



PRE-CONSTRUCTION MEETING AGENDA

for

SERVER ROOM IMPROVEMENTS PLAN NO. 1231

July 6th, 2017 - 10:00AM

1. INRODUCTIONS
2. PROJECT CONTACTS

City: Ulises Benavente, Project Manager (626) 914-8247 ubenavente@cityofglendora.org

Frank Lopez, Principal Civil Engineer (626) 852-4845

Building & Safety Department (626) 914-8222

Contractor's Foreman: Hugo Martinez 909-215-4960

Emergency Contact Information: Rafael Gutierrez 323-788-9799

3. PROJECT DESCRIPTION

New improvements to the IT Department's server room will enhance its security and prevent unauthorized access. This scope includes removing existing door openings and installing new walls, installing new protected hard lid ceiling with new HVAC equipment and lighting fixtures.

4. PROJECT SCHEDULE

- Per the specifications, all work shall be completed within **45 working days** from the date stated on the Notice to Proceed.
- Tentative Start Date: 7/17 (2 weeks)
- Work Days/Time: Monday-Friday 8:00AM to 4:00PM Excluding Holidays



RAFAEL GUTIERREZ, MCM

PROJECT MANAGER

Lic. 1014728

CELL: 323-788-9799

EMAIL: RAFAEL@ABSBLDGSVCS.COM

WEB: WWW.ABSBLDGSVCS.COM

5. PERMITTING

- With a current City of Glendora Business License and active California State Contractor License, the Contractor must obtain a Building permit from Building & Safety Department. There is no fee for this permit.

6. STATUS OF CONTRACTOR SUBMITTALS

- Detail schedule of work
- Fixtures
- HVAC System Unit
- Paint samples

7. INSPECTION

- Contractor is responsible for contacting the Building Division for all inspections.
- Plans, Specifications and Job Card must be on the job site at all times.
- Jobsite must be in compliance with all local NPDES regulations. All construction debris must be contained within the job limits.

8. PAYMENTS

- Contractor to be paid at unit price per Unit Price List based on actual work completed
- Contractor to review percentage of work completed with Project Manger prior to submitting request for progress payment
- Conditional Lien Releases required from all subcontractors and suppliers for each progress payment, and Unconditional Lien Releases required for final payment.

9. JOBSITE SAFETY AND SECURITY

- Contractor shall be solely responsible for conditions on the jobsite

10. MATERIAL AND EQUIPMENT STORAGE AREAS

- All material and equipment shall be stored in the designated area near the project site.
- Storage Containers/trash bin
- Equipment
- Noise control to minimal during construction

Specifications for

SERVER ROOM IMPROVEMENTS

PLAN NO. 1231

FOR USE IN CONNECTION WITH THE
STANDARD SPECIFICATIONS FOR
PUBLIC WORKS CONSTRUCTION,
LATEST EDITION

BID OPENING
MAY 18, 2017
10:00 A.M



Alison Sweet, P. E.

City Engineer

Alison Sweet

Date Approved

4-25-17

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*** IMPORTANT - PLEASE NOTE ***

CITY OF GLENDORA BOND FORMS AND ESCROW AGREEMENT CONTAINED
IN THIS BID PACKAGE **MUST BE USED** BY BIDDERS.

AN EXTRA SET OF BID PROPOSALS AND BID BONDS HAVE BEEN INCLUDED
FOR YOUR USE IN RETURNING THE BIDS.

NOTICE INVITING BIDS

NOTICE IS HEREBY GIVEN that the City of Glendora, County of Los Angeles, California (hereinafter "City") will receive sealed bids in the Office of the City Clerk at 116 E. Foothill Boulevard, Glendora, California, 91741 until **10:00 a.m.** on the **18th** day of **May, 2017**, at which time all bids will be publicly opened and read aloud in the City Council Chamber at the above address for: **Server Room Improvements, Plan No. 1231** (hereinafter "work").

NO BIDS WILL BE ACCEPTED AFTER THIS DATE AND TIME!

Each bid must be on a bid proposal furnished by the City. The bid must conform and be responsive to all the contract documents and bids will be accepted only from bidders who have obtained Plans and Specifications from the City of Glendora and are registered with the City as a Plan Holder. Copies of bid packet are now on file and open for public inspection in the Office of the City Clerk at the above address and on the City's website at www.ci.glendora.ca.us under Bid/RFP Opportunities. For further information, contact Civil Engineering Assistant, Ulises Benavente at (626) 914-8247.

The Contract Documents, including specifications, may be purchased at the Office of the City Clerk, 116 E. Foothill Boulevard, Glendora, California during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, holidays excepted, upon the payment of \$40.00 per set and, if purchased by mail, an additional \$5.00 per set.

Each bid shall be accompanied by Bidder's Security in an amount equal to at least ten (10) percent of the bid amount, which security shall be lawful money of the United States of America and in one of the following forms: (i) cash, (ii) cashier's check made payable to the City, (iii) certified check made payable to the City, or (iv) bid bond executed by an admitted surety insurer and made payable to the City. **City Bid Bond form must be used.**

Pursuant to California Labor Code Section 1770 *et seq.*, copies of the determination of the Director of the Department of Industrial Relations of the general prevailing rate of per diem wages for each craft, classification and type of workman needed to execute the work are on file in, and available to any interested person on request, at the office of the City Engineer at 116 E. Foothill Boulevard, Glendora, California, 91741, and are hereby incorporated herein and made a part hereof as though set forth in full.

No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Pursuant to California Civil Code Section 3248, the successful bidder shall furnish to the City at the time of execution of the contract a payment bond in an amount equal to one hundred percent (100%) of the contract price. The successful bidder shall also furnish to the City at the time of execution of the contract faithful performance bond in an amount equal to one hundred percent (100%) of the contract price.

Pursuant to California Public Contract Code Section 22300, substitution of eligible and equivalent securities for any moneys withheld to insure performance under the contract for the work to be performed will be permitted at the request and expense of the successful bidder, unless otherwise prohibited by law. The City of Glendora reserves the right to reject any and all proposals, to waive any informalities in any proposal and select the one that best meets the City's needs.

Kathleen R. Sessman, MMC
City Clerk
City of Glendora

Publish in SAN GABRIEL VALLEY EXAMINER: **April 27th & May 4th, 2017**

INSTRUCTIONS TO BIDDERS

WORK IDENTIFICATION: SERVER ROOM IMPROVEMENTS, Plan No. 1231

1. Terms Defined

1.1 Terms used in these Instructions to Bidders, which are defined in the General Conditions, have the meaning assigned to them in the General Conditions.

1.2 The term "successful bidder" means the lowest, responsible bidder to whom the City makes an award of contract on the basis of the City's evaluation as hereinafter provided.

2. Copies of Contract Documents

2.1 Complete sets of Contract Documents may be purchased from the office of the City Clerk, as stated in the Notice Inviting Bids. Complete sets of Contract Documents shall be used in preparing bids. The bidder must satisfy for himself that he has received a complete set of Contract Documents. Neither the City nor its Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Contract Documents.

3. Qualifications of Bidder

3.1 Before submitting a bid, the bidder shall be licensed to perform as prime contractor in accordance with the provisions of the Contractor's State License Law, California Business and Professions Code Section 7000 et seq. As evidence of such qualification, the bidder shall record on his Bid Proposal the number, classification and termination date of all necessary State licenses. Necessary City licenses may be secured after the bids are opened, but prior to executing the contract. [P.C.C. Section 3300 & B. & P. Code Section 7000 ET seq.]

3.2 In order for the City to determine the successful bidder, the bidder must be prepared to submit in writing, within five (5) days after being requested to do so by the City, such information and data as the City may request, including without limitation, financial data, and previous experience. The City reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the City that the bidder is the lowest responsible bidder properly qualified to carry out the contract.

4. Examination of Contract Documents and Site

4.1 Before submitting a bid, the bidder must (i) examine the Contract Documents thoroughly, including without limitation the Agreement wherein each of the other Contract Documents is identified; (ii) visit the site and the locality where the work is to be performed to familiarize himself with local conditions that may in any manner effect the cost, progress or performance of the work in strict accordance with the Contract Documents; (iii) familiarize himself with federal, state and local laws, ordinances, rules and regulations that may in any manner affect the cost, progress or performance of the work in strict accordance with the Contract Documents; and (iv) study and carefully correlate bidder's observations with the Contract Documents.

4.2 Pursuant to Public Contract Code Section 3400 and the Contract Documents, all specifications shall be deemed to include the words "or equal", provided however; permissible exceptions hereto shall be specifically noted in the specifications. [P.C.C. Section 3400]

Revised 08/2012

INSTRUCTIONS TO BIDDERS

SECTION II

Page 1

4.3 Reports, if any, of investigations and tests of subsurface and latent physical conditions at the work site or otherwise effecting cost, progress or performance of the work, which have been relied upon by the Engineer in preparing the drawings and specifications, are identified in the Special Conditions. City will make copies of such reports available to any bidder upon request. These reports are not guaranteed as to accuracy or completeness, nor are they part of the Contract Documents. Before submitting his bid, the bidder shall, at his own expense, make such additional investigations and tests as the bidder may deem necessary to determine his bid for performance of the work in strict accordance with the Contract Documents.

4.4 Upon request to the office of the City Engineer at 116 E. Foothill Boulevard, Glendora, (626) 914-8246, the City will provide each bidder access to the job site to conduct such investigations and tests as the bidder may deem necessary for submission of his bid.

4.5 The lands upon which the work is to be performed, rights-of-way for access thereto, and other lands designated for use by contractor in performing the work are identified in the Drawings or Specifications.

4.6 By submitting a bid, the bidder warrants that he has complied with every requirement of this Article 4 and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance of the work.

5. Interpretation

5.1 In the event of conflict between requirements as shown on the drawings and the specifications, the following order of precedence shall govern: drawings shall govern over specifications; special provisions shall govern over other parts of the specifications; and the specifications shall govern over any standard specifications incorporated by reference. In the event of any discrepancy between any drawings and the figures written thereon, the figures shall govern.

5.2 All questions about the meaning or intent of the Contract Documents shall be submitted to the Engineer in writing not less than five (5) days prior to the date for the opening of bids.

5.3 All interpretations shall be issued by written Addenda, which will be on file in the office of the City Engineer at 116 E. Foothill Boulevard, Glendora, CA 91741. In addition, Addenda shall be mailed to each bidder recorded by the City Clerk as having received the Contract Documents, but it shall be the bidder's responsibility to make inquiry as to Addenda issued. Failure of the bidder to receive any such Addenda shall not relieve the bidder from any obligation under his bid as submitted.

5.4 Only interpretations issued by written Addenda will be binding; all such Addenda shall become part of the Contract Documents. Interpretations issued orally or by any means other than as specified in this Article 5 shall be without legal effect.

6. Bid Proposal

6.1 Each bid must be on a Bid Proposal furnished by the City as part of the Contract Documents. Any change in, or addition to, the Bid Proposal or any other modification of the Bid Proposal which is not specifically called for in the Contract Documents or the omission from the Bid Proposal of any information or response which is specially called for in the Contract Documents may result in the City's rejection of the bid as not being responsive to the Notice Inviting Bids.

6.2 All blanks in the Bid Proposal must be appropriately responded to. If an answer or other response to a blank is not applicable, the blank shall be responded to with "N.A."

6.3 The Bid Proposal must be completed in ink or in typewritten form. The bid sum and all bid amounts on the form must be stated in words and numerals; in case of a conflict, words will take precedence.

6.4 The Bid Proposal must not contain any erasures, interlineations or other corrections, unless each such correction is suitably authenticated by affixing in the margin immediately opposite the correction the surname(s) of the person(s) signing the bid.

6.5 The Bid Proposal and each Attachment thereto shall be executed in the manner required by the hereinafter Article 12.

6.6 No person, including without limitation, any individual, partnership or corporation, shall make, file or be interested in more than one bid for the work unless alternate bids are specifically called for in the Specifications. A person that has submitted a sub-bid to a bidder, that has quoted prices of materials to a bidder, is not disqualified from submitting a sub-bid or quoting price to other bidders or making a prime bid.

7. Submission of Bid

7.1 The bid shall be submitted within the time and at the place indicated in the Notice Inviting Bids.

7.2 The bid shall be accompanied by Bidder's Security in an amount equal to at least ten (10) percent of the bid amount, which security shall be lawful money of the United States of America, and in one of the following forms: (i) cash; (ii) cashier's check made payable to the City; (iii) certified check made payable to the City; or (iv) bid bond executed by an admitted surety insurer and made payable to the City. If the security is a bid bond it shall be submitted on the form which is part of the Contract Documents; no substitutions shall be accepted. [P.C.C. Section 20170].

