes created by the plant removal. Large rocks and all debris shall be removed from the new plant bed areas as well. Lay out and cut in the new bed edge with a flat shovel or mechanical edger to create a minimum 6" deep trench along the proposed bed line as shown in the plans and in the planting details sheet. After removing all necessary debris and creating the new bed edge, rake and grade the soil, breaking up the larger clumps of dirt, so that the soil is uniform throughout the bed. All methods and operations used for plant bed preparation will meet prior approval of the Engineer. Conduct the plant material removal in such a manner that it prevents the damage of adjacent structures, paved areas, vegetation, turf, or the existing plant bed grades. If damage should occur, repair the damaged area to its original condition and to the satisfaction of the Engineer. Perform all work so minimum soil erosion occurs and compliance with the requirements of Section 107-13 are met. All plant material that is removed, unless otherwise specified, will become the property of the contractor and will be properly disposed of off-site. Disposal of the material onto highway right-of-ways is prohibited. All herbicide use shall conform to all applicable instructions, warnings, and safety precautions stated on the manufacturer's label, and comply with all laws and regulations of the EPA and FIFRA act. Specific herbicide and rate shall be approved by the Engineer prior to treatment.

### Compensation:

'Plant Bed Preparation' will be incidental to the plant material installation. Such price and payment will be full compensation for all work covered by this provision, including but not limited to furnishing all labor, tools and equipment and any other incidentals necessary or required to complete the work.

## EXISTING PLANT BED CLEAN-UP/ SELECTIVE TREE REMOVAL

All existing plant beds as identified on the plans or as directed by the engineer shall be cleaned up. All undesirable plants, grasses, weeds, vines, and other woody growth shall be removed from the bed area. Use extreme care when removing existing plants in the vicinity of the trees to be preserved. Avoid ripping up roots of trees to remain by excavating and saw cutting any roots 2" and greater, or trench a radius as close as possible around the stump of tree to be removed prior to removal. There may be underground utilities that could conflict with stump grinding or excavation, location and avoidance will be the responsibility of the contractor. There will be trees planted in this location and it will be mulched following clean-up and grading. The stumps will need to be completely removed to a sufficient depth and width to allow planting of the new trees. All debris created from the tree/stump/root removal process will need to be disposed of off-site by the contractor at his expense. Excavation or trenching should be a minimum of 24" deep or deep enough to remove all existing roots of those plants being removed. All methods and operations used for removal of vegetation will be approved by the Engineer prior to conducting work. **In the event that the Contractor feels that Construction Entrances are needed for this project, there will be no compensation for these entrances as they will be considered incidental to the planting and maintenance.**

Backfill **if needed as a soil amendment**, shall be a clean topsoil material that must be clean of any roots, rocks, or other debris, and must be approved by the Engineer prior to placing in plant beds. All topsoil placement shall be incorporated by tillage into the existing soil upon placement.

All materials removed, unless indicated to be relocated become the property of the contractor and will be properly disposed of off-site. .

**WARRANTY WORK/ MONTHLY MAINTENACNE**

The "Warranty Work" shall begin after acceptance of the "Initial Planting". All items described under 1670-14 Establishment will be effective (i.e. mulching, watering, weed control, plant insect control, pruning, litter pick-up, plant removal (dead plants), mowing, edging, etc.). During the warranty period, the Contractor and the Roadside Environmental Engineer will discuss the warranty work that is needed each month on the project. The Engineer will provide the Contractor with a monthly checklist of work required, emphasizing particular issues that will need to be resolved before any invoice can be paid. Aside from the checklist, the Contractor is responsible for making an assessment of needs according to the items described under 1670-14 Establishment, and performing such work without specific direction from the Engineer.

The contractor shall have 2 cycles of maintenance during the months of June, July, August, and September

The contractor shall notify the Roadside Environmental Engineer 1 week in advanced of when the maintenance shall be done. Contractor shall notify NCDOT after maintenance has been performed prior to monthly invoice payment.

A high degree of importance is placed on maintaining the new plant beds in a weed and litter free condition, If contractor sprays beds with herbicide all visible dead vegetation must be removed from bed during next maintenance visit. Contractor shall notify NCDOT after maintenance has been done

Contractor shall be prepared to take immediate action to remove and control any visible unwanted vegetation, and to Perform all aspects of Warranty Work at every Monthly Maintenance Cycle.

**FLAG POLE**

General: The work covered by this section consists of furnishing and installing 20' tapered aluminum flagpole, with single flag set, at location as shown on the drawings.

All work on the flagpole installation should be coordinated with the flagpole base construction. Review, for approval, the coordinated construction processes with the NCDOT Engineer prior to installation.

Materials: The flagpoles shall be 20' exposed height standard cone tapered aluminum flagpoles as manufactured by American Flagpole or equal. Provide a ball bearing revolving truck assembly with an 8" gold anodized ball finial. Provide an aluminum flash collar, single flag set, and all components recommended by the manufacturer for a ground-set installation.

Installation: Follow the manufacturer's recommendations concerning ground set mounting for a 80 M.P.H. design a wind load.

Compensation: The Tapered Aluminum Flagpoles will be paid for at the contract unit price for each. Such payment will be full compensation for all work covered by this section including, but not limited to, furnishing and installing the flagpole, flash collar, halyard, cleats, flag snaps, and all parts recommended by the manufacturer for a ground-set installation; and all labor, materials and equipment necessary to complete the work.

Payment will be made under:

**Flagpoles . . . . . Each**

### CONCRETE FLAGPOLE BASE

General: The flagpole base indicated on the plans shall be cast in place concrete. The cast in place concrete shall be as specified relative to Section 825 (NCDOT Standard Specifications) and as shown on the plans.

The base shall be cast as one monolithic piece. All work on the flagpole base should be coordinated with the flagpole installation. Review, for approval, the coordinated construction processes with the NCDOT Engineer prior to installation.

#### Method of Measurement and Basis of Payment

The quantities of flagpole base(s) to be paid for will be the actual number of cubic yards measured which have been completed and accepted. This quantity of concrete includes all noted incidental labor and materials associated with the placement, casting and curing of the concrete flagpole bases. The quantity of concrete for the flagpole bases measured as indicated above, will be paid for at the contract unit price per cubic yard for "Concrete Flagpole Base". Payment will be made under:

**Concrete Flagpole Base . . . . . CY**

### STONE WALLS

General: The work covered by this section shall consist of furnishing and constructing the Stone Walls, as shown on the plans and details and as described herein.

The Engineer according to site conditions may adjust the height and length. Verify exact dimensions before proceeding.

Materials: Concrete shall be Class "B" and meet the requirements of Section 1000 of the Standard Specifications. Reinforcing steel shall meet the requirements of Section 1070. Concrete block shall be specifically manufactured for reinforced masonry wall construction. The Stone Veneer shall be a Tennessee Ashlar Blue/Gray fieldstone. The precast concrete capping shall be a 2" with rounded outside edges/corners. The precast concrete cap shall be dimensioned as indicated on the plans/details. Stone height shall vary from 3" to 9" and length shall vary from approximately 4" to 18". Mason shall place stone randomly with dry stacked joints. Stone Veneer samples shall be submitted to the Engineer for approval prior to any placement. Use Type S mortar. Ties shall be 3/16" diameter wire (or submitted and approved equal). Backfill shall be Class I Select as described in Section 1016.