7.3 The bid shall be enclosed in an opaque, sealed envelope, marked with the project identification and the name and address of the bidder and shall be accompanied by the Bidder's Security and other required documents. If the bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face thereof.

7.4 Any bid received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.

7.5 The bid shall be accompanied with page 5 of 10 of the General Conditions initialed by the Contractor at paragraph 4.03 liquidated damages.

8. Withdrawal of Bids

The Bidder may withdraw his bid by an appropriate document duly executed in the manner that a bid must be executed and delivered to the place where the bids are to be submitted at any time prior to the opening of bids.

9. Bids to Remain Open

All bids shall remain open for sixty (60) days after the date of the opening of bids. Prior to that date, the City: (i) may, at its sole discretion, release any bid and return the bidder's security, or (ii) shall release any bid and return all Bidder's Security, upon the successful bidder's furnishing the required bonds and certificate and any other required documents and return to the City all the required number of executed copies of the Agreement.

10. Award of Contract

10.1 The City reserves the right to reject any and all bids. The City also reserves the right to reject any bid that is not in strict accordance with the Contract Documents or, in the alternative, to waive any irregularity or informality in any bid or in the bidding. Discrepancies between words and numerals shall be resolved in favor of the correct sum. Discrepancies between the indicated sum of any column of figures and the correct sum thereof shall be resolved in favor of the correct sum [P.C.C. Section 20166].

10.2 If alternate bids are called for in the Specifications, the contract may be awarded at the election of the City to the successful bidder on the base bid or on the base bid and any alternate or combination of alternates.

10.3 If the contract is to be awarded, it shall be awarded to the lowest responsible bidder. The City may conduct such investigations as it deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications and financial ability of the bidders. The award, if made, will be within sixty (60) days after the opening of bids.

11. Delivery of Agreement

11.1 Within fifteen (15) days after the award of the contract by the City Council, the successful bidder shall sign and deliver at least two (2) counterparts of the Agreement to the City Clerk together with the labor and materials bond, faithful performance bond, certificate regarding workers' compensation, insurance certificates, proof of a valid City of Glendora business license and any other documents required by the Contract Documents. The bonds and workers' compensation certificate shall be submitted on the forms which are part of the Contract Documents; no substitutions shall be accepted. Within fifteen (15) days thereafter, the City shall deliver one fully signed counterpart to the successful bidder.

11.2 The Agreement and each Attachment thereto shall be executed in the manner required by the hereinafter Article 12.

11.3 If the successful bidder fails to execute and deliver the Agreement and furnish the required bonds, certificates and other documents within fifteen (15) days after the award of the contract by the City Council, the City may annul the award of the contract and the Bidder's Security of the bidder shall be forfeited, except as provided by California Public Contract Code Section 20174. [P.C.C. Section 20174]

12. Signatures

12.1 The Contract Documents and all attachments thereto shall be executed in the following manner: If the bidder is:

(a) An individual, in the name of the individual and if doing business by a fictitious name, the fictitious name and, if the document is the Bid Proposal or Agreement, the business address and telephone number of the individual must be shown below the signature.

(b) A partnership, in the partnership name and signed by a general partner, whose title must appear under the signature and, if the document is the Bid Proposal or Agreement, the business address and telephone number of the partnership must be shown below the signature.

(c) A corporation, in the corporate name by a duly authorized officer or agent accompanied by evidence of authority to sign and the corporate seal must be affixed and attested by the secretary or an assistant secretary.

If the document is the Bid Proposal or Agreement, the state of incorporation shall be shown below the corporation name, and the corporate address and telephone number shall be shown below the signatures.

12.2 Attorneys in fact who sign any Contract Document or any attachment thereto must file with the document a certified copy of their power of attorney to sign said document.

12.3 All signatures must be in ink and all names must be typed or printed below the signature.

12.4 All signatures on the Bid Proposal and Agreement must be acknowledged before a notary public and a notary's certificate of each acknowledgment must be filed with the document.

13. **Time for Commencement and Completion**

13.1 Unless otherwise specified in the Special Conditions, the contractor shall:

- (a) commence the work within (30) days after the award of the contract by the City Council, but not before fully complying with Sections 11.1 and 11.2 hereof; and
- (b) diligently prosecute the work to completion within Forty-Five (45) working days after the commencement of work.

13.2 Upon written request of the contractor, and if approved in writing by the Engineer, the time for commencement, completion, or both may be extended.

End Section II - Instruction to Bidders

BID PROPOSAL

WORK IDENTIFICATION: SERVER ROOM IMPROVEMENTS, Plan No. 1231

NAME OF BIDDER: _____

CA. CONTRACTOR'S LICENSE: _____

No. Class Termination Date

1. Proposal

- (a) Bidder has examined copies of all the Contract Documents, including without limitation the Agreement wherein each of the other Contract Documents is identified, and accepts all the terms and conditions thereof.
- (b) Bidder proposes and agrees, if this bid is accepted, to enter into an agreement with City in the form included in the Contract Documents to complete all work as specified in the Agreement for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.
- (c) This bid will remain open and not be withdrawn for the period specified in the Instructions to Bidders. If awarded the bid, bidder will sign the Agreement and submit the bonds, certificates and other documents required by the Contract Documents within fifteen (15) days after the date of the award of the contract by the City Council.
- (d) Bidder has examined the site and locality where the work is to be performed and the legal requirements and conditions affecting the cost, progress and performance of the work in strict accordance with the Contract Documents.
- (e) Bidder has included page 5 of 10 of the General Conditions initialed by the contractor at paragraph 4.03 Liquidated Damages.

2. Bid

Bidder agrees to construct and complete, ready for use, all work as required and made necessary by the Contract Documents for the sum of _____ dollars (\$_____).

If the Contract Documents include a Unit Price List, Bidder acknowledges that the total bid sum shown in this paragraph 2 and the estimated quantities and amounts shown on the Unit Price List are for purposes of comparison of bids only. Bidder also acknowledges that the City does not expressly or by implication agree that the actual amount of work shall correspond therewith, but reserves the right to increase or decrease the amount of any class or portion of the work as may be deemed necessary or expedient by the Engineer and that final payment shall be made at the unit prices bid, upon the basis of actual measured quantities as the same may be finally determined by the City Engineer.

Bidder acknowledges that the total bid sum shown in this paragraph 2, and all sums shown on any Unit Price List attached hereto, includes (i) all labor, materials, tools, equipment and services and all taxes, insurance, other general expenses, overhead and profit and (ii) all trenching, backfilling, grading, excavation and fill, resurfacing of every character, grubbing and clearing and removal of all obstructions necessary for the doing of the work, the preservation of existing structures, shrubs, and trees, where required, and the shoring, bridging and bracing required and incident to the doing of the work, together with all fittings and joints, of every character, connected in place, area clean-up, traffic protection, and the reconstruction and severances required in the doing of the work.

3. **Schedule**

Bidder understands that early completion is important to the City. Therefore, time being of the essence, bidder proposes that the work will be commenced and will be completed within the time specified in Article 13 of the Instruction to Bidders.

4. **Addenda**

Bidder acknowledges receipt of Addenda identified as: _____

5. **Bidder Information**

(a) Bidder has _____ years of experience as a contractor in construction work.

(b) Bidder has recently completed the three (3) following construction works:

<u>Contract Amount</u>	<u>Class of Work</u>	<u>Date Completed</u>	<u>Name & Address of Owner</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

6. **Designation of Subcontractors**

In compliance with the Subletting and Subcontracting Fair Practices Act, Public Contract Code Section 4100 et seq., listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one (0.5%) percent of the total bid.

In the case of bids or offers for the construction of streets or highways, including bridges, listed below is each subcontractor who will perform work or labor or render service to the bidder in or about the construction of the work or will specifically fabricate and install a portion of the work in an amount in excess of one half of one percent (0.5%) of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

Also listed below is the portion of the work which will be done by each subcontractor. (List only one subcontractor for each portion of the work as defined by the bidder in this bid.) [P.C.C. Section 4100 et seq.]

<u>Subcontractor</u>	<u>Location of work</u>	<u>Portion of work</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Attachments

The following documents, signed in accordance with Article 12 of the Instructions to Bidders, are attached to, and made a part of, this bid:

- (a) Non Collusion Affidavit, as required by Public Contract Code Section 7106 and made a part of this Bid Proposal at page 5
- (b) Required Bid Security in the form of _____
- (c) Unit Price List
- (d) Page 5 of the General Conditions initialed by the Contractor at Paragraph 4.03 Liquidated Damages
- (e) Other pertinent documents (list here and attach to this bid)

Dated this _____ day of _____, 2017.

IF BIDDER IS:

An Individual

By _____
(Individual's Name)
doing business as _____
Business address: _____

Phone No.: (_____) _____

A Partnership

(Firm Name)
By _____
(General Partner) (Title)
Business address: _____
Phone No.: (_____) _____

A Corporation

(Corporation Name) (State of Incorporation)

By _____
(Person Authorized to Sign) (Title)

(Corporate Seal) Attest _____
(Secretary)

Business address: _____

Phone No.: (_____) _____

A Joint Venture

By _____
(Name)

(Address & Phone No.)

By _____
(Name)

(Address & Phone No.)

**NONCOLLUSION AFFIDAVIT TO BE EXECUTED BY BIDDER AND
SUBMITTED WITH BID**

State of California

ss.

County of Los Angeles

_____, being first duly sworn, deposes and says that he or she is
_____ of _____, the party making the
foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership,
company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder
has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or
indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone
shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, by agreement, communication,
or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost
element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding
the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and,
further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the
contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation,
partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a
collusive or sham bid.

[P.C.C. Section 7106]

End Section III - Proposal (Part 1)

BID BOND

The following City of Glendora form for the Bid Bond **MUST** be used in accordance with the instructions on the following pages.

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, _____ (hereinafter "Contractor") intends to submit a bid to the City of Glendora, California, a municipal corporation, (hereinafter "City") for the work identified as follows: SERVER ROOM IMPROVEMENTS, Plan No. 1231.

NOW, THEREFORE, we, the Contractor, as Principal, and a corporation organized and existing under the laws of the State of California and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Obligee,

in the sum of _____ dollars (\$ _____) lawful money of the United States of America, said sum being not less than ten (10) percent of the bid amount for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said Obligee shall accept the bid of the said Principal and said Principal shall enter into an Agreement with said Obligee in accordance with the terms of the bid and shall give therewith such bonds, certificates and other documents as may be required in the Notice Inviting Bids or the other Contract Documents or in the event of the failure of said Principal to enter such Agreement and give any such bond, certificate or other document, if said Principal shall pay to said Obligee the difference not to exceed the penalty thereof between the amount specified in said bid and such larger amount for which said Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. In case suit is brought upon this bond, the court shall fix and award and the surety shall pay, in addition to the face amount hereof, costs and reasonable attorney's fees incurred by the City in successfully enforcing said obligation.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 2017.

(Corporate Seal)

(Principal)

By _____

Title

(Corporate Seal)

(Surety)

By _____

Title

[P.C.C. Sections 20170, 20171]

End Section IV - Bid Bond

AGREEMENT
(Public Works Contract)

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 that Contractor properly delivered this Agreement and all other required documents to the City Clerk, in the County of Los Angeles, State of California, by and between the CITY OF GLENDORA, a municipal corporation (hereinafter "City") and, _____ (hereinafter "Contractor").

WHEREAS, the City Council of the City at a meeting held on the _____ day of _____, 2017, authorized the Mayor and City Clerk to enter into this Agreement after Public bidding in accordance with California Public Contract Code Section 20160 et seq.

NOW, THEREFORE, it is hereby agreed by and between the parties that:

1. Defined Terms

1.1 Terms used in this Agreement which are defined in the General Conditions incorporated herein by reference by Section 7.1 have the meaning assigned to them in the General Conditions.

2. Performance of Work

2.1 The Contractor shall furnish all of the labor, materials, tools, equipment, services, and transportation necessary to perform all of the work for the project described as follows: Server Room Improvements, Plan No. 1231 (hereinafter "work").

2.2 The Contractor shall perform all of the work in strict accordance with the Contract Documents as enumerated in Article 7 hereof.