Installation: Excavate and pour reinforced concrete footing, build reinforced block wall, and lay stone veneer and coping as shown on the drawings. Place reinforcing steel as described in Section 425. Use one metal tie per every two square foot of surface area to bind the stone veneer to the block wall. Allow the masonry to cure a minimum of 7 days prior to placing backfill.

An experienced stone mason with a minimum of 7 years of practice shall be required to construct the stone walls. Mason must submit references and samples of built work prior to beginning work. A sample wall with approximately 20 square feet of veneer surface area and a minimum of 5 linear feet of capping shall be required prior to progressing with remaining walls. The sample wall shall be a separate wall or incorporated into proposed walls as shown on plans. The sample wall shall be approved prior to proceeding with the installation.

#### Method of Measurement

The quantity of Stone Wall, will be the actual number of whole wall sections/units constructed and accepted.

Basis of Payment

Payment as described above will be full compensation for all work covered by this section including but not limited to footing excavation, furnishing and installing reinforcing steel, concrete, block, stone veneer, foundation drain, backfill, and other incidental material; and all labor and equipment necessary to complete the work. The quantity of stone wall will measured as indicated above, will be paid for at the contract unit price per each (EA) section/unit of "Stone Wall".

Payment will be made under:

**Stone Wall . . . . . EA**

**FLAGPOLE LIGHT & RGB WALL LIGHT**

**General**

The work covered by this section consists of furnishing and installing LED spotlight, and site electrical service by connecting to existing service within the traffic circle, for each flagpole at locations as shown on the drawings and as directed by the Engineer. The LED RGB lights shall be located, as indicated on the plans, and adjustable to covers the designated stone wall areas.

RGB LED means red, green and blue light.

**Materials**

120 Volt power supply in conduit. Direct Burial fixture with tempered glass lens, watertight seal and die-cast aluminum housing. Can be rotated, tilted and adjusted up and down for aiming flexibility. Accommodate LED with louvered built-in thermal protector safeguard against overheating. Concrete base and further details as noted in the plans. Photocell control shall be included. Contractor to submit Manufacturer and modals for approval.

REFER TO THE PLANS FOR ADDITIONAL LIGHT SPECIFICATIONS AND DETAILS.

**Installation**

Follow the manufacturer's recommendations for in-ground installation.  
Work to be completed by a licensed electrician.

**Compensation**

The work of furnishing and installing the Flagpole Spot Light, when completed and accepted, will be paid for at the contract unit price lump sum for 'Flagpole Spot Light'. The work of furnishing and installing the LED RGB Wall Accent Light, when completed and accepted, will be paid for at the contract unit price lump sum for 'Wall Accent Light'.

Such payment will be full compensation for all work covered by this section including, but not limited to, furnishing and installing the Flagpole Spot Light or Wall Accent Light, and all parts recommended by the manufacturer for a proper ground-set installation; and all labor, materials and equipment necessary to complete the work.

*Payment will be made under:*

**Flagpole Spot Light ..... LS**  
**Wall Accent Light ..... LS**

**ESTABLISHMENT PERIOD**

There shall be an establishment period for this contract that includes litter and debris pick-up and removal and line or blade trimming and mowing in the vicinity of the work. The establishment period also includes pesticide and herbicide applications, weeding, replacing plants that are in an unacceptable condition and all other work as described in the Establishment Period.

The work shall include but is not limited to: line or blade trimming, mowing, repair of plant beds, removing and replacing plants, repairing guying or staking, pruning of trees, mulching, watering, weed removal, applications of post-emergence herbicides and pre-emergence herbicides, pesticides, fungicides and fertilizer as scheduled, as needed and as directed by the Engineer. Litter and debris pick-up and removal are also required.

Weed: Any plant growing where it is not desired. Plants such as, *but not limited to:* clover, dandelions, purslane, chickweed, pennywort, dog fennel, crabgrass, and volunteer trees are also considered weeds.

Weed Control: Landscape Maintenance Weed Control

- 1) Weeds are to be mowed, trimmed or edged from turf areas as part of turf care operations every time area is mowed.
- 2) Weeds are to be mechanically or chemically removed from plant beds, curb gutter expansion joints, pavers, and along fence lines.
- 3) Contractor may use contact herbicides for killing spots of weeds in plant beds.

The Contractor shall be available within twenty-four (24) hours of contact by the Engineer, to handle any situations requiring immediate attention.

The work of establishment shall be paid for each month as each Monthly Plant Bed Maintenance' when satisfactorily completed. Post-emergence herbicidal treatment and weed removal will be included in the monthly plant bed maintenance.

*Payment will be made under:*

Monthly Maintenance ..... EA

**FINAL ACCEPTANCE**

Final acceptance will not be made before the completion of the "Warranty Work". Final acceptance will be made only after the satisfactory completion of all work covered by this contract. All plant material shall be well-rooted, in a living and healthy condition at the time of final acceptance. All work shall be completed in a neat, workmanlike manner. Work not completed in such manner will not be accepted.

## BASIS OF PAYMENT

### Initial Planting:

Quantities of planting will be paid for at 100% of the contract unit prices each for the various plant species and sizes indicated under the section entitled "Initial Planting" in the contract after the initial planting inspection and acceptance. Quantities of "Topsoil", "Mulch for Planting", and "Water for Planting", measured as provided above, will be paid for at 100% of the contract unit price per unit under "Initial Planting", after the initial planting inspection and acceptance.

### Warranty Work:

The monthly warranty work shall be planned for the first week of every month. A copy of a check list will be provided to the contractor of the work required that month (i.e. mulching, watering, weed control, plant insect control, pruning, litter pick-up, guying-staking (adjustment, replacement or removal), plant removal and/or replacement, mowing, edging, etc.).

### Monthly Payments:

The Contractor shall invoice the Division Roadside Environmental Engineer for the monthly warranty work, replacement plantings (if any), mulching (if any), and watering (if any), on a monthly basis during the warranty period.

Pay Records from completed work will be generated by the Division Roadside Environmental Engineer and submitted to the Contractor for verification and concurrence on a monthly basis. Failure of the Contractor to perform at any point in the contract may be justification for (but not limited to) forfeiture of remaining payments, liquidated damages and/or disqualification from future NCDOT bidding.

Failure of the Contractor to perform at any point in the contract may be justification for (but not limited to) forfeiture of remaining payments, liquidated damages and/or disqualification from future NCDOT bidding.

## STABILIZATION REQUIREMENTS:

(3-11-16)

S-2A

Stabilization for this project shall comply with the time frame guidelines as specified by the NCG-010000 general construction permit effective August 3, 2011 issued by the North Carolina Department of Environment and Natural Resources Division of Water Quality. Temporary or permanent ground cover stabilization shall occur within 7 calendar days from the last land-disturbing activity, with the following exceptions in which temporary or permanent ground cover shall be provided in 14 calendar days from the last land-disturbing activity:

- Slopes between 2:1 and 3:1, with a slope length of 10 ft. or less
- Slopes 3:1 or flatter, with a slope of length of 50 ft. or less
- Slopes 4:1 or flatter

The stabilization timeframe for High Quality Water (HQW) Zones shall be 7 calendar days with no exceptions for slope grades or lengths. High Quality Water Zones (HQW) Zones are defined by North Carolina Administrative Code 15A NCAC 04A.0105 (25). Temporary and permanent ground cover stabilization shall be achieved in accordance with the provisions in this contract and as directed.