2.3 The Contractor shall be liable to the City for any damages arising from, or as a result of, a failure to fully comply with the Contract Documents. Contractor shall not be excused with respect to any failure to so comply by any act or omission of the City, its officers, employees or agents, unless such act or omission actually prevents the Contractor from fully complying with the requirements of the Contract Document.

3. Schedule

3.1 Time being of the essence, the Contractor shall commence the work and shall diligently pursue the work to completion within the time stated in Article 13 of the Instructions to Bidders, and upon the work schedule, if any, as specified in the Special Conditions, except as such time may be extended in writing by the City in accordance with the provisions of the General Conditions.

4. Contract Price

4.1 The City shall pay to the Contractor as full consideration for the faithful performance of the contract entered into by this Agreement, subject to any additions or deductions as provided in the Contract Documents, the sum of _____ dollars (\$ _____).

4.2 If the Contract Documents include a Unit Price List, the Contract Price is determined by the unit prices contained in the Contractor's Bid. In accordance with Article 2 of the Bid Proposal, final payment shall be made at the unit prices bid upon the basis of actual measured quantities as the same may be finally determined by the City Engineer.

5. Payments

5.1 If the Special Conditions do not provide otherwise, progress payments shall be made. Said payments are to be made pursuant to the General Conditions. Each payment shall be made within thirty-five (35) days after Contractor furnishes the City with the applicable invoice and, if required by the City Engineer, a release of all undisputed contract amounts related to said invoice. Contractor shall not submit invoices more often than once every thirty (30) days.

5.2 If the Special Conditions provide that progress payments shall not be made, the Contractor shall be paid within thirty-five (35) days after Contractor furnishes the City with a release of all undisputed contract amounts, if required by the City Engineer, and final acceptance of the work by the City Engineer.

5.3 In the event there is any claim specifically excluded by Contractor from the operation of any release, there shall be retained by City an amount not to exceed the amount of the disputed claim. [P.C.C. Section 7100]

5.4 In the event, a preliminary notice is posted by a subcontractor / supplier / manufacturer / vendor, an unconditional release will be required prior to releasing monies to the Contractor. Alternatively, an amount not to exceed the amount referred in the preliminary notice will be jointly released to the Contractor and the originator of the said notice with a conditional release from the said subcontractor / supplier / manufacturer / vendor.

6. Legal Requirements

6.1 Pursuant to California Labor Code Section 1810 et. seq. eight (8) hours labor constitutes a legal day's work. Contractor shall forfeit as a penalty to City the sum of \$25.00 for each worker employed in the execution of the contract by Contractor or any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one calendar week in violation of the provisions of Labor Code Section 1810. [Labor Code Section 1813]

6.2 (A) Copies of the determination of the Director of the Department of Industrial Relations of the rate of per diem wages for each craft, classification or type of worker needed to execute the contract are on file in, and available at, the office of the City Engineer, at 116 E. Foothill Boulevard, Glendora, CA 91741. [Labor Code Section 1773.2]

(B) The Contractor shall post at the work site, for the duration of the contract, a copy of the determination of the Director of the specified prevailing rate of per diem wages. [Labor Code Section 1773.2]

(C) The Contractor, and any subcontractor, under the Contractor, shall pay not less than the specified prevailing rate of per diem wages to all workers employed in the execution of the contract. [Labor Code Section 1771] The Contractor shall have the responsibility for compliance with California Labor Code Section 1776 relative to the retention and inspection of payroll records. [Labor Code Section 1776]

6.3 Nothing in this contract shall prevent the Contractor or any subcontractor from employing properly registered apprentices in the execution of the contract. The Contractor shall have the responsibility for compliance with California Labor Code Section 1777.5 for all apprenticeable occupations. [Labor Code Section 1777.5]

6.4 Neither the Contractor, nor any subcontractor under the Contractor, shall discriminate in the employment of persons upon the work because of the race, religion, creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sex or age of such person, except as provided in Sections 12940 and 12941 of the Government Code. The Contractor shall have responsibility for compliance with this Section. [Government Code Sections 12940, 12941]

6.5 Contractor shall, at Contractor's sole expense, obtain all necessary permits and licenses for the work, including but not limited to a valid City business license, and give all necessary notices and pay all fees and taxes required by law.

7. Contract Documents

7.1 The contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the contract, as if herein set forth in full or attached hereto:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Proposal, as accepted
- Notice of Award
- Agreement
- Payment Bond
- Performance Bond
- Contractor's Certificate Regarding Workers' Compensation
- General Conditions
- Special Conditions
- Specifications
- Plans and Standard Drawings
- Addenda Nos. _____

8. Independent Contractor

8.1 The Contractor is and shall at all times remain as to the City a wholly-independent Contractor. Neither the City nor any of its officers, employees, or agents shall have control over the conduct of the Contractor or any of the Contractor's officers, employees, servants, agents or subcontractors, except as set forth in the Contract Documents. The Contractor shall not at any time or in any manner represent that it or any of its officers, employees, agents or subcontractors, are in any manner officers, employees, agents or subcontractors of the City.

9. Indemnification

9.1 The Contractor shall indemnify, defend with counsel approved by the City and hold harmless the City and its officers, officials, employees, servants, agents and volunteers from any claim, demand, damage, liability, loss, cost or expense, for any damage whatsoever, including but not limited to, death or injury to any person and injury to any property, arising from, or in any way connected with, the performance of this agreement, except such damage that is caused by the sole negligence of the City or any of its officers, officials, employees, servants, agents or volunteers unless waived by the City's Risk Manager in writing.

9.2 The City does not, and shall not, waive any rights against Contractor which it may have by reason of the aforesaid indemnification agreement, because of the acceptance by the City, or the deposit with the City by Contractor, of any of the insurance policies specified in this Agreement or other Contract Document.

9.3 The aforesaid indemnification agreement shall apply regardless of whether or not the insurance policies specified in this Agreement or other Contract Document shall have been determined to be applicable to the claim, liability, loss, damage, cost or expense.

10. Insurance

10.1 Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. Insurer shall be an admitted carrier in the State of California.

10.2 Minimum Scope of Insurance - Coverage shall be at least as broad as:

1. Insurance Services Office Commercial Liability coverage (occurrence form CG 0001)
2. Insurance Services Office form number CA 0001 (Ed 1/87) covering Automobile Liability, code 1 (any auto).
3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Course of Construction insurance form providing coverage for "all risks" of loss.

10.3 Minimum Limits of Insurance - Contractor shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$2,000,000 per accident for bodily injury or disease.
4. Course of Construction: Completed value of the project.

10.4 Deductibles and Self-Insured Retentions - Any deductibles and self-insured retentions must be declared to and approved by the City of Glendora. At the option of the City of Glendora either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of Glendora, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

10.5 Other Insurance Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Glendora, its officers, officials, employees, agents and volunteers are to be covered as insured as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Glendora, its officers, officials, employees, agents or volunteers.

2. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the City of Glendora, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Glendora, its officers, officials, employees, agents or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Glendora, its officers, officials, employees, agents or volunteers.

4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

5. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) day's prior written notice by certified mail, return receipt requested, has been given to the City of Glendora.

Course of construction policies shall contain the following provisions:

1. The City of Glendora shall be named as loss payee.
2. The insurer shall waive all rights of subrogation against entity.

10.6 Acceptability of Insurers - Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

10.7 Verification of Coverage - Contractor shall furnish the City of Glendora with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms provided by the City of Glendora. All endorsements are to be received and approved by the City of Glendora before work commences. As an alternative to the City of Glendora forms, the Contractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

10.8 Subcontractors - Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all the requirements stated herein.

10.9 Workers' Compensation - Contractor, and every subcontractor, shall provide complete workers' compensation insurance consistent with the provisions of Section 10, or a certificate of consent to self-insurance by the Director of Industrial Relations in accordance with the requirements of Section 3800 of the California Labor Code. Contractor shall indemnify, defend and hold harmless the City and its officers, employees, servants and agents from any claim resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance. [Labor Code Section 3800]

11. City's Right to Terminate

11.1 If the Contractor refuses or fails to prosecute the work or any separable part thereof with such diligence as will insure its completion within the time specified or any extension thereof, or fails to complete said work within such time, or if the Contractor should be adjudged a bankrupt, or if he should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of his insolvency, or he should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to supply enough properly skilled workers or proper materials to complete the work in the time specified, or if he should fail to make prompt payment to subcontractors or for material or labor, or persistently disregard laws, ordinances or instruction

of the City, or otherwise breach this contract, the City Engineer shall serve written notice on the Contractor of the intention that this contract be terminated together with the reasons therefore. Unless within five (5) days after the service of such notice such condition or violation shall cease or satisfactory arrangements for the correction thereof be made, this contract shall upon the expiration of said five (5) days, cease and terminate. In such case, Contractor shall not be entitled to receive any further payment until the work is finished.

11.2 In event of any such termination, the City shall immediately serve written notice thereof upon surety and Contractor, and surety shall have the right to take over and perform this contract, provided, however, that if surety within five (5) days after service upon it of said notice of termination does not give the City written notice of its intention to take over and perform this contract or does not commence performance thereof within ten (10) days from the date serving such notice, the City may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable for the account and at the expense of Contractor, and he and his surety shall be liable to the City for any excess cost or other damages occasioned the City thereby.

11.3 If the City takes over the work, as herein above provided, the City may, without liability for so doing, take possession of, and utilize in completing the work, such materials, appliances, plant, and other property belonging to the Contractor as may be on the site of the work and necessary therefor.

12. Waiver

12.1 No waiver of any provision of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any such waiver constitute a continuing or subsequent waiver of the same provision. No waiver shall be binding, unless executed in writing by the party making the waiver.

13. Notice

13.1 Whenever it shall be necessary for either party to serve notice on the other respecting the contract, such notice shall be served by registered mail, postage prepaid, return receipt requested, address to the City Engineer at 116 E. Foothill Boulevard, Glendora, CA 91741 and to the Contractor at _____ () _____ unless, and until, different addresses may be furnished in writing by either party to the other.

13.2 Notice shall be deemed to have been served as of the third (3rd) day after the same has been deposited in the United States postal service. This shall be a valid and sufficient service of notice for all purposes.

14. Assignment

14.1 The Contractor shall not assign the performance of the contract, nor any part thereof, nor any monies due or to become due hereunder, without the prior written consent of the City. It is understood and acknowledged by the parties that the Contractor is the lowest bidder qualified to perform the work.

14.2 Subject to the provision of this Article regarding assignment, the contract shall be binding upon the heirs, executors, administrators, successors, and assigns of the Contractor.

15. Attorney's Fees

15.1 If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of the contract, the prevailing party shall be entitled to reasonable attorney's fees, court costs and necessary disbursement, in addition to any other relief to which it may be entitled. This agreement shall be governed by the laws of the State of California. If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, it shall be brought in the courts of the State of California.

16. Miscellaneous Provisions

16.1 Should a change be contemplated in the name or nature of the Contractor's legal entity, the Contractor shall first notify the City in order that proper steps may be taken to have the change reflected in the Contract Documents.

16.2 The contract shall be effective from and after the date that this Agreement is signed by the representatives of the City.

16.3 This Agreement is made in two (2) original counterparts.

16.4 The captions of the articles, sections, subsections, paragraphs and subparagraphs of the Contract Documents are for reference only and are not to be construed in any way as a part of the contract.

16.5 The remedies contained in this Agreement are cumulative, and in addition to and not in limitation of, any remedy at law or in equity to which the City may be entitled.

17. Entire Agreement

17.1 The Contract Documents integrate all terms and conditions in connection with the work called for herein and supersede all negotiations and prior understandings, either oral or in writing, in respect to the subject matter hereof.

17.2 The Contract Documents are intended to be complimentary. Work required by one of the Contract Documents and not by others shall be done as if required by all.

17.3 Each and every provisions of law and clause required to be inserted therein, and if through mistake or otherwise any such provision is not inserted, or is not inserted correctly, then upon application of either party, the Contract Documents shall forthwith be amended in writing to make such insertion or correction.

17.4 The Contract Documents shall not be amended except by a writing duly executed by the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF GLENDORA

CONTRACTOR

BY: _____
Gary Boyer
Mayor

ATTEST:

Kathleen Sessman
City Clerk

End Section V - Agreement

BOND FOR FAITHFUL PERFORMANCE

The following City of Glendora form for the Faithful Performance Bond **MUST** be used in accordance with the instructions on the following pages.