**SEEDING AND MULCHING:****(East Crimp)**

The kinds of seed and fertilizer, and the rates of application of seed, fertilizer, and limestone, shall be as stated below. During periods of overlapping dates, the kind of seed to be used shall be determined. All rates are in pounds per acre.

## All Roadway Areas

| <b>March 1 - August 31</b> |                       | <b><u>September 1 - February 28</u></b> |   |
|----------------------------|-----------------------|---|---|
| 50#                        | Tall Fescue           | 50#                                     | Tall Fescue   |
| 10#                        | Centipede             | 10#                                     | Centipede   |
| 25#                        | Bermudagrass (hulled) | 35#                                     | Bermudagrass (unhulled)   |
| 500#                       | Fertilizer            | 500#                                    | Fertilizer  |
| 4000#                      | Limestone             | 4000#                                   | Limestone   |
| 10#                        | Millet                | 25#                                     | Choose ONE of the Following<br>Rye Grain,<br>Wheat FFR 555, or<br>Roane Wheat |

## Waste and Borrow Locations

| <b>March 1 – August 31</b> |                       | <b><u>September 1 - February 28</u></b> |                         |
|----------------------------|-----------------------|---|-------------------------|
| 75#                        | Tall Fescue           | 75#                                     | Tall Fescue             |
| 25#                        | Bermudagrass (hulled) | 35#                                     | Bermudagrass (unhulled) |
| 500#                       | Fertilizer            | 500#                                    | Fertilizer              |
| 4000#                      | Limestone             | 4000#                                   | Limestone               |

Note: 50# of Bahiagrass may be substituted for either Centipede or Bermudagrass only upon Engineer's request.

## Approved Tall Fescue Cultivars

|                            |                 |                 |                    |
|----------------------------|-----------------|-----------------|--------------------|
| 06 Dust                    | Escalade        | Justice         | Scorpion           |
| 2 <sup>nd</sup> Millennium | Essential       | Kalahari        | Serengeti          |
| 3 <sup>rd</sup> Millennium | Evergreen 2     |                 | Shelby             |
| Apache III                 | Falcon IV       | Kitty Hawk 2000 | Sheridan           |
| Avenger                    | Falcon NG       | Legitimate      | Signia             |
| Barlexas                   | Falcon V        | Lexington       | Silver Hawk        |
| Barlexas II                | Faith           | LSD             | Sliverstar         |
| Bar Fa                     | Fat Cat         | Magellan        | Shenandoah Elite   |
| Barrera                    | Festnova        | Matador         | Sidewinder         |
| Barrington                 | Fidelity        | Millennium SRP  | Skyline            |
| Barrobusto                 | Finelawn Elite  | Monet           | Solara             |
| Barvado                    | Finelawn Xpress | Mustang 4       | Southern Choice II |
| Biltmore                   | Finesse II      | Ninja 2         | Speedway           |
| Bingo                      | Firebird        | Ol' Glory       | Spyder LS          |
| Bizem                      | Firecracker LS  | Olympic Gold    | Sunset Gold        |
| Blackwatch                 | Firenza         | Padre           | Taccoa             |
| Blade Runner II            | Five Point      | Patagonia       | Tanzania           |

|              |                |                |              |
|--------------|----------------|----------------|--------------|
| Bonsai       | Focus          | Pedigree       | Trio         |
| Braveheart   | Forte          | Picasso        | Tahoe II     |
| Bravo        | Garrison       | Piedmont       | Talladega    |
| Bullseye     | Gazelle II     | Plantation     | Tarheel      |
| Cannavaro    | Gold Medallion | Proseeds 5301  | Terrano      |
| Catalyst     | Grande 3       | Prospect       | Titan Ltd    |
| Cayenne      | Greenbrooks    | Pure Gold      | Titanium LS  |
| Cessane Rz   | Greenkeeper    | Quest          | Tracer       |
| Chipper      | Gremlin        | Raptor II      | Traverse SRP |
| Cochise IV   | Greystone      | Rebel Exeda    | Tulsa Time   |
| Constitution | Guardian 21    | Rebel Sentry   | Turbo        |
| Corgi        | Guardian 41    | Rebel IV       | Turbo RZ     |
| Corona       | Hemi           | Regiment II    | Tuxedo RZ    |
| Coyote       | Honky Tonk     | Regenerate     | Ultimate     |
| Darlington   | Hot Rod        | Rendition      | Venture      |
| Davinci      | Hunter         | Rhambler 2 SRP | Umbrella     |
| Desire       | Inferno        | Rembrandt      | Van Gogh     |
| Dominion     | Innovator      | Reunion        | Watchdog     |
| Dynamic      | Integrity      | Riverside      | Wolfpack II  |
| Dynasty      | Jaguar 3       | RNP            | Xtremegreen  |
| Endeavor     | Jamboree       | Rocket         |              |

On cut and fill slopes 2:1 or steeper Centipede shall be applied at the rate of 5 pounds per acre and add 20# of Sericea Lespedeza from January 1 - December 31.

Fertilizer shall be 10-20-20 analysis. A different analysis of fertilizer may be used provided the 1-2-2 ratio is maintained and the rate of application adjusted to provide the same amount of plant food as a 10-20-20 analysis and as directed.

All areas seeded and mulched shall be tacked with asphalt. Crimping of straw in lieu of asphalt tack shall not be allowed on this project.

### **CRIMPING STRAW MULCH:**

Crimping shall be required on this project adjacent to any section of roadway where traffic is to be maintained or allowed during construction. In areas within six feet of the edge of pavement, straw is to be applied and then crimped. After the crimping operation is complete, an additional application of straw shall be applied and immediately tacked with a sufficient amount of undiluted emulsified asphalt.

Straw mulch shall be of sufficient length and quality to withstand the crimping operation.

**Crimping equipment including power source shall be subject to the approval of the Engineer providing that maximum spacing of crimper blades shall not exceed 8".**

## **WORK ZONE TRAFFIC CONTROL GENERAL REQUIREMENTS**

### **TRAFFIC CONTROL AND WORK ZONE SAFETY**

The Contractor shall maintain traffic during construction and provide, install, and maintain all traffic control devices in accordance with these project guidelines, the Project Special Provisions, North Carolina Department of Transportation Standard Specifications for Roads and Structures, and the current edition of the Manual of Uniform Traffic Control Devices (MUTCD).

The Contractor shall utilize complete and proper traffic controls and traffic control devices during all operations. All traffic control and traffic control devices required for any operation shall be functional and in place prior to the commencement of that operation. Signs for temporary operations shall be removed during periods of inactivity. The Contractor is required to leave the project in a manner that will be safe to the traveling public and which will not impede motorists.

Traffic movements through lane closures on roads with two way traffic shall be controlled by flaggers stationed at each end of the work zone. In situations where sight distance is limited, the Contractor shall provide additional means of controlling traffic, including, but not limited to, two-way radios, pilot vehicles, or additional flaggers. Flaggers shall be competent personnel, adequately trained in flagging procedures, and furnished with proper safety devices and equipment, including, but not limited to, safety vests and stop/slow paddles.

All personnel when working in traffic areas or areas in close proximity to traffic shall wear an approved safety vest, or shirt or jacket which meets the color requirements of the Manual of Uniform Traffic Control Devices (MUTCD).