FAITHFUL PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of Glendora, California, a municipal corporation, (hereinafter "City") and _____ (hereinafter "Contractor") have entered into an Agreement dated _____, 2017, for work identified as SERVER ROOM IMPROVEMENTS Plan No. 1231 which Agreement is hereby incorporated into and made a part hereof; and

WHEREAS, pursuant to said Agreement, said Contractor is required to furnish a bond providing for the faithful performance thereof;

NOW, THEREFORE, we, the Contractor, as Principal, and _____, a corporation organized and existing under the laws of the State of _____, and duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the City, as Obligee, in the sum of _____ dollars (\$ _____), lawful money of the United States of America, said sum being not less than one hundred (100) percent of the estimated amount payable by the said Obligee under the terms of the Agreement for which payment well and truly to be made, the said Principal and the said Surety, bind ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the Principal, his or its heirs, executors, administrators, successors or assigns, his or its subcontractors, shall perform and fulfill all the undertakings, covenants, terms and conditions of said Agreement during the original term of the Agreement, any and all duly authorized extensions thereof, with or without notice thereof to the Surety, and during the life of any guaranty required under the agreement, and shall also perform and fulfill all the undertaking, covenants, terms, conditions and agreements of any and all duly authorized amendments of said Agreement that may hereafter be made, with or without notice thereof to the Surety, then this obligation shall be void and of no effect. In case suit is brought upon this bond, the court shall fix and award and the surety shall pay, in addition to the face amount hereof, costs and reasonable attorney's fees incurred by the City in successfully enforcing said obligation.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 2017.

(Corporate Seal)

(Principal)

By _____ Title

(Corporate Seal)

(Surety)

By _____ Title

LABOR AND MATERIALS BOND

The following City of Glendora form for the Labor and Material Bond **MUST** be used in accordance with the instructions on the following pages.

LABOR AND MATERIALS BOND

KNOW ALL MEN BY THESE PRESENTS:

WHEREAS, the City of Glendora, California, a municipal corporation, (hereinafter "City") and _____
_____(hereinafter "Contractor") have entered into an Agreement dated _____, 2017, for
work identified as SERVER ROOM IMPROVEMENTS, Plan No. 1231 which Agreement is hereby incorporated into and
made a part hereof; and

WHEREAS, pursuant to California Civil Code Section 3247, et seq., said Contractor is required to furnish a
payment bond;

NOW, THEREFORE, we, the Contractor, as Principal, and _____,
a corporation organized and existing under the laws of the State of _____, and
duly authorized to transact business under the laws of the State of California, as Surety, are held and firmly bond unto the
City, as Obligee, in the sum of _____
_____ dollars (\$ _____), lawful money of the
United States of America, said sum being not less than one hundred (100) percent of the estimated amount payable by
the said Obligee under the terms of the Agreement for which payment well and truly to be made, the said Principal and
the said Surety, bind ourselves and our heirs, executors, administrators, successors and assigns, jointly and severally,
firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, if the said Principal, his or its heirs, executors,
administrators, successors or assigns, or any of his or its sub- contractors, shall fail to pay for any materials, provisions,
provender or other supplies or teams, implements or machinery used in, upon, for or about the performance of the work
contracted to be done, or for any work or labor thereon of any kind, fails to pay to any of the persons named in Section
3181 of the Civil Code or fails to pay for amounts due under the Unemployment Insurance Act with respect to such work
or labor performed in said Agreement and any and all duly authorized extensions and amendments thereto, with or
without notice thereof to the Surety, or for any amount required to be deducted, withheld and paid over to the Employment
Development Department for the wages of employees of the Contractor and subcontractors pursuant to Section 13020 of
the Unemployment Insurance Code with respect to such work and labor the surety hereon shall pay for the same in an
amount not exceeding the sum specified in this bond. In case suit is brought upon this bond, the Surety shall pay a
reasonable attorney's fee to be fixed by the court. This bond will inure to the benefit of any and all persons, companies
and corporations entitled to file claim under Section 3181 of the Civil Code, so as to give a right of action to them or their
assigns in any suit brought upon this bond. The Surety hereby stipulates and agrees that no change, extension of time,
alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications
accompanying the same shall in anywise affect its obligations on this bond, and it does hereby waive notice of any such
change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

IN WITNESS THEREOF, we have hereunto set our hands and seal this _____ day of _____, 2017 (Principal) .

(Corporate Seal)

By _____

_____ Title

(Corporate Seal)

_____ (Surety)

By _____

_____ Title

[Appropriate modifications shall be made in this form if the bond is being furnished for the performance of an act not provided for by agreement]

[C.C. Sections 3181, 3248, 3225]

California All-Purpose Acknowledgment:

State of California)
County of Los Angeles)

On _____, 20__, before me, _____,
Name and Title of Officer

personally appeared _____,
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal. (Seal)

Signature _____
Signature of Notary

1/08
See Secretary of State site at: www.sos.ca.gov/business/notary/notary.htm

end Section VII - Labor and Materials Bond

GENERAL CONDITIONS

WORK IDENTIFICATION: **SERVER ROOM IMPROVEMENTS**

, Plan No. **1231**

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Revised 8/2012

GENERAL CONDITIONS SECTION VIII

1.03 Standard Specifications

The provisions of these General Conditions and any other Contract Document supersede the Standard Specifications to the extent that said provisions supplement, modify or conflict with the Standard Specifications.

2. Work and Material Requirements

2.01 Use of Premises

(A) The Contractor shall confine all tools and equipment, the storage of materials, and the operation of workers to areas designated by the City Engineer.

(B) With respect to any premises, tools or equipment of the City made use of in the performance of the contract, Contractor shall have inspected the same prior to use, have accepted them in good safe condition and have agreed to maintain them in a safe condition for the protection of workmen while using them during the performance of the work.

2.02 Or Equal

In the event Contractor furnishes and "or equal" material more expensive than that specified in the bid form, the difference in cost of such material so furnished shall be borne by Contractor, pursuant to California Public Contract Code Section 3400. [P.C.C. Section 3400]

2.03 Samples

Contractor shall furnish for approval, within thirty-five (35) days following notice of award of contract, all samples as required in specifications together with catalogs and supporting data required by the City Engineer. This provision shall not authorize any extension of time for performance of the contract. The City Engineer will review such samples only for conformance with design and concept of work and for compliance with information given in the Contract Documents. Work shall be in accordance with approved samples, pursuant to California Public Contract Code Section 3400. [P.C.C. Section 3400]

2.04 Warranty

(A) Besides warranties and guaranties otherwise required by the Contract Documents, Contractor warrants and guarantees all work for a period of one year after date of acceptance of work by the City and shall repair or replace any or all such work, together with any other work, which may be displaced in so doing, that may prove defective in workmanship, materials or both within one year from date of acceptance without expense whatsoever to the City, ordinary wear and tear, usual abuse or neglect excepted. The City Engineer will give notice of observed defects with reasonable promptness. Contractor shall notify the City Engineer upon completion of repairs.

(B) In the event Contractor fails to commence the corrective work within ten (10) days after being notified in writing to do so by the City Engineer and prosecute the corrective work to timely completion, the City may proceed to have defects corrected and made good at the expense of Contractor who shall pay costs and charges therefore immediately on demand.

(C) If, in the opinion of the City Engineer, defective work creates dangerous condition or requires immediate corrective work to prevent further loss to the City or to prevent interruption of operations of the City, the City Engineer shall attempt to give the notice required by this section. If Contractor cannot be contacted or does not comply with the City's request for correction within a reasonable time as determined by the City Engineer, the City may, notwithstanding the provisions of this Section, proceed to make such corrective work, and the Contractor shall be liable for costs of such corrective work. Such action by the City will not relieve Contractor of the warranties and guaranties provided in this Section or elsewhere in the contract.

(D) This section does not in any way limit the warranty or guaranty on any material for which a longer warranty or guaranty is specified in the Contract Documents or on any items for which a manufacturer gives a warranty or guaranty for a longer period. Contractor shall furnish the City Engineer with all appropriate warranty and guaranty certificates upon completion of the work.

2.05 Liens

No materials, supplies, tools or equipment for work under this contract shall be purchased subject to any chattel mortgage or under a conditional sale or other agreement by which an interest herein or in any part thereof is retained by seller or supplier. Contractor warrants good title to all materials installed or incorporated in the work by Contractor or any subcontractor and agrees upon completion of all work to deliver premises, together with all improvements and appurtenances constructed or placed thereon by him or her, to the City free from any claims, liens; or charges. Contractor further agrees that neither he nor any person, firm, or corporation furnishing any materials, supplies, tools, equipment or labor for any work covered by this contract shall have any right to lien upon the premises or any improvement or appurtenance thereon, except that Contractor may install metering devices or other equipment of utility companies or of political subdivisions title to which is commonly retained by utility company or political subdivision. In event of installation of any such metering device or equipment, Contractor shall advise the City as to owner thereof. Nothing contained in this article, however, shall defeat or impair the rights of persons furnishing material or labor under any bond given by Contractor for their protection or any rights under any law permitting such persons to look to funds due Contractor in the hand of the City, and this provision shall be inserted in all subcontracts and material contracts and notice of its provisions shall be given to all persons furnishing material for work when no formal contract is entered into for such material.

3. Progress Payments to Contractor

3.01 Substitution of Securities

Pursuant to Public Contract Code Section 22300 and upon Contractor's request, the City will make payment of funds retained from progress payments for performance security, if Contractor deposits in escrow with the City Treasurer or with a state or federal chartered bank acceptable to the City as escrow agent, securities eligible for the investment of City funds under Government Code Section 16430 or bank or savings and loan certificates of deposit. [P.C.C. Section 22300] Securities shall be substituted upon the following terms and conditions:

- (1) Contractor shall bear the expense of the City and the escrow agent, either the City Treasurer or the bank, in connection with the escrow deposit made.
- (2) Securities or certificates of deposit shall be of a value equal to 100 percent of the amounts of retention to be paid to Contractor pursuant to this section.
- (3) Contractor shall enter into an Escrow Agreement in the form attached to these General Conditions as Exhibit "A".
- (4) Contractor shall obtain the written consent of the surety to the escrow Agreement.

4. Time for Completion

4.01 Payment for Delays to Contractor

Contractor will be compensated when any extension of time is granted for delays caused solely by action or inaction of the City, which the City Engineer determines materially increases or decreases the costs of any portion of the work. If the City Engineer determines that compensation is not justified, Contractor will be so advised in writing. Contractor may then submit a notice of potential claim to the City Engineer, as provided in the Standard Specifications relative to disputed work.

4.02 Rights of City to Increase Working Days

If the such work is not completed within the time for completion, the City Council shall have the right to increase the number of working days in the amount it may determine will best serve the interests of the City, and if it desires to increase said number of working days it shall have the further right to charge the Contractor and deduct from the final payment for the work, the actual cost of engineering, inspection, superintendence, and other overhead expenses which are directly chargeable to Contractor, and which accrue during the period of such extension, except that the cost of the final service and preparation of the final estimates shall not be included in such charges.

4.03 Liquidated Damages

The sum that the Contractor shall pay to the City as liquidated damages is five hundred dollars (\$500.00) per working day. Liquidated damages shall be deducted from any payments due or to become due to the Contractor under the terms of this contract. {Government Code Section 53069.85} Progress payments made by the City after the time allowed to complete the work shall not constitute a waiver of liquidated damages by the City.

City

Contractor

5. Subcontracting

5.01 Subcontractors Bound by Contract

Contractor agrees to bind every subcontractor by the terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this contract, Contractor shall be as fully responsible to the City for acts and omissions of every subcontractor and of persons either directly or indirectly employed by every such subcontractor, as he is for acts and omissions of persons directly employed by himself. Nothing contained in the Contract Documents shall create any contractual relation between any subcontractor and the City.

5.02 City Consent to Subcontractor

The City's consent to, or approval of, any subcontractor under the contract shall not in any way relieve Contractor of his obligations under the contract and no such subcontract or approval thereof shall be deemed to waive any provision of the contract between the City and Contractor.

6. Work by Others

6.01 City's Right to Award Other Contracts

(A) The City reserves the right to award other contract in connection with the project. Nothing herein contained shall be interpreted as granting to Contractor exclusive occupancy at the site of the project.

(B) The simultaneous execution of any contract is likely to cause interference with performance of some other contract or contracts, the City shall decide which contractor shall cease work temporarily and which contractor shall continue or whether work can be coordinated so that contractors may proceed simultaneously. Notwithstanding any other provision of these General Conditions, the City shall not be responsible for any damages suffered or extra costs incurred by Contractor resulting directly or indirectly from award or performance or attempted performance of any other contract or contracts on project, or caused by any decision or omission of the City respecting the order of precedence in performance on contracts.