The Contractor shall comply with all applicable Federal, State, and local laws, ordinances, and regulations governing safety, health, and sanitation, and shall provide all safeguards, safety devices, and protective equipment, and shall take any other needed actions, on his own responsibility that are reasonably necessary to protect the life and health of employees on the job and the safety of the public, and to protect property in connection with the performance of the work covered by the contract.

Failure to comply with any of the requirements for safety and traffic control of this contract shall result in suspension of work as provided in subarticle 108-7(B) of the Standard Specifications.

All contractor personnel will be required to wear a Class II ANSI approved safety vest while working within the NCDOT Right of Way.

**No direct payment shall be made for traffic control and work zone safety items, as they shall be considered incidental to other contract items.**

## **PLANT AND PEST QUARANTINES**

**(Imported Fire Ant, Gypsy Moth, Witchweed, Emerald Ash Borer, And Other Noxious Weeds)**

(3-18-03) (Rev. 12-20-16)

Z-04a

### **Within Quarantined Area**

This project may be within a county regulated for plant and/or pests. If the project or any part of the Contractor's operations is located within a quarantined area, thoroughly clean all equipment prior to moving out of the quarantined area. Comply with federal/state regulations by obtaining a certificate or limited permit for any regulated article moving from the quarantined area.

### **Originating in a Quarantined County**

Obtain a certificate or limited permit issued by the N.C. Department of Agriculture/United States Department of Agriculture. Have the certificate or limited permit accompany the article when it arrives at the project site.

### **Contact**

Contact the N.C. Department of Agriculture/United States Department of Agriculture at 1-800-206-9333, 919-707-3730, or <http://www.ncagr.gov/plantindustry/> to determine those specific project sites located in the quarantined area or for any regulated article used on this project originating in a quarantined county.

### **Regulated Articles Include**

1. Soil, sand, gravel, compost, peat, humus, muck, and decomposed manure, separately or with other articles. This includes movement of articles listed above that may be associated with cut/waste, ditch pulling, and shoulder cutting.
2. Plants with roots including grass sod.
3. Plant crowns and roots.
4. Bulbs, corms, rhizomes, and tubers of ornamental plants.
5. Hay, straw, fodder, and plant litter of any kind.
6. Clearing and grubbing debris.
7. Used agricultural cultivating and harvesting equipment.
8. Used earth-moving equipment.
9. Any other products, articles, or means of conveyance, of any character, if determined by an inspector to present a hazard of spreading imported fire ant, gypsy moth, witchweed, emerald ash borer, or other noxious weeds.

## **DRIVEWAYS AND PRIVATE PROPERTY**

The Contractor shall maintain access to driveways for all residents and property owners throughout the life of the project. The Contractor shall not perform work for private citizens or agencies in conjunction with this project or within the project limits of this contract.

## **CERTIFICATION FOR FEDERAL-AID CONTRACTS**

(3-21-90)

SP1 G85

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (A) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (B) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, *Disclosure Form to Report Lobbying*, in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by *Section 1352, Title 31, U.S. Code*. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such sub recipients shall certify and disclose accordingly.

### **U.S. DEPARTMENT OF TRANSPORTATION HOTLINE:**

(11-22-94)

108-5

SP1 G100

To report bid rigging activities call: **1-800-424-9071**

The U.S. Department of Transportation (DOT) operates the above toll-free hotline Monday through Friday, 8:00 a.m. to 5:00 p.m. eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the hotline to report such activities.

The hotline is part of the DOT's continuing effort to identify and investigate highway construction contract fraud and abuse is operated under the direction of the DOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

### **CARGO PREFERENCE ACT:**

(2-16-16)

Privately owned United States-flag commercial vessels transporting cargoes are subject to the Cargo Preference Act (CPA) of 1954 requirements and regulations found in 46 CFR 381.7. Contractors are directed to clause (b) of 46 CFR 381.7 as follows:

- (b) Contractor and Subcontractor Clauses. "Use of United States-flag vessels: The contractor agrees-

“(1) To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels.

(2) To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States a legible copy of a rated, 'on-board' commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (b) (1) of this section to both the Contracting Officer (through the prime

contractor in the case of subcontractor bills-of-lading) and to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590.

(3) To insert the substance of the provisions of this clause in all subcontracts issued pursuant to this contract."

**MINORITY AND FEMALE EMPLOYMENT REQUIREMENTS**

Z-7

**NOTICE OF REQUIREMENTS FOR AFFIRMATIVE ACTION TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY (EXECUTIVE NUMBER 11246)**

1. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor’s aggregate workforce in each trade on all construction work in the covered area, see as shown on the attached sheet entitled “Employment Goals for Minority and Female participation”.

These goals are applicable to all the Contractor’s construction work (whether or not it is Federal or federally assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and nonfederally involved construction.

The Contractor’s compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a), and its effort to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade and the Contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project or the sole purpose of meeting the Contractor’s goals shall be a violation of the contract, the executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

2. As used in this Notice and in the contract resulting from this solicitation, the “covered area” is the county or counties shown on the cover sheet of the proposal form and contract.

**EMPLOYMENT GOALS FOR MINORITY AND FEMALE PARTICIPATION**

Economic Areas

**Area 023 29.7%**  
Bertie County  
Camden County  
Chowan County  
Gates County  
Hertford County  
Pasquotank County  
Perquimans County

**Area 026 33.5%**  
Bladen County  
Hoke County  
Richmond County  
Robeson County  
Sampson County  
Scotland County

**Area 029 15.7%**  
Alexander County  
Anson County  
Burke County  
Cabarrus County  
Caldwell County  
Catawba County  
Cleveland County  
Iredell County  
Lincoln County  
Polk County  
Rowan County  
Rutherford County  
Stanly County

**Area 024 31.7%**  
Beaufort County  
Carteret County  
Craven County  
Dare County  
Edgecombe County  
Green County  
Halifax County

**Area 027 24.7%**  
Chatham County  
Franklin County  
Granville County  
Harnett County  
Johnston County  
Lee County  
Person County  
Vance County

**Area 0480 8.5%**  
Buncombe County

Hyde County  
Jones County  
Lenoir County  
Martin County  
Nash County  
Northampton County  
Pamlico County  
Pitt County  
Tyrrell County  
Washington County  
Wayne County  
Wilson County

Area 025 23.5%

Columbus County  
Duplin County  
Onslow County  
Pender County

Area 5720 26.6%

Currituck County

Area 9200 20.7%

Brunswick County  
New Hanover County

Area 2560 24.2%

Cumberland County

Warren County

Area 028 15.5%

Alleghany County  
Ashe County  
Caswell County  
Davie County  
Montgomery County  
Moore County  
Rockingham County  
Surry County  
Watauga County  
Wilkes County

SMSA Areas

Area 6640 22.8%

Durham County  
Orange County  
Wake County

Area 1300 16.2%

Alamance County

Madison County

Area 030 6.3%

Avery County  
Cherokee County  
Clay County  
Graham County  
Haywood County  
Henderson County  
Jackson County  
McDowell County  
Macon County  
Mitchell County  
Swain County  
Transylvania County  
Yancey County

Area 3120 16.4%

Davidson County  
Forsyth County  
Guilford County  
Randolph County  
Stokes County  
Yadkin County

Area 1520 18.3%

Gaston County  
Mecklenburg County  
Union County

Goals for Female

Participation in Each Trade

(Statewide) 6.9%

**REQUIRED CONTRACT PROVISIONS FEDERAL - AID CONSTRUCTION CONTRACTS**

FHWA - 1273 Electronic Version - May 1, 2012

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Compliance with Governmentwide Suspension and Debarment Requirements
- XI. Certification Regarding Use of Contract Funds for Lobbying

**ATTACHMENTS**

- A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

**I. GENERAL**

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services). The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in bid proposal or request for proposal documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.
3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.
4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors.

## II. NONDISCRIMINATION

The provisions of this section related to 23 CFR Part 230 are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR 60, 29 CFR 1625-1627, Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR 60, and 29 CFR 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with Title 23 USC Section 140, the Rehabilitation Act of 1973, as amended (29 USC 794), and Title VI of the Civil Rights Act of 1964, as amended, and related regulations including 49 CFR Parts 21, 26 and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR 230, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. **Equal Employment Opportunity:** Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630, 29 CFR 1625-1627, 41 CFR 60 and 49 CFR 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:
  - a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract.
  - b. The contractor will accept as its operating policy the following statement:  
"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."
2. **EEO Officer:** The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.
3. **Dissemination of Policy:** All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:
  - a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.
  - b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.
  - c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.
  - d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.



- e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.
4. **Recruitment:** When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.
- The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.
  - In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.
  - The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.
5. **Personnel Actions:** Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or disability. The following procedures shall be followed:
- The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.
  - The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.
  - The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.
  - The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.
6. **Training and Promotion:**
- The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.
  - Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).
  - The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.
  - The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.
7. **Unions:** If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:
- The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.
  - The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.
  - The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.
  - In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.
8. **Reasonable Accommodation for Applicants / Employees with Disabilities:** The contractor must be familiar with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established there under. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.
9. **Selection of Subcontractors, Procurement of Materials and Leasing of Equipment:** The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.
- The contractor shall notify all potential subcontractors and suppliers and lessors of their EEO obligations under this contract.
  - The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.
10. **Assurance Required by 49 CFR 26.13(b):**
- The requirements of 49 CFR Part 26 and the State DOT's U.S. DOT-approved DBE program are incorporated by reference.

- b. The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the contracting agency deems appropriate.
11. **Records and Reports:** The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.
- a. The records kept by the contractor shall document the following:
    - (1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;
    - (2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and
    - (3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women;
  - b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA-1391. The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

### III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more.

The contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location, under the contractor's control, where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

### IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size). The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. Contracting agencies may elect to apply these requirements to other projects.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA-1273 format and FHWA program requirements.

#### 1. Minimum wages

- a. All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.d. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph 1.b. of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

- b. (1) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:
  - (i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and
  - (ii) The classification is utilized in the area by the construction industry; and
  - (iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.
- (2) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

- (3) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. The Wage and Hour Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.
- (4) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs 1.b.(2) or 1.b.(3) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.
- c. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.
- d. If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.
2. **Withholding.** The contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor under this contract, or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the contracting agency may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.
3. **Payrolls and basic records**
- a. Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.
- b. (1) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the contracting agency. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee ( e.g. , the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the contracting agency for transmission to the State DOT, the FHWA or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the contracting agency.
- (2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:
- (i) That the payroll for the payroll period contains the information required to be provided under §5.5 (a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under §5.5 (a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;
- (ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;
- (iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- (3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(2) of this section.
- (4) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.
- c. The contractor or subcontractor shall make the records required under paragraph 3.a. of this section available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the FHWA may, after written notice to the contractor, the contracting agency or the State DOT, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.
4. **Apprentices and trainees**

- a. Apprentices (programs of the USDOL). Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice.

The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.

Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.

In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- b. Trainees (programs of the USDOL). Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration.

The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration.

Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

- c. Equal employment opportunity. The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.
- d. Apprentices and Trainees (programs of the U.S. DOT). Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.
5. **Compliance with Copeland Act requirements.** The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.
6. **Subcontracts.** The contractor or subcontractor shall insert Form FHWA-1273 in any subcontracts and also require the subcontractors to include Form FHWA-1273 in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.
7. **Contract termination:** debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.
8. **Compliance with Davis-Bacon and Related Act requirements.** All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.
9. **Disputes concerning labor standards.** Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.
10. **Certification of eligibility.**
- By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
  - No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).
  - The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

## V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

The following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

1. **Overtime requirements.** No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
2. **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph (1.) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.
3. **Withholding for unpaid wages and liquidated damages.** The FHWA or the contracting agency shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.
4. **Subcontracts.** The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

#### VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).
  - a. The term "perform work with its own organization" refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees

from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions:

- (1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;
  - (2) the prime contractor remains responsible for the quality of the work of the leased employees;
  - (3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and
  - (4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.
- b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract.
2. The contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.
  3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.
  4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.
  5. The 30% self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements.

#### **VII. SAFETY: ACCIDENT PREVENTION**

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.
2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).
3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C.3704).

#### **VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS**

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

#### **IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT**

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

By submission of this bid/proposal or the execution of this contract, or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any person who is or will be utilized in the performance of this contract is not prohibited from receiving an award due to a violation of Section 508 of the Clean Water Act or Section 306 of the Clean Air Act.
2. That the contractor agrees to include or cause to be included the requirements of paragraph (1) of this Section X in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements.

**X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION**

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200.

**1. Instructions for Certification – First Tier Participants:**

- a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.
- b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.
- c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.
- d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
- g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.
- h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.
- i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

\* \* \* \* \*

**2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:**

- a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:
  - (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
  - (2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and
  - (4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**2. Instructions for Certification - Lower Tier Participants:**

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contractor). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.
- g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.
- h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

\* \* \* \* \*

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:**

- 1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
- 2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

\* \* \* \* \*

**XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING**

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 (49 CFR 20).

- 1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:
  - a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
  - b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- 2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- 3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.



**STANDARD SPECIAL PROVISION**  
**MINIMUM WAGES**  
**GENERAL DECISION NC180104 01/05/2018 NC104**

Z-104

Date: January 5, 2018

General Decision Number: NC180104 01/05/2018 NC104

Superseded General Decision Numbers: NC20170104

State: North Carolina

Construction Type: HIGHWAY

**COUNTIES:**

|          |             |            |
|----------|-------------|------------|
| Beaufort | Granville   | Pasquotank |
| Bertie   | Halifax     | Perquimans |
| Bladen   | Harnett     | Robeson    |
| Camden   | Hertford    | Sampson    |
| Carteret | Hyde        | Scotland   |
| Chowan   | Jones       | Tyrrell    |
| Columbus | Lenoir      | Vance      |
| Craven   | Martin      | Warren     |
| Dare     | Northampton | Washington |
| Duplin   | Pamlico     | Wilson     |
| Gates    |             |            |

HIGHWAY CONSTRUCTION PROJECTS (excluding tunnels, building structures in rest area projects & railroad construction; bascule, suspension & spandrel arch bridges designed for commercial navigation, bridges involving marine construction; and other major bridges).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.35 for calendar year 2018 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract for calendar year 2018. The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2) – (60). Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