6.02 Contractor's Responsibilities

Contractor shall ascertain to his own satisfaction the scope of the project and nature of any other contracts that have been or may be awarded by the City in prosecution of project to the end that Contractor may perform the contract in the light of such other contracts, if any. Contractor shall afford other contractors reasonable opportunity for introduction and storage of their materials and execution of their work and shall properly connect and coordinate his work with theirs. Contractor shall not cause any unnecessary hindrance or delay to any other contractor working on the project.

If any part of Contractor's work depends for proper execution or results upon work of any other contractor, Contractor shall inspect and promptly report to the City Engineer any defects in such work that render it unsuitable for such proper execution and results. His failure to do so shall constitute a waiver by Contractor of any claim of delay caused by events beyond Contractor's control.

Contractor shall submit copies of Purchase Order within five (5) working days of the Notice of Award of contract.

No work is allowed until all equipment is delivered to the contractor's yard or contractor is not allowed to begin any work until all signal equipment is on hand.

7. Authority of The City Engineer

7.01 General Authority

The City Engineer shall decide any and all questions which may arise as to the quality or acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work, and shall decide all questions which may arise as to the interpretation of the Drawings and specifications, and all questions as to the acceptable fulfillment of the contract on the part of the Contractor, and as to compensation. His decisions shall be final and he shall have authority to enforce and make effective such decisions and orders.

7.02 Interpretation of Drawings and Specifications

The City Engineer shall interpret the meaning of any part of the Drawings and specifications about which any misunderstanding may arise and his decision will be final. Should there appear to be any error or discrepancy in or between the drawings and specifications, Contractor shall refer the matter to the City Engineer for adjustment before proceeding with the work. Should Contractor proceed with the work without so referring the matter, he does so at his own risk.

7.03 Inspection

The City Engineer shall have full access to all operations involving work under the contract and shall be provided reasonable advance notice of the time and place of operations which he desires to observe. He shall be provided with all requested samples of materials and work for testing purposes.

7.04 Disputes Pertaining to Payment for Work

Should any dispute arise respecting the true value of any work done, of any work omitted, or any extra work which Contractor may be required to do, or respecting the size of any payment to Contractor during the performance of this contract, such dispute shall be decided by the City Engineer.

8. General Provisions

8.01 Utilities

(A) All utilities, including but not limited to, electricity, water, gas, telephone used on the work shall be furnished at Contractor's sole expense. Contractor shall furnish and install necessary, temporary distribution systems, including meters, from distribution points to points on site where utility is necessary to carry on the work. Upon completion of work, Contractor shall remove all temporary distribution systems.

(B) If the contract is for an addition to an existing structure, Contractor may, with written permission of the City Engineer, use the City's existing utilities to carry on the work by making prearranged payments to the City.

8.02 Water Supply

In accordance with Glendora Municipal Code Section 14.20.090 and Section 14.28 et seq., City water will be made available to the Contractor as follows:

All water used other than through a service connection and meter shall be through a fire hydrant meter. Hydrant meters shall be installed by the Contractor and moved from one location to another only upon approval of the City Engineer and the Los Angeles County Fire Department. The applicant shall deposit one thousand and twenty dollars (\$1,020.00) with the City for such service and shall pay a one hundred dollar (\$100.00) minimum charge per month or portion thereof for such use.

Water used shall be charged at current rate approved by the City Council for each zone of use per one hundred cubic feet (100 cu. Ft.).

8.03 Dust Control

Contractor shall provide such dust control equipment and methods as may be required to protect adjacent property from annoyance or damage from dust caused by his operations, and failure to control such dust shall be cause for the City Engineer to stop the work until said dust is controlled. Contractor shall have no recourse to collect from City for any loss of time or expense sustained by him due to such suspension of work.

8.04 Removal and Disposal of Structures and Obstructions

All fences, trees and obstructions of any nature to the execution of the work shall be removed by Contractor and be disposed of, reused or delivered to the City Yard as required. This work is to be included in the cost of other items bid on, if there is no item covering same. All such obstructions privately owned which are removed by Contractor shall be replaced or compensated for to the satisfaction of the City Engineer at the Contractor's sole expense.

8.05 Surveys

All surveys required are the responsibility of the Contractor.

8.06 Layout and Field Engineering

All field Engineering required for layout of the work and establishing grades for earthwork operations shall be furnished by Contractor at his sole expense. Such work shall be done by a qualified civil engineer approved by the City Engineer. Any required "As Built" drawings of site development shall be prepared by the approved civil engineer at the Contractor's sole expense.

8.07 Traffic Requirements

(A) Standard References

(1) All warning signs, barricades, lights and performance of flagmen shall conform to the "Manual of Traffic Controls for Construction and Maintenance Work Zones" (latest edition) which is compiled in accordance with Section 21400 of the California Vehicle Code and issued by the State of California, Department of Transportation (Caltrans). All work area traffic control shall be provided, installed and maintained in good condition by the contractor.

(B) Minimum Requirements for Maintaining Traffic Flow

(1) Traffic in both directions shall be maintained on all streets at all times. The Contractor shall maintain a minimum lane width of ten (10) feet, a minimum clearance of three (3) feet to excavations, and a minimum of two (2) feet to curbs and other obstructions.

(2) The Contractor shall maintain all travel lanes on streets throughout the project free and clear of debris and/or construction equipment.

(C) Street Closures, Detours, and Barricades

(1) The Contractor shall submit to the City Engineer, for review and approval, a drawing for providing temporary traffic control during construction at least five (5) working days before closing or partially closing any street.

(2) The Contractor shall notify the following agencies at least forty-eight (48) hours in advance of closing, partially closing or opening any street, alley or other thoroughfare within the City of Glendora.

1. City Engineer, Glendora
2. Los Angeles County Fire Department
3. Police Department, City of Glendora
4. Athens Services (waste collection and street sweeping)
5. Post Office, Glendora
6. Foothill Transit

(3) Should the Contractor, in the opinion of the Engineer, fail to provide adequate work zone traffic control at any time during the course of the work, the City will have the necessary traffic control done either by City forces or by contract. The cost of such traffic control will be charged to the Contractor and the amount deducted from the contract.

(4) All costs for providing and maintaining traffic control during construction shall be included in the unit prices bid for the various related items of work and no additional compensation will be made therefor.

8.08 Tests and Inspections

(A) If the contract, laws, ordinances, regulators or any public authority requires any work to be specially inspected, tested or approved, Contractor shall give notice in accordance with such authority of its readiness for such inspection or test at least two (2) working days prior thereto. If inspection or testing is by authority other than the City, Contractor shall give at least two (2) working days prior written notice to the City Engineer of the date fixed therefor. Required certificates of inspection or approval shall be secured by Contractor. Observations by the City Engineer shall be promptly made, and where practicable at source of supply. If any work should be covered up without approval or consent of the City Engineer, it must, if required by the City Engineer, be uncovered for inspection or testing and satisfactorily reconstructed at Contractor's sole expense in strict accordance with the Contract Documents. Costs of tests and inspections of any materials found to be not in compliance with contract shall be paid for by Contractor at his sole expense. Other costs for tests and inspection of materials shall be paid by the City.

(B) Where such inspecting and testing are to be conducted by an independent laboratory or agency, such materials or samples of materials to be tested shall be selected by such laboratory or agency, or the City's Engineer, and not by Contractor.

(C) Contractor shall notify the City Engineer in writing a sufficient time in advance of manufacture of materials to be supplied by him under contract, which must by terms of contract be tested, in order that the City Engineer may arrange for testing of same at source of supply. Any materials shipped by Contractor from source of supply prior to having satisfactorily passed such testing and inspection, or prior to receipt of notice from the City Engineer that such testing and inspection will not be required, shall not be incorporated in the work without prior approval of the City Engineer and subsequent testing and inspections.

(D) Reexamination of questioned work may be ordered by the City Engineer and, if so ordered, work must be uncovered by Contractor. If such work be found in accordance with Contract Documents, the City shall pay costs of reexamination and replacement. If such work be found not in accordance with Contract Documents, Contractor shall pay such costs at his sole expense.

8.09 Soils Investigation Report

When a soils investigation report is available from the City, such report shall not be a part of the contract. Any information obtained from such report or any information given on drawings as to subsurface soil condition or to elevations of existing grades or elevations of underlying rock is approximate only, is not guaranteed, and does not form a part of the contract. Contractor is required to make a visual examination of site and must make whatever tests he deems appropriate to determine underground condition of soil. Contractor agrees that he will make no claim against the City for damages in event that during progress of the work, Contractor encounters subsurface or latent conditions at site materially differing from those shown on Drawings or indicated in specifications, or for unknown conditions of an unusual nature which differ materially from those ordinarily encountered and generally recognized as inherent in the work of the character provided for the drawings and specifications.

8.10 Compaction Tests

(A) The contractor shall perform compaction tests as required by the City Engineer, in accordance with ASTM D-1557 or California Test Method No. 216.

(B) The Contractor shall bear the total expense of all failing tests.

8.11 Cutting and Patching

(A) Contractor shall do all cutting, fitting, or patching of the work as required to make its several parts come together properly and fit to receive or be received by work of other contractors showing upon, or reasonably implied by, the drawings and specifications for the completed project, and he shall make good after them as the City Engineer may direct. All cost caused by defective or ill-timed work shall be borne by party responsible therefor.

(B) Contractor shall not endanger any work by cutting, excavating, or otherwise altering work and shall not cut or alter work of any other contractor, except with written consent of the City Engineer.

8.12 Record Keeping

(A) The Contractor shall furnish a work schedule for the project to the Engineer. **The first working day of the contract will be ten (10) calendar days from the date specified in the notice to proceed.**

9. Acceptance of Work

9.01 Fulfillment of Contract

Contractor shall, at his sole expense, protect and care for all work until the contract has been fulfilled to the satisfaction of, and the work has been accepted in writing by, the City Engineer. The date upon which the City Engineer accepts the work as complete shall be the date that the Contractor is relieved from responsibility to protect the work.

9.02 Correction of Work Before Acceptance

(A) Contractor shall promptly remove from premises all work condemned by the City Engineer as failing to conform to contract, whether or not installed or incorporated. Contractor shall promptly replace and re-execute the work to comply with the Contract Documents without additional expense to the City and shall bear the expense of making good all work of other contractors destroyed or damaged by such removal or replacement.

(B) If Contractor does not remove such condemned work within a reasonable time, fixed by written notice, the City may remove it and may store the material at Contractor's expense. If contractor does not pay expenses of such removal within ten (10) days time thereafter, the City may, upon ten (10) days written notice, sell such materials at auction or at private sale and shall account for net proceeds thereof, after deducting all costs and expenses that should have been borne by Contractor.

9.03 Deductions for Uncorrected Work

If the City deems it inexpedient to correct work injured or done not in accordance with the contract, an equitable deduction from contract price be made thereof.

9.04 Final Cleaning Up

Upon completion of the work and before acceptance and final payment shall be made, Contractor, at his sole expense, shall clean the work and all premises occupied by him in connection with the work. All rubbish, excess materials, falsework, temporary structures, tools and equipment shall be removed and all parts of the work shall be left by removal of structures shall be filled with clean suitable soil acceptable to the City Engineer.

9.05 Certificate as to Compliance with Certain Regulations

The Contractor shall file with the City Engineer, prior to the acceptance of the work, a certificate in form substantially as follows:

I (We) hereby certify that all work has been performed and materials supplied in accordance with the specifications, drawings, and Contract documents for the above work and that:

(a) No less than the prevailing rates of per diem wages as ascertained by the Director of Industrial Relations has been paid to workers employed on this work and a copy of said rates has been posted and maintained at the work site at all times during the course of the work;

(b) There have been no unauthorized substitutions of subcontractors; nor have any unauthorized subcontracts been entered into;

(c) No subcontract was assigned or transferred or performed by anyone other than the original subcontractor, except as provided in the Subletting and Subcontracting Fair Practices Act, Public Contract Code, Section 4100, et. seq.

(d) All claims for materials and labor and other services performed in connection with the Contract Documents have been paid.