Modification Number  
0

Publication Date  
01/05/2018

SUNC2014-006 11/17/2014

|         |       |         |
|---------|-------|---------|
|         | Rates | Fringes |
| BLASTER | 21.85 |         |

|   |       |      |
|---|-------|------|
| CARPENTER                                 | 13.72 |      |
| CEMENT MASON/CONCRETE FINISHER            | 14.26 |      |
| ELECTRICIAN                               |       |      |
| Electrician                               | 18.69 | 2.66 |
| Telecommunications Technician             | 14.72 | 1.67 |
| IRONWORKER                                | 16.32 |      |
| LABORER                                   |       |      |
| Asphalt Raker and Spreader                | 12.42 |      |
| Asphalt Screed/Jackman                    | 13.48 |      |
| Carpenter Tender                          | 10.85 |      |
| Cement Mason/Concrete Finisher Tender     | 11.35 |      |
| Common or General                         | 10.12 |      |
| Guardrail/Fence Installer                 | 13.39 |      |
| Pipelayer                                 | 13.31 |      |
| Traffic Signal/Lighting Installer         | 16.88 |      |
| PAINTER                                   |       |      |
| Bridge                                    | 19.62 |      |
| POWER EQUIPMENT OPERATORS                 |       |      |
| Asphalt Broom Tractor                     | 13.28 |      |
| Bulldozer Fine                            | 18.46 |      |
| Bulldozer Rough                           | 14.09 |      |
| Concrete Grinder/Groover                  | 24.66 |      |
| Crane Boom Trucks                         | 17.25 |      |
| Crane Other                               | 21.48 |      |
| Crane Rough/All-Terrain                   | 19.00 |      |
| Drill Operator Rock                       | 15.43 | 1.61 |
| Drill Operator Structure                  | 19.12 |      |
| Excavator Fine                            | 17.61 |      |
| Excavator Rough                           | 12.99 |      |
| Grader/Blade Fine                         | 16.73 |      |
| Grader/Blade Rough                        | 15.28 |      |
| Loader 2 Cubic Yards or Less              | 10.28 |      |
| Loader Greater Than 2 Cubic Yards         | 13.58 |      |
| Material Transfer Vehicle (Shuttle Buggy) | 17.39 |      |
| Mechanic                                  | 18.63 |      |
| Milling Machine                           | 14.38 |      |
| Off-Road Hauler/Water Tanker              | 9.30  |      |
| Oiler/Greaser                             | 13.45 |      |
| Pavement Marking Equipment                | 11.87 |      |
| Paver Asphalt                             | 15.53 |      |
| Roller Asphalt Breakdown                  | 12.13 |      |
| Roller Asphalt Finish                     | 13.65 |      |
| Roller Other                              | 10.48 |      |
| Scraper Finish                            | 13.98 |      |
| Scraper Rough                             | 10.17 |      |
| Slip Form Machine                         | 19.29 |      |
| Tack Truck/Distributor Operator           | 14.56 |      |
| TRUCK DRIVER                              |       |      |
| GVWR of 26,000 Lbs or Less                | 10.35 |      |
| GVWR of 26,000 Lbs or Greater             | 12.04 |      |

Welders – Receive rate prescribed for craft performing operation to which welding is incidental.

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29 CFR 5.5(a)(1)(ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana.

2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination.

5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

#### Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

#### WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U. S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, D.C. 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.

Washington, D.C. 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

- 3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, D.C. 20210

- 4.) All decisions by the Administrative Review Board are final.

END OF GENERAL DECISION

**LISTING OF DBE SUBCONTRACTORS**

Sheet \_\_\_\_\_ of \_\_\_\_\_

| Firm Name and Address      | Item No. | Item Description | * Agreed upon Unit Price | ** Dollar Volume of Item |
|----------------------------|----------|------------------|--------------------------|--------------------------|
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |

\* The Dollar Volume shown in this column shall be the Actual Price Agreed Upon by the Prime Contractor and the DBE subcontractor, and these prices will be used to determine the percentage of the DBE participation in the contract.

\*\* Dollar Volume of DBE Subcontractor Percentage of Total Contract Bid Price:

*If firm is a Material Supplier Only, show Dollar Volume as 60% of Agreed Upon Amount from Letter of Intent.*

*If firm is a Manufacturer, show Dollar Volume as 100% of Agreed Upon Amount from Letter of Intent.*

**LISTING OF DBE SUBCONTRACTORS**

Sheet \_\_\_\_\_ of \_\_\_\_\_

| Firm Name and Address      | Item No. | Item Description | * Agreed upon Unit Price | ** Dollar Volume of Item |
|----------------------------|----------|------------------|--------------------------|--------------------------|
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |
| <b>Name</b><br><br>Address |          |                  |                          |                          |

**\*\* Dollar Volume of DBE Subcontractor \$ \_\_\_\_\_**

**Percentage of Total Contract Bid Price \_\_\_\_\_%**

**\* The Dollar Volume shown in this column shall be the Actual Price Agreed Upon by the Prime Contractor and the DBE subcontractor, and these prices will be used to determine the percentage of the DBE participation in the contract.**

**\*\* Dollar Volume of DBE Subcontractor Percentage of Total Contract Bid Price:**

**If firm is a Material Supplier Only, show Dollar Volume as 60% of Agreed Upon Amount from Letter of Intent.**

**If firm is a Manufacturer, show Dollar Volume as 100% of Agreed Upon Amount from Letter of Intent.**

**STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION  
RALEIGH, NC**

**BID BOND**

Contract Number:                                     D3POC0070                                     County:   Sampson County                                    

KNOW ALL MEN BY THESE PRESENTS, That we, the PRINCIPAL CONTRACTOR (hereafter, PRINCIPAL) and SURETY above named, are held and firmly bound unto the Department of Transportation in the full and just sum of five (5) percent of the total amount bid by the Principal for the project stated above, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

NOW, THEREFORE, the condition of this obligation is: the Principal shall not withdraw its bid within sixty (60) days after the opening of the bids, or within such other time period as may be provided in the proposal, and if the Board of Transportation shall award a contract to the Principal, the Principal shall, within fourteen (14) calendar days after written notice of award is received by him, provide bonds with good and sufficient surety, as required for the faithful performance of the contract and for the protection of all persons supplying labor, material, and equipment for the prosecution of the work. In the event the Principal requests permission to withdraw his bid due to mistake in accordance with the provisions of Article 103-3 of the *Standard Specifications for Roads and Structures*, the conditions and obligations of this Bid Bond shall remain in full force and effect until the Department of Transportation makes a final determination to either allow the bid to be withdrawn or to proceed with award of the contract. In the event a determination is made to award the contract, the Principal shall have fourteen (14) calendar days to comply with the requirements set forth above. In the event the Principal withdraws its bid after bids are opened except as provided in Article 103-3, or after award of the contract has been made fails to execute such additional documents as may be required and to provide the required bonds within the time period specified above, then the amount of the bid bond shall be immediately paid to the Department of Transportation as liquidated damages.

IN TESTIMONY WHEREOF, the Principal and Surety have caused these presents to be duly signed and sealed.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Surety

By \_\_\_\_\_  
General Agent or Attorney-in-Fact Signature

*Seal of Surety*  
\_\_\_\_\_  
Print or type Signer's Name



**BID BOND**  
**CORPORATION**

SIGNATURE OF CONTRACTOR (Principal)

\_\_\_\_\_  
Full name of Corporation

\_\_\_\_\_  
Address as prequalified

By \_\_\_\_\_  
Signature of **President, Vice President, Assistant Vice President**  
*Select appropriate title*

\_\_\_\_\_  
Print or type Signer's name

*Affix Corporate Seal*

Attest \_\_\_\_\_  
Signature of **Secretary, Assistant Secretary**  
*Select appropriate title*

\_\_\_\_\_  
Print or type Signer's name

**BID BOND**

**LIMITED LIABILITY COMPANY**

SIGNATURE OF CONTRACTOR (Principal)

Name of Contractor

\_\_\_\_\_

Full name of Firm

\_\_\_\_\_

Address as prequalified

**Signature of Member/  
Manager/Authorized Agent**

\_\_\_\_\_

Individually

\_\_\_\_\_

Print or type Signer's name

**BID BOND**

**INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME**

SIGNATURE OF CONTRACTOR (Principal)

Name of Contractor

\_\_\_\_\_ Individual Name

Trading and doing business as

\_\_\_\_\_ Full name of Firm

\_\_\_\_\_ Address as prequalified

Signature of Contractor

\_\_\_\_\_ Individually

\_\_\_\_\_ Print or type Signer's name

\_\_\_\_\_ Signature of Witness

\_\_\_\_\_ Print or type Signer's name

**BID BOND**

**INDIVIDUAL DOING BUSINESS IN HIS OWN NAME**

SIGNATURE OF CONTRACTOR (Principal)

Name of Contractor

\_\_\_\_\_

Print or type Individual Name

\_\_\_\_\_

Address as prequalified

Signature of Contractor

\_\_\_\_\_

Individually

\_\_\_\_\_

Print or type Signer's name

\_\_\_\_\_

Signature of Witness

\_\_\_\_\_

Print or type Signer's name

**BID BOND**

**PARTNERSHIP**

SIGNATURE OF CONTRACTOR (Principal)

\_\_\_\_\_  
Full name of Partnership

\_\_\_\_\_  
Address as prequalified

By \_\_\_\_\_  
Signature of Partner

\_\_\_\_\_  
Print or type Signer's name

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print or type Signer's name

**BID BOND**  
**JOINT VENTURE (2 or 3)**  
SIGNATURE OF CONTRACTORS (Principal)

Instructions to Bidders: **2 Joint Ventures**, Fill in lines (1), (2) and (3) and execute. **3 Joint Venturers** Fill in lines (1), (2), (3), (4) and execute. Line (1), print or type the name of Joint Venture. On line (2), print or type the name of one of the joint venturers and execute below in the appropriate manner required by Article 102-8 of the *Specifications*. On Line (3), print or type the name of second joint venturer and execute below in the appropriate manner required by said article of the *Specifications*. On Line (4), print or type the name of the third joint venturer, if applicable and execute below in the appropriate manner required by said article of the *Specifications*. This form of execution must be strictly followed.

|                                |    |                             |
|--------------------------------|----|-----------------------------|
| Signature of Witness or Attest | By | Signature of Contractor     |
| Print or type Signer's name    |    | Print or type Signer's name |

and

|                                |    |                             |
|--------------------------------|----|-----------------------------|
| Signature of Witness or Attest | By | Signature of Contractor     |
| Print or type Signer's name    |    | Print or type Signer's name |

and

|                                |    |                             |
|--------------------------------|----|-----------------------------|
| Signature of Witness or Attest | By | Signature of Contractor     |
| Print or type Signer's name    |    | Print or type Signer's name |

4-19-11

**EXECUTION OF BID**  
**NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**CORPORATION**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

Full name of Corporation

Address as Prequalified

Attest

Secretary/Assistant Secretary  
*Select appropriate title*

By

President/Vice President/Assistant Vice President  
*Select appropriate title*

Print or type Signer's name

Print or type Signer's name

**CORPORATE SEAL**

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**NOTARY**

Signature of Notary Public

of \_\_\_\_\_ County

State of \_\_\_\_\_

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

**EXECUTION OF BID  
NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**PARTNERSHIP**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

\_\_\_\_\_ Full Name of Partnership

\_\_\_\_\_ Address as Prequalified

\_\_\_\_\_ By \_\_\_\_\_  
Signature of Witness Signature of Partner

\_\_\_\_\_ Print or type Signer's name

\_\_\_\_\_ Print or type Signer's name

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**NOTARY**

\_\_\_\_\_ Signature of Notary Public

of \_\_\_\_\_ County

State of \_\_\_\_\_

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



**EXECUTION OF BID  
NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**LIMITED LIABILITY COMPANY**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

\_\_\_\_\_  
Full Name of Firm

\_\_\_\_\_  
Address as Prequalified

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Signature of Member/Manager/Authorized Agent  
*Select appropriate title*

\_\_\_\_\_  
Print or type Signer's name

\_\_\_\_\_  
Print or type Signer's Name

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the \_\_\_\_\_  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**NOTARY**

\_\_\_\_\_  
Signature of Notary Public

of \_\_\_\_\_ County

State of \_\_\_\_\_

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

**EXECUTION OF BID  
NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION  
JOINT VENTURE (2) or (3)**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating N.C.G.S. § 133-24 within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

Instructions: **2 Joint Venturers** Fill in lines (1), (2) and (3) and execute. **3 Joint Venturers** Fill in lines (1), (2), (3) and (4) and execute. On Line (1), fill in the name of the Joint Venture Company. On Line (2), fill in the name of one of the joint venturers and execute below in the appropriate manner. On Line (3), print or type the name of the other joint venturer and execute below in the appropriate manner. On Line (4), fill in the name of the third joint venturer, if applicable and execute below in the appropriate manner.

(1) \_\_\_\_\_  
Name of Joint Venture

(2) \_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Address as Prequalified

\_\_\_\_\_  
Signature of Witness or Attest By Signature of Contractor

\_\_\_\_\_  
Print or type Signer's name Print or type Signer's name

*If Corporation, affix Corporate Seal* and

(3) \_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Address as Prequalified

\_\_\_\_\_  
Signature of Witness or Attest By Signature of Contractor

\_\_\_\_\_  
Print or type Signer's name Print or type Signer's name

*If Corporation, affix Corporate Seal* and

(4) \_\_\_\_\_  
Name of Contractor (for 3 Joint Venture only)

\_\_\_\_\_  
Address as Prequalified

\_\_\_\_\_  
Signature of Witness or Attest By Signature of Contractor

\_\_\_\_\_  
Print or type Signer's name Print or type Signer's name

*If Corporation, affix Corporate Seal*

**NOTARY SEAL**  
*Affidavit must be notarized for Line (2)*  
Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Signature of Notary Public  
of \_\_\_\_\_ County  
State of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

**NOTARY SEAL**  
*Affidavit must be notarized for Line (3)*  
Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Signature of Notary Public  
of \_\_\_\_\_ County  
State of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

**NOTARY SEAL**  
*Affidavit must be notarized for Line (4)*  
Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
\_\_\_\_\_  
Signature of Notary Public  
of \_\_\_\_\_ County  
State of \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

**EXECUTION OF BID  
NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION  
INDIVIDUAL DOING BUSINESS UNDER A FIRM NAME**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

Name of Contractor

\_\_\_\_\_ Individual name

Trading and doing business as

\_\_\_\_\_ Full name of Firm

\_\_\_\_\_ Address as Prequalified

\_\_\_\_\_ Signature of Witness

\_\_\_\_\_ Signature of Contractor, Individually

\_\_\_\_\_ Print or type Signer's name

\_\_\_\_\_ Print or type Signer's name

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the

**NOTARY**

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_ Signature of Notary Public

of \_\_\_\_\_ County

State of \_\_\_\_\_

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

**EXECUTION OF BID  
NON-COLLUSION AFFIDAVIT, DEBARMENT CERTIFICATION AND GIFT BAN CERTIFICATION**

**INDIVIDUAL DOING BUSINESS IN HIS OWN NAME**

The person executing the bid, on behalf of the Bidder, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the bidder has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of free competitive bidding in connection with any bid or contract, that the bidder has not been convicted of violating *N.C.G.S. § 133-24* within the last three years, and that the Bidder intends to do the work with its own bonafide employees or subcontractors and is not bidding for the benefit of another contractor.