9.06 Recycled Materials Certificate

The Contractor shall file with the City Engineer, prior to the acceptance of the work, a Recycled Materials Certificate. The Recycled Materials Certificate shall list all recycled materials used in connection with work or delivered off-site for recycling. Certificate shall include for each recycled material type: a) Material description, b) Material quantity, c) Method of measurement, d) Material origination location, e) Material deposition location. Certificate shall comply with all AB939 requirements.

end Section VIII - General Conditions

**ESCROW AGREEMENT FOR SECURITY DEPOSITS
IN LIEU OF RETENTION**

This Escrow Agreement is made and entered into by and between the City of Glendora, whose address is 116 E. Foothill Boulevard, Glendora, CA 91741 hereinafter called "Owner,"

_____ whose address is _____
_____ hereinafter called "Contractor" and
_____ whose address is _____
_____ hereinafter called "Escrow Agent."

For the consideration hereinafter set forth, the Owner, Contractor, and Escrow Agent agree as follows:

- (1) Pursuant to Section 22200 of the Public Contract Code of the State of California, Contractor has the option to deposit securities with Escrow Agent as a substitute for retention earnings required to be withheld by Owner pursuant to the Construction Contract entered into between the Owner and Contractor for _____ in the amount of _____ dated _____ (hereinafter referred to as the "Contract"). When Contractor deposits the securities as a substitute for Contract earnings, the Escrow Agent shall notify the Owner within 10 days of the deposit. The market value of the securities at the time of the substitution shall be at least equal to the cash amount then required to be withheld as retention under the terms of the Contract between the Owner and Contractor. Securities shall be held in the name of _____ and shall designate the Contractor as the beneficial owner.
- (2) The Owner shall make progress payments to the Contractor for such funds which otherwise would be withheld from progress payments pursuant to the Contract provisions, provided that the Escrow Agent holds securities in the form and amount specified above.
- (3) Alternatively, the Owner may make payments directly to Escrow Agent in the amount of retention for the benefit of the Owner until such time as the escrow created hereunder is terminated.
- (4) Contractor shall be responsible for paying all fees for the expenses incurred by Escrow Agent in administering the escrow account. These expenses and payment terms shall be determined by the Contractor and Escrow Agent.
- (5) The interest earned on the securities or the money market accounts held in escrow and all interest earned on that interest shall be for the sole account of Contractor and shall be subject to withdrawal by Contractor at any time and from time to time without notice to the Owner.
- (6) Contractor shall have the right to withdraw all or any part of the principal in the Escrow Account only by written notice to Escrow Agent accompanied by written authorization from Owner to the Escrow Agent that Owner consents to the withdrawal of the amount sought to be withdrawn by Contractor.
- (7) The Owner shall have a right to draw upon the securities in the event of default by the contractor. Upon seven (7) days written notice to the escrow agent from the owner of the default, the escrow agent shall immediately convert the securities to cash and shall distribute the cash as instructed by the Owner.
- (8) Upon receipt of written notification from the Owner certifying that the Contract is final and complete, and that the Contractor has complied with all requirements and procedures applicable to the Contract, Escrow Agent shall release to Contractor all securities and interest on deposit less escrow fees and charges of the Escrow Account. The escrow shall be closed immediately upon disbursement of all moneys and securities on deposit and payments of fees and charges.
- (9) Escrow Agent shall rely on the written notifications from the Owner and the Contractor pursuant to Sections 4 to 6 inclusive, of this agreement and the Owner and Contractor shall hold Escrow Agent harmless from Escrow Agent's release and disbursement of the securities and interest as set forth above.
- (10) The names of the persons who are authorized to give written notice or to receive written notice on behalf of the Owner and on behalf of the Contractor in connection with the foregoing, and exemplars of their respective signatures are as follows:

On behalf of Owner:

On behalf of Contractor:

On behalf of Escrow Agent:

 Title

 Name

 Signature

 Address

 Title

 Name

 Signature

 Address

 Title

 Name

 Signature

 Address

At the time the Escrow Account is opened, the owner and Contractor shall deliver to the Escrow Agent a fully executed counterpart of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement by their proper officers on the date first set forth above.

Owner:

Contractor:

Title:

Title:

Name:

Name:

Signature:

Signature:

[P.C.C. Section 22300]

End Section IX - Escrow Agreement

SPECIAL CONDITIONS- PART I
DEFINITION OF BID ITEMS - MEASUREMENT & PAYMENT
SERVER ROOM IMPROVEMENTS
PLAN NO. 1231

Note:

All features and details required to complete work as shown per the Plans, Specifications and Special Provisions and not specifically itemized in the Definition of Bid Items shall be considered included in and a part of the Unit Prices of all Bid Items and an aggregate of the Total Bid Amount.

CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLETE COMPLIANCE WITH LOCAL NPDES PERMIT REQUIREMENTS IN ATTEMPT TO PROTECT THE STORM DRAIN SYSTEM AND RECEIVING WATERS.

Standard Specifications

The Standard Specifications for the project shall be the Standard Specifications for Public Works Construction "Greenbook", latest edition, including all supplements thereto as written and promulgated by the Joint Cooperative Committee of the Southern California Chapter of the American Public Works Association and the Southern California District of the Associated General Contractors of California. Copies of these Standard Specifications are available from the publisher, Building News Incorporated, 1612 South Clementine Street, Anaheim, CA 92802.

The Standard Specifications set forth above control the construction materials and construction methods for this contract except as amended by the Plans, these Special Provisions or other Contract Documents. The Contractor shall comply with the Standard Specifications in addition to the general conditions set forth in the Contract Documents.

Emergency Information

The names, addresses and telephone numbers of the Contractor and Subcontractors, or their representatives shall be filed with the City Engineer, the City of Glendora Police Department, and the Los Angeles County Fire Department prior to beginning work on the project.

Construction Maintenance

The Contractor shall be required to maintain the construction area as to debris, dust control, dirt stock piling, material stock piling, etc. so as to cause the least amount of inconvenience to the public. When directed by the City's representative, the Contractor shall furnish and operate a self-loading motor sweeper with spray nozzles at least once each workday to keep paved areas acceptably clean to the satisfaction of the Inspector and the City Engineer.

**In Addition to 2-5.3 Submittals,
Contractor Submittals**

Revised 4/25/2017
SPECIAL CONDITIONS
SECTION X

In accordance with subsection 2-5.3 of the Standard Specifications, at a minimum the Contractor shall submit the following for the Engineer's approval prior to commencing any work:

- Detailed Schedule of Work
- List of Subcontractors and Suppliers (including contact names and phone numbers)
- Fixtures
- HVAC system
- Paint samples

**In Addition to 6-7.2 Working Day/Night,
Working Times**

The Contractor shall not begin work before **8:00 AM** and shall cease work by **5:00 PM** and shall not work on Saturdays, Sundays, or the following Holidays as observed by the City: New Year's Day, Birthday of Martin Luther King, Jr., President's Birthday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, day following Thanksgiving Day, and Christmas Day.

The Contractor shall limit activity that produces extremely loud noise and dust to night work only. Night work activity shall include demolition, framing, duct work, sanding and the relocation of equipment. Night hours shall be discussed prior to start of construction.

Any deviations from this schedule must have the written permission from the City Engineer.

**In Addition to 7-8.4 Storage of Equipment and Materials,
Areas for Contractor's Use**

The street right-of-way shall be used only for purposes that are necessary to perform the required work. The Contractor shall not occupy the right-of-way, or allow others to occupy the right-of-way for purposes which are not necessary to perform the required work.

Use of Contractor's work areas shall be at the Contractor's own risk, and the City shall not be held liable for any damages or loss of materials or equipment located within such areas. The Contractor shall remove all equipment, materials, and rubbish from the work areas and storage areas at the completion of its work. Any area utilized by the Contractor during its operations on the project shall be restored to a presentable and acceptable condition as directed by the City Engineer.

The Contractor shall secure at its own expense an area required for equipment and material storage, or for any other purposes.

Payment

The contract item, "SERVER ROOM IMPROVEMENTS" shall be paid for on a Lump Sum basis and shall be considered full compensation for any and all labor, material, tools, equipment, hauling, disposal, compaction, incidentals (including saw cutting), and equipment necessary to improve the Information Technology Department's server room; to accomplish the work as specified herein and no additional compensation will be allowed.

Construction

All work shall conform to 2013 California Building Code (Including 11-B), 2013 California Plumbing Code, 2013 California Electrical Code, 2011 Los Angeles Fire Code, and these Special Provisions.

Revised 4/25/2017
SPECIAL CONDITIONS

SECTION X

Measurement and Payment are as follows and in conjunction with the Construction Drawings:

Payment for the various items of the Bid Sheets, as further specified herein, shall include all compensation to be received by the Contractor for furnishing all tools, equipment, supplies, and manufactured articles, and for all professional services, labor, operations, and incidentals appurtenant to the items of work being described, as necessary to complete the various items of the Work all in accordance with the requirements of the Contract Documents, including all appurtenances thereto, and including all costs of compliance with the regulations of public agencies having jurisdiction, including Safety and Health Requirements of the California Department of Industrial Relations and the Occupational Safety and Health Administration of the U.S. Department of Labor (OSHA). No separate payment will be made for any item that is not specifically set forth in the Bid Schedule, Section III, Part 2, Unit Price List, and all costs therefor shall be included in the prices named in the Bid Schedule for the various appurtenant items of work.

ITEM 1 DEMOLITION

Remove and dispose existing T-bar ceiling. Remove doors per approved plans. Remove existing fixtures and back up HVAC split unit. Haul away debris.

On completion of work of this section and after removal of all debris, leave site in clean condition satisfactory to Project Manager.

ITEM 2 CEILING

Install drywall, mud, and paint. Install hard lid 2" x 8" ceiling joists at 16" OC 2x8 with ledger braced with Simpson hanger ties. Install new protective 18ga expanded steel mesh top of ceiling and new insulation in ceiling. Ceiling finish must be 5/8 X fire rated drywall. Install new airtight and IC rated lamp LED fixtures on same locations of existing fixtures. Fixtures need to be low profile as to not penetrate security mesh above

ITEM 3 FRAMING

All walls shall be constructed either with 2"x 4" wood studs at 16" OC, with single bottom plates and double top plates throughout. Include all framing hardware and nailing schedules per the approved plans or as required. Include king studs, trimmers and headers.

Walls shall be insulated per accordance with the California Building Code. Install R-13 fiberglass insulation in walls per the approved plans.

ITEM 4 GYPSUM BOARD

Install 5/8" type X sheet rock for all new walls, ceilings and framed areas. Tape and texture all surfaces to match adjacent surfaces. Existing walls shall be finished by skim coating as indicated per plans. All sheetrock shall be installed in accordance with manufacturer's recommendations.

All drywall shall be erected plumb, level, square, straight and true. All joints on exposed surfaces shall be flush and tight, neatly cut, and fit around openings for the work of other trades so as to leave no open joints or gaps. Drywall screws shall be spaced 6" on edges and 12" in field. Drywall shall be installed horizontally with joints staggered.

ITEM 5 **HVAC**

Install new registers and returns to existing HVAC equipment. Remove and replace back up HVAC split unit. Condensation pump to be relocated from adjacent closet to the server room.

ITEM 6 **FINISHES**

Prep, prime and paint exposed sheetrock surfaces. Painting to consist of one coat of primer and two finish coats. Paint to be Benjamin Moore or equal. Color to be selected by owner.

Floor shall be deep cleaned smooth finish with non-slip surface.

ITEM 7 **HALON SYSTEM**

Assess/modify existing Halon system to accommodate new ceiling.

ITEM 8 **MISCELLANEOUS**

Provide a temporary protective compartment to protect the servers during construction. It shall contain a ventilation system to keep servers cool and clean from debris.

Provide temporary fencing and storage bin for materials (City to provide location adjacent to City Hall). Provide temporary sanitary facilities and dumpster.

Contractor is to submit an installation schedule to be approved by the City of Glendora.

Thirty days after completion, the contractor shall inspect the work and make any adjustments as found necessary.

Contractor shall provide a written warranty to the City of Glendora for three (3) years against all defects in workmanship. Provide manufacturer's warranties to owner.

Contractor shall promptly correct all work rejected by owner for defective workmanship for three (3) years and defective materials for one (1) year after completion.

Obtain no fee permits.