In addition, execution of this bid in the proper manner also constitutes the Bidder's certification of status under penalty of perjury under the laws of the United States in accordance with the Debarment Certification attached, provided that the Debarment Certification also includes any required statements concerning exceptions that are applicable.

*N.C.G.S. § 133-32* and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

**SIGNATURE OF CONTRACTOR**

Name of Contractor \_\_\_\_\_  
Print or type Individual name

\_\_\_\_\_  
Address as Prequalified

\_\_\_\_\_  
Signature of Contractor, Individually

\_\_\_\_\_  
Print or type Signer's Name

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print or type Signer's name

**AFFIDAVIT MUST BE NOTARIZED**

Subscribed and sworn to before me this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

**NOTARY**

\_\_\_\_\_  
Signature of Notary Public

of \_\_\_\_\_ County

State of \_\_\_\_\_

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

**DEBARMENT CERTIFICATION**

## Conditions for certification:

1. The prequalified bidder shall provide immediate written notice to the Department if at any time the bidder learns that his certification was erroneous when he submitted his debarment certification or explanation filed with the Department, or has become erroneous because of changed circumstances.
2. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this provision, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. A copy of the Federal Rules requiring this certification and detailing the definitions and coverages may be obtained from the Contract Officer of the Department.
3. The prequalified bidder agrees by submitting this form, that he will not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in NCDOT contracts, unless authorized by the Department.
4. For Federal Aid projects, the prequalified bidder further agrees that by submitting this form he will include the Federal-Aid Provision titled *Required Contract Provisions Federal-Aid Construction Contract (Form FHWA PR 1273)* provided by the Department, without subsequent modification, in all lower tier covered transactions.
5. The prequalified bidder may rely upon a certification of a participant in a lower tier covered transaction that he is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless he knows that the certification is erroneous. The bidder may decide the method and frequency by which he will determine the eligibility of his subcontractors.
6. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this provision. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
7. Except as authorized in paragraph 6 herein, the Department may terminate any contract if the bidder knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available by the Federal Government.

**DEBARMENT CERTIFICATION**

The prequalified bidder certifies to the best of his knowledge and belief, that he and his principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records; making false statements; or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph b. of this certification; and
- d. Have not within a three-year period preceding this proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- e. Will submit a revised Debarment Certification immediately if his status changes and will show in his bid proposal an explanation for the change in status.

If the prequalified bidder cannot certify that he is not debarred, he shall provide an explanation with this submittal. An explanation will not necessarily result in denial of participation in a contract.

Failure to submit a non-collusion affidavit and debarment certification will result in the prequalified bidder's bid being considered non-responsive.

Check here if an explanation is attached to this certification.

**North Carolina Department of Transportation  
BID FORM**

WBS Element: 46305.3.23

TIP Number: ER-5600

*Project Description: Landscaping in Newton Grove*

| ITEM | DESC NO.     | SECT | DESCRIPTION   | QTY    | UNIT | UNIT PRICE | AMOUNT BID |
|------|--------------|------|---|--------|------|------------|------------|
| 1    | 0000100000-N | 800  | MOBILIZATION  | 1      | LS   |            |            |
| 2    | 0000915000-N | 1670 | MONTHLY MAINTENANCE                                 | 16     | EA   |            |            |
| 3    | 2542000000-E | 846  | REMOVE AND REPLACE 7.5" X 8.0" CONCRETE MEDIAN CURB | 40     | LF   |            |            |
| 4    | 6075000000-E | 1651 | SELECTIVE TREE REMOVAL                              | 8      | EA   |            |            |
| 5    | 6081000000-E | 1670 | WATER FOR PLANTING                                  | 1200   | M/G  |            |            |
| 6    | 6455000000-N | 1670 | LIRIOPE MUSCARI, 'ROYAL PURPLE'                     | 355    | EA   |            |            |
| 7    | 6455000000-N | 1670 | LIRIOPE MUSCARI, VARIEGATA                          | 460    | EA   |            |            |
| 8    | 6640000000-N | 1670 | HOMESTEAD PURPLE VERBENA                            | 37     | EA   |            |            |
| 9    | 6640000000-N | 1670 | COOPERTONE DISTYLIUM "PIIDIST-III                   | 50     | EA   |            |            |
| 10   | 6645000000-N | 1670 | ROSA X 'ZARSBJOH' SUNROSA RED SHRUB ROSE            | 62     | EA   |            |            |
| 11   | 6645000000-N | 1670 | BECKY SHASTA DAISY, CHRYSANTHEMUM X SUPERBUM 'BECKY | 56     | EA   |            |            |
| 12   | 6645000000-N | 1670 | WALL ACCENT LIGHTS                                  | 1      | LS   |            |            |
| 13   | 6645000000-N | 1670 | FLAG POLE   | 6      | EA   |            |            |
| 14   | 6645000000-N | 1670 | STONE WALL  | 4      | EA   |            |            |
| 15   | 6645000000-N | 1670 | CONCRETE FLAGPOLE BASE                              | 10     | CY   |            |            |
| 16   | 6650000000-N | 1670 | MULCH FOR PLANTING 3" DEPTH                         | 150    | CY   |            |            |
| 17   | 6674000000-N | SP   | IRRIGATION  | 1      | LS   |            |            |
| 18   | 6674000000-N | SP   | FLAG SPOT LIGHT                                     | 1      | LS   |            |            |
| 19   | 6676000000-E | SP   | LANDSCAPE FABRIC                                    | 11,000 | SF   |            |            |
| 20   | 6900000000-N | SP   | GENERIC MISC. ITEM- 4" TOPSOIL                      | 100    | CY   |            |            |
|      |              |      |   |        |      |            |            |
|      |              |      |   |        |      |            |            |
|      |              |      |   |        |      |            |            |

**TOTAL BID FOR PROJECT:** \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

46305.3.23

Contract #: D3POC0070

Federal Identification Number \_\_\_\_\_

Contractors License Number \_\_\_\_\_

Authorized Agent \_\_\_\_\_

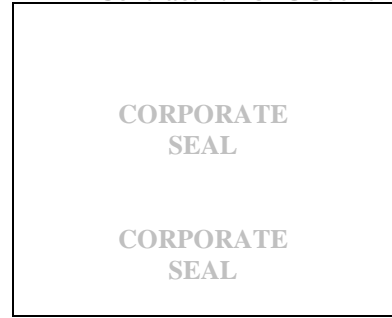
Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Witness \_\_\_\_\_ Title \_\_\_\_\_

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



**Point of Contact for Post-Bid Inquires (e.g., Letters of Intent, Insurance, Bonds, and Contract Execution)**

Name \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

---

**THIS SECTION TO BE COMPLETED BY NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

*This bid has been reviewed in accordance with Article 103-1 of the Standard Specifications for Roads and Structures 2018.*

*Reviewed by NCDOT* \_\_\_\_\_

*Date* \_\_\_\_\_

*Accepted by NCDOT* \_\_\_\_\_

*Date* \_\_\_\_\_