PLANS

Revised 08/2012

PLANS

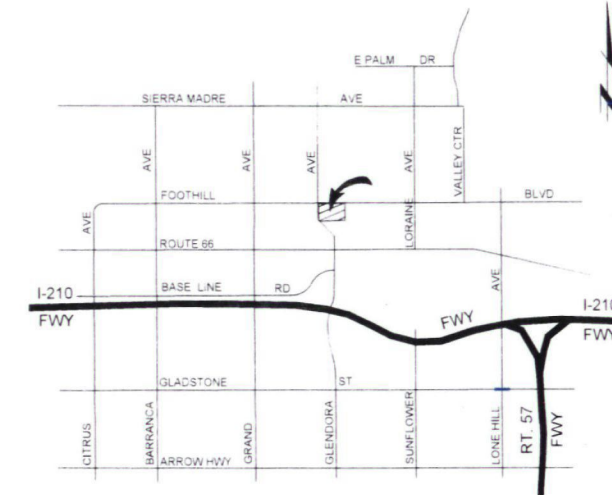
SECTION XI

Page 1

SERVER ROOM IMPROVEMENTS PLAN NO. 1231



1 SITE PLAN



PROJECT LOCATIONS

VICINITY MAP
N.T.S.

GENERAL NOTES

GENERAL NOTES

1. ALL DEMOLITION SHALL BE CARRIED OUT IN A SAFE MANNER, AND IN STRICT ACCORDANCE WITH OSHA REGULATIONS.
2. THE CONTRACTOR SHALL FIELD VERIFY THE EXTENT OF DEMOLITION. THE WORK INCLUDES, BUT IS NOT LIMITED TO, THE DEMOLITION AND REMOVAL OF FLOOR COVERINGS, DUCTS, WALLS, WINDOWS, DOORS, FIXTURES, AND ELECTRICAL ITEMS INCLUDING CONDUIT AND CEILING TILE REQUIRED FOR THE INSTALLATION OF THE NEW WORK FOR A COMPLETE JOB.
3. CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOBSITE CONDITIONS DURING THE COURSE OF THE CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, AND THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
4. EXISTING CEILING TO BE REMOVED. PROTECT ALL DUCTING, STRAPS, AND HVAC REGISTERS.
5. HVAC REGISTERS MAY REQUIRE RELOCATION PER REFLECTED CEILING PLANS. REGISTERS SHALL BE LOCATED AS CLOSE TO ORIGINAL LOCATION AS POSSIBLE.
6. FLUORESCENT LIGHT FIXTURES SHALL BE REMOVED AND SALVAGED. ALL ELECTRICAL CONDUIT SHALL BE REMOVED AND WIRES SHALL BE TEMP. RELOCATED AS REQUIRED. DELIVER SALVAGED FIXTURES TO STREETS YARD.
7. PROVIDE ATHENS DUMPSTER, CONSTRUCTION FENCING, TEMP. TOILET, AND PROTECT DOWNSTREAM INLETS.

GENERAL NOTES

1. ALL FINISHES ARE SUBJECT TO APPROVAL BY THE BUILDING OFFICIAL - VERIFY APPROVALS w/ DESIGN PRIOR TO PURCHASE OF ANY MATERIALS.
2. PAINT ON ALL WALLS SHALL BE OVER A SMOOTH WALL PREPARATION.

DEMOLITION NOTES

1. REMOVE EXISTING T-BAR CEILING, LIGHTS, AND HVAC
2. REMOVE DOOR OPENING THAT LEADS FROM SERVER ROOM TO FRIENDS FOUNDATION ROOM.
3. REMOVE ACCESS DOOR THAT LEADS FROM SERVER ROOM TO LIBRARY BREAK ROOM HALL WAY.

CONSTRUCTION NOTES

1. INSTALL 2X2 FRAMING, DRYWALL, MUJ, AND PAINT
2. INSTALL NEW PROTECTIVE 18ga EXPANDED STEEL MESH TOP OF CEILING
3. INSTALL NEW AIRTIGHT & I.C. RATED LAMP LED FIXTURES. (FIXTURES NEED TO BE LOW PROFILE AS TO NOT PENETRATE SECURITY MESH ABOVE)
4. EXISTING WALLS SHALL BE FINISHED BY SKIM COATING OVER WALLPAPER & PREPARED FOR PAINT
5. INSTALL NEW REGISTERS AND RETURN TO EXISTING HVAC EQUIPMENT.
6. INSTALL INSULATION IN CEILING (CEILING FINISH MUST BE 5/8 X FIRE RATED DRYWALL)

CONTRACTOR NOTICE
NO FIELD CHANGES
ALLOWED WITHOUT PRIOR APPROVAL OF THE CITY ENGINEER

WHERE FIELD CONDITIONS NECESSITATE A DEVIATION FROM OR MODIFICATION TO THE APPROVED PLAN, THE CONTRACTOR SHALL STOP ALL WORK RELATED TO OR AFFECTED BY SAID FIELD CONDITIONS. THE PROJECT ENGINEER SHALL SUBMIT DESIGN REVISIONS TO THE CITY ENGINEER FOR REVIEW AND OBTAIN APPROVAL PRIOR TO RESUMING CONSTRUCTION.

SHEET INDEX

SHEET	SHEET NAME
1	SITE PLAN AND PROJECT DATA
2	GENERAL NOTES
3	DEMOLITION/FLOOR PLANS

SYMBOL AND ABBREVIATIONS

ABV	ABOVE	#	INDICATES PLAN NOTE NUMBER SEE PLANS
ASPH	ASPHALT	■	INDICATES (N) 2X STUD WALL NON RATED WALL
BLW	BELOW	□	LIGHT FIXTURE
BLDG	BUILDING	#	DETAIL - # REFERS TO DETAIL # SHT REFERS TO SHEET #
CLF	CHAIN LINK FENCE	P#	PAINT SYMBOL REFER TO WALL FINISH SCHEDULE
CLR	CLEAR	FRP	FINISH SYMBOL REFER TO FINISH SCHEDULE
CONC	CONCRETE	C#	FLOOR SYMBOL REFER TO FINISH FLOOR SCHEDULE
CONT	CONTINUOUS		
DIA	DIAMETER		
ELECT	ELECTRICAL		
ELEV	ELEVATION		
EX	EXISTING		
FF	FACE OF FRAMING FINISH		
FOS	FACE OF STUD		
FP	FINISH PAVEMENT		
FL	FLOW LINE		
FLR	FLOOR		
FD	FLOOR DRAIN		
FT G	FOOTING		
GYP BD	GYPSUM BOARD		
GP	GUARD POST		
INV	INVERT		
LAV	LAVATORY		
MAX	MAXIMUM		
MIN	MINIMUM		
MISC	MISCELLANEOUS		
NG	NATURAL GROUND		
NTS	NOT TO SCALE		
REQ D	REQUIRED		
RW	RIGHT OF WAY		
RO	ROUGH OPENING		
SHT G	SHEATHING		
SP	SIGN POST		
SQ	SQUARE		
SF	SQUARE FEET		
TWC	TOP OF WALL CONCRETE		
TC	TOP OF CURB		
TB	TOP OF BERM		
TYP	TYPICAL		
UNO	UNLESS NOTED OTHERWISE		
VLT	VAULT		
WTR	WATER		
WV	WATER VALVE		

CITY/AGENCY NOTIFICATION

PUBLIC WORKS DEPARTMENT	(626) 914-8246
ENGINEERING DIVISION - PROJECT COORDINATOR	(626) 914-8253
CITY OF GLENDORA BUILDING & SAFETY DIVISION	(626) 914-8222
CITY OF GLENDORA COMMUNITY SERVICES DEPARTMENT	(626) 914-8228
CITY OF GLENDORA WATER DIVISION	(626) 914-8246
POLICE DEPARTMENT (24 HR EMERGENCY)	(626) 914-8250
FIRE DEPARTMENT (CONSTRUCTION NOTIFICATION)	(626) 963-1821
SOUTHERN CALIFORNIA EDISON	(909) 592-3772
VERIZON	(626) 813-4512
SOUTHERN CALIFORNIA GAS CO	(818) 701-2516
TIME WARNER CABLE	(626) 914-4382/252
SCRAMMITA 24 HR EMERGENCY	(888) 446-9721
LA COUNTY PUBLIC WORKS FLOOD CONTROL - LONGDEN YARD	(626) 445-7630

PROJECT DATA

OWNER	CITY OF GLENDORA 116 E FOOTHILL BLVD GLENDORA, CA 91741
PROJECT DESCRIPTION	IMPROVEMENTS TO ENHANCE SECURITY FOR THE INFORMATION TECHNOLOGY SERVER ROOM
ADDRESS	PUBLIC LIBRARY - IT SERVER ROOM 140 S GLENDORA AVE GLENDORA, CA 91740
CONSTRUCTION	IMPROVEMENTS
ZONING	TCMU
APN	9638-027-908
LOT SIZE	N/A AC
BUILDING DATA	
EXISTING SERVER ROOM	301 S F
TOTAL	301 S F
PROPOSED (N)	
SERVER ROOM	301 S F
TOTAL	301 S F

PROJECT DATA

No	DESCRIPTION	Appr	Date

REVISIONS

CITY OF GLENDORA **Engineering Division**

SERVER ROOM IMPROVEMENTS

TITLE SHEET

Plan No.	1231	Scale	NTS
Drawn By	UB	Sheet	1 of 3
Date	2/2017	File No	



CONSTRUCTION NOTES

1. IT SHALL BE THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO COMPLY WITH ALL CITY ORDINANCES AND SPECIFICATIONS FOR THE PROJECT.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
4. ALL DIMENSIONS SHALL BE TO FACE UNLESS SPECIFICALLY NOTED OTHERWISE.
5. THE INFORMATION CONTAINED WITHIN THE CONTRACT DOCUMENTS IS TO BE USED AS A GUIDE ONLY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
6. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
7. BUILDING CONSTRUCTION IS DESIGNED TO CONFORM TO THE REQUIREMENTS OF THE U.S.C. 1989 EDITION. THE REQUIREMENTS OF THE CALIFORNIA ADMINISTRATIVE CODE, TITLE 24, THE CALIFORNIA BUILDING CODE, SHALL BE APPLIED TO ALL CONSTRUCTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
10. ALL INTERIOR FINISHES SHALL CONFORM WITH THE STATE FIRE MARSHAL'S FLAME SPREAD RATING REQUIREMENTS AND SPEC. CHAP. 8.
11. VERIFY DIMENSIONS AND LOCATIONS OF ALL OPENINGS, BESSS AND SPECIAL REQUIREMENTS FOR THE PROJECT.
12. PROVIDE ALL NECESSARY BLOCKING, BRACING, PLATES, FRAMING, AND OTHER STRUCTURAL REQUIREMENTS FOR THE PROJECT.
13. ALL STRUCTURE IN PUBLIC VIEW SHALL BE NON-GLAZED AND COMPLY WITH THE CITY OF GLENENDORA'S SIGNAGE AND LIGHTING ORDINANCES.
14. ALL EXTERIOR WALLS INCLUDING EXTERIOR WALLS OF PAIR OF DOOR SHALL BE CONSTRUCTED TO RESIST A MINIMUM OF 150 PSF OF UNIFORM LOAD AND 10 PSF OF POINT LOAD.
15. PROVIDE SCHEDULED CEILING, FURRED JOISTS AND WIRE CHASES AS NOTED, UNLESS OTHERWISE SPECIFIED.
16. RETROFITTING OF EXISTING STRUCTURE SHALL BE TO MEET THE REQUIREMENTS OF THE U.S.C. 1989 EDITION.
17. PROVIDE FLOOR FINISHES TO CONFORM WITH THE REQUIREMENTS OF THE U.S.C. 1989 EDITION.
18. ALL EXTERIOR WALL DIMENSIONS ARE TO FACE OF STUD (FOS).
19. TYPICAL DETAILS SHALL APPLY UNLESS SPECIFICALLY NOTED OTHERWISE.
20. NOT USED.
21. FINISH FLOOR ELEVATIONS REFER TO TOP OF CONCRETE SLAB UNDER CARPET OR RESILIENT FLOORING OR AS NOTED OTHERWISE.
22. REFER TO CIVIL STRUCTURAL, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL NOTES.
23. FIRE ALARM NOTICES.
24. INSTALLATION OF ELEVATOR GUARDRAILS AND SUPPORTING BRACKETS SHALL NOT BE STARTED UNTIL GUARDRAIL PLANS AND SPECIFICATIONS ARE APPROVED BY THE DIVISION OF CONSTRUCTION.
25. CONTRIBUTOR SHALL COORDINATE LOCATION OF STRUCTURAL PLUMBING SEWERING AND ELECTRICAL WITH OTHER TRADES.
26. ALL WORK SHALL CONFORM TO TITLE 24, CALIFORNIA CODE OF REGULATIONS (CCR). SEE SHEET C-3.

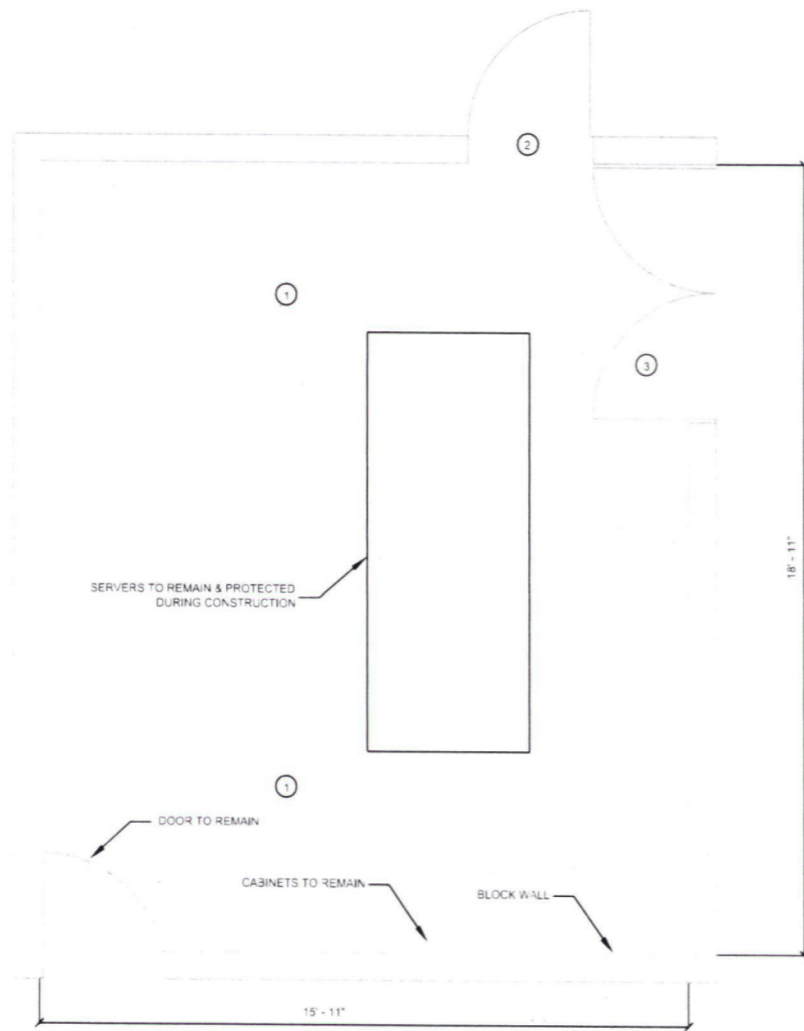
27. CHANGES TO THE APPROVED DRAWINGS AND SPECIFICATIONS SHALL BE MADE BY AN AMENDMENT OF THE STATE ARCHITECT, AS REQUIRED BY SECTION 49002, PART 1, TITLE 24, CCR.
28. NOT USED.
29. PROVIDE PROPER SIGNAGE AND CALLING TO ALL BUILDING AND ELECTRICAL CONTRACTS AND PERMITS THROUGHOUT THE PROJECT.
30. CONTRACTOR SHALL COORDINATE ALL UNDERGROUND UTILITIES WITH ALL NEARBY UTILITIES AND BUILDING FOOTING, FOUNDATION, PILES, COULM FOUNDATIONS AND BUILDING FOUNDATIONS.
31. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF GLENENDORA AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AND THE CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS (DIR).
32. CONTRACTOR IS RESPONSIBLE FOR PLACING AND REPAIRING ALL STRUCTURAL CONCRETE AND REINFORCING BARS.
33. REFER TO SHEET 011 FOR GENERAL BUILDING LOCATION UNLESS OTHERWISE NOTED.
34. UNLESS OTHERWISE NOTED, SLOPE FRESH GRADE AWAY FROM BUILDING AT 1/4" PER 1'.
35. CONSULT ARCHITECTURAL FLOOR PLANS FOR FINAL PLANT LAYOUT.
36. UNLESS OTHERWISE NOTED, PROVIDE 1/2" MINIMUM AND 3/4" MAXIMUM JOINTS FOR CONCRETE JOINTS IN WALLS SHALL BE WITH 1/2" MINIMUM JOINTS IN CONCRETE PAVED AREAS.
37. PROVIDE 1/2" MINIMUM JOINTS IN CONCRETE PAVED AREAS.
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44. PROVIDE 1/2" MINIMUM JOINTS IN CONCRETE PAVED AREAS.

1. Each lot or parking structure where parking is provided for accessible parking shall be provided with a minimum of 2% accessible parking.
2. Accessible parking spaces shall be provided in a ratio of 1:50 for all new parking spaces.
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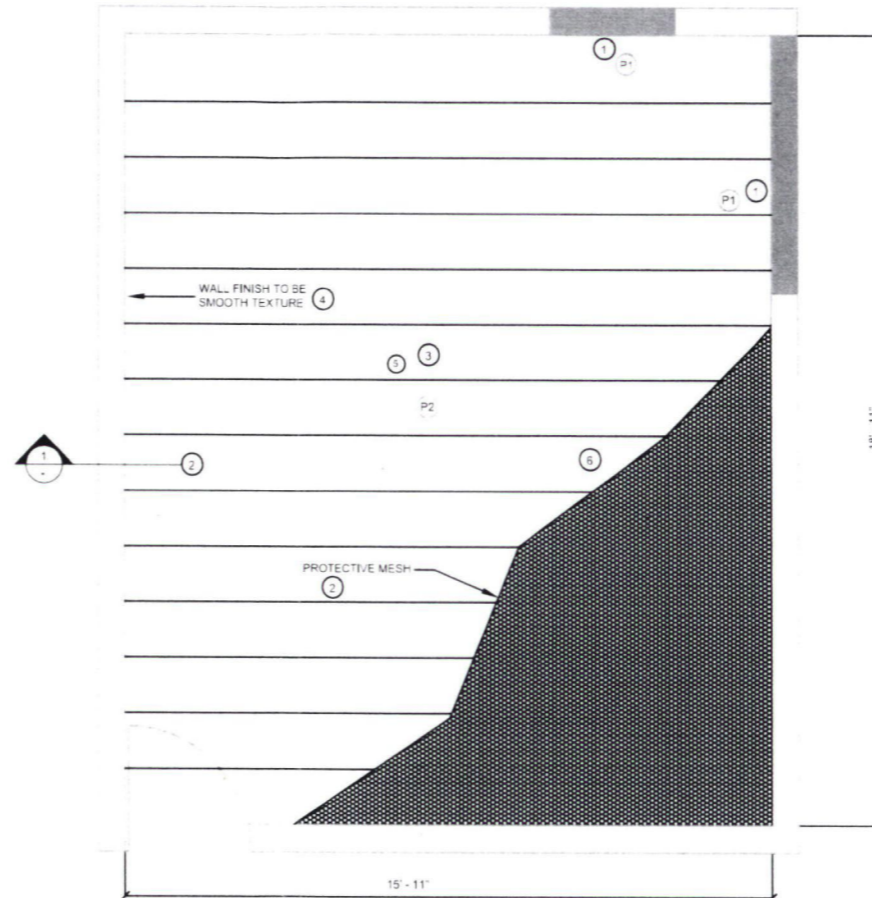
1. RAMP: ANY PAIR OF RAMP SHALL BE CONSIDERED A RAMP IF ITS SLOPE IS GREATER THAN 1:20 OR HORIZONTAL RAMP.
1. THE MAXIMUM SLOPE FOR RAMP SHALL BE 1:12 OR 8.33%.
2. THE WIDTH OF RAMP SHALL BE NO GREATER THAN 1:50.
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1. During periods of rainfall or unexcused use of a building or facility, the entrance used for persons with disabilities shall be accessible to all users by persons with disabilities.
2. Accessible parking spaces shall be provided in a ratio of 1:50 for all new parking spaces.
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1. A curb ramp shall have a detectable warning. The detectable warning shall be a minimum of 24 inches wide and 48 inches long.
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1 DEMOLITION PLAN
1/2" = 1'-0"

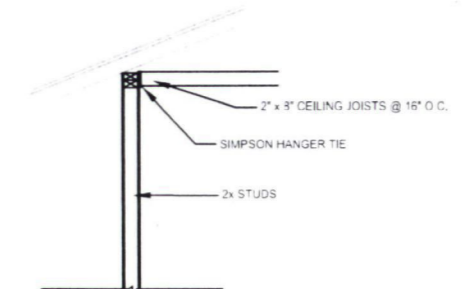


1 FLOOR PLAN
1/2" = 1'-0"

PAINT FINISH SCHEDULE		
SYMBOL	ITEM	SPECIFICATIONS / COMMENTS
P1	PAINT 1	COLOR TO BE DETERMINED BY THE PROJECT MANAGER WALLS DOORS
P2	PAINT 2	COLOR TO BE DETERMINED BY THE PROJECT MANAGER CEILING

WALL LEGEND

INDICATES (E) 2X STUD WALL,
NON RATED WALL



2 FRAMING
DETAIL

GENERAL NOTES

1. ALL FINISHES ARE SUBJECT TO APPROVAL BY THE BUILDING OFFICIAL - VERIFY APPROVALS w/ DESIGN PRIOR TO PURCHASE OF ANY MATERIALS.
2. PAINT ON ALL WALLS SHALL BE OVER A SMOOTH WALL PREPARATION.

DEMOLITION NOTES

1. REMOVE EXISTING T-BAR CEILING, LIGHTS AND HVAC
2. REMOVE DOOR OPENING THAT LEADS FROM SERVER ROOM TO FRIENDS FOUNDATION ROOM.
3. REMOVE ACCESS DOOR THAT LEADS FROM SERVER ROOM TO LIBRARY BREAK ROOM HALLWAY.

CONSTRUCTION NOTES

1. INSTALL 2X2 FRAMING, DRYWALL, MUD AND PAINT
2. INSTALL NEW PROTECTIVE 18ga EXPANDED STEEL MESH TOP OF CEILING
3. INSTALL NEW AIRTIGHT & I.C. RATED LAMP LED FIXTURES. (FIXTURES NEED TO BE LOW PROFILE AS TO NOT PENETRATE SECURITY MESH ABOVE)
4. EXISTING WALLS SHALL BE FINISHED BY SKIM COATING OVER WALLPAPER & PREPARED FOR PAINT
5. INSTALL NEW REGISTERS AND RETURN TO EXISTING HVAC EQUIPMENT.
6. INSTALL INSULATION IN CEILING (CEILING FINISH MUST BE 5/8 X FIRE RATED DRYWALL)



CITY OF GLENDORA		Engineering Division
SERVER ROOM IMPROVEMENTS		
DEMO/FLOOR PLAN		
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N.P.D.E.S. Specifications
SERVER ROOM IMPROVEMENTS
PLAN NO. 1231

The City of Glendora complies with and enforces all Los Angeles County Construction Activity BMP's for storm water pollution prevention relating to public agency activities. The Contractor shall refer to the California Storm Water Best Management Practice Handbooks and the Los Angeles County Department of Public Works Best Management Practices Handbook for Construction Activities. Contractor shall be responsible for complete compliance with local NPDES Permit requirements in attempt to protect the Storm Drain System and receiving waters. The following is a brief list of BMP's from the Construction Handbook for reference purpose, but not limited to:

<i>SE-7</i>	<i>Street Sweeping and Vacuuming</i>
<i>SE-8</i>	<i>Sandbag Barrier</i>
<i>NS-3</i>	<i>Paving and Grinding Operations</i>
<i>NS-8</i>	<i>Vehicle and Equipment Cleaning</i>
<i>NS-9</i>	<i>Vehicle and Equipment Fueling</i>
<i>NS-10</i>	<i>Vehicle and Equipment Maintenance</i>
<i>WM-1</i>	<i>Material Delivery and Storage</i>
<i>WM-2</i>	<i>Material Use</i>
<i>WM-3</i>	<i>Stockpile Management</i>
<i>WM-4</i>	<i>Spill Prevention and Control</i>
<i>WM-5</i>	<i>Solid Waste Management</i>
<i>WM-8</i>	<i>Concrete Waste Management</i>
<i>WM-9</i>	<i>Sanitary/Septic Waste Management</i>

PLEASE NOTE THAT THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION WITH ATHENS DISPOSAL (626-336-6100) REGARDING THE SCHEDULING OF TRASH PICK-UP AND RESTRICTIONS OF THOSE VEHICLES.

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