



GEORGIA

Department of Purchasing

REQUEST FOR PROPOSAL

Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation

The prime consultant and all sub-consultants shall be pre-qualified by GDOT in all areas for which they are proposing to do work

RFP No. 05RFP7401K

Fulton County Project No. T179

Fulton County Department of Public Works

Pre Proposal Conference Date: 2:00 PM, Monday, November 8, 2004

Proposal Due Date: 11:00 AM, Monday, November 22, 2004

LOCATION: FULTON COUNTY DEPARTMENT OF PURCHASING
130 PEACHTREE STREET, S.W., SUITE 1168
ATLANTA, GEORGIA 30303

THE CONTRACTOR'S ATTENTION IS DIRECTED TO THE SPECIAL PROVISION MODIFYING SECTION 108, PROSECUTION AND PROGRESS, OF THIS DOCUMENT CONCERNING STATE LAW O.C.G.A. - 43-14-1 ET. SEQ. RELATIVE TO CONTRACTOR LICENSING REQUIREMENTS.

Procedural Point of Contact: Joyce Daniel, 404-730-5824

NO-BID VENDOR RESPONSE QUESTIONNAIRE

NOTE TO VENDOR:

PLEASE RESPOND TO THE ATTACHED BID, EVEN IF YOUR COMPANY'S RESPONSE IS A "**NO-BID**". COMPLETION OF THIS FORM IS NOT REQUIRED, IT IS OPTIONAL. WE ARE VERY INTERESTED IN ENSURING THAT OUR BIDS ARE NON-RESTRICTIVE AND THAT NO BIDDER IS ELIMINATED ARBITRARILY. IT IS THE COUNTY'S INTENT TO ABOLISH ANY AND ALL BARRIERS TO ITS' PROCUREMENT PROCESS WHICH PREVENTS INTERESTED AND QUALIFIED BIDDERS FROM PARTICIPATING.

SHOULD YOU RESPOND WITH A "**NO-BID**", PLEASE EXPLAIN WHY.

EXAMPLES ARE:

- (1) OUR COMPANY CANNOT MEET THESE SPECIFICATIONS BECAUSE YOU REQUIRE:

- (2) OUR COMPANY CANNOT COMPETITIVELY BID ON THIS PRODUCT OR SERVICE BECAUSE:

- (3) OTHER:

YOUR RESPONSE WILL BE GIVEN CAREFUL CONSIDERATION AND INCLUDED IN THE BID FILE WITH OTHER VENDOR COMMENTS. IF IT APPEARS, FROM THE FEEDBACK RECEIVED, THAT THE SPECIFICATIONS ARE RESTRICTIVE YOUR INPUT WILL HELP THE COUNTY MAKE THE NECESSARY CHANGES SO THAT A GREATER NUMBER OF INTERESTED BIDDERS ARE INCLUDED. YOUR INPUT IS NEEDED, IT WILL MAKE A DIFFERENCE!

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NOTICE TO PROPOSER

A . PROJECT NAME AND IDENTIFICATION NUMBER

The project title for which a proposal is being requested is the **Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation**. The project designation number under the Capital Improvements Program in Fulton County is Project No. **T179**.

B. DESCRIPTION OF PROJECT

The proposed project as described in Exhibit H is not Federally funded.

The project requires coordination with the County, and shall follow the most current Georgia DOT Plans Preparation Guide and Specifications.

This project consists of providing the engineering services, furnishing of materials, construction, and completion in every detail of the work described in this contract. The Design-Build Contractor shall furnish all engineering and all of its associated direct and indirect costs, construction labor, materials, equipment, supervision, tools, transportation, and supplies required to complete the work in accordance with the requirements of the Contract Documents.

The Design-Build Contractor shall prepare and submit to the Engineer for approval, a traffic signal installation plan and other documents described herein.

C. PROPOSAL DUE, November 22, 2004 at 11:00 A.M local time.

Fulton County, through the FULTON COUNTY DEPARTMENT OF PURCHASING, solicits proposals for services outlined in the attached Scope of Services. Proposals will be received in the office of the Purchasing Agent, **Fulton County Public Safety Building, Suite 1168, 130 Peachtree Street, S.W., Atlanta, Georgia 30303, until 11:00 A.M., local time on November 22, 2004.**

D. DELIVERY REQUIREMENTS

Any proposals received after the above stated time and date will not be considered. It shall be the sole responsibility of the Proposer to have his/her proposal delivered to the Fulton County Department of Purchasing for receipt on or before the above stated time and date. If a proposal is sent by U.S. Mail, the Proposer shall be responsible for its timely delivery to the Department of Purchasing. Proposals delayed by mail will not be considered, shall not be opened, and arrangements shall be made for their return at the Proposer's request and expense.

E. SITE VISITS AND PRE-PROPOSAL CONFERENCE

The Pre-Proposal Conference for this project will be held at time Monday, November 8, 2004 at 2:00 pm local time.

The address will be:

Department of Purchasing
130 Peachtree Street, S.W.
Suite 1168
Atlanta, GA 30303

It is the proposers responsibility to familiarize themselves with the project site. There will be no formal site visits planned.

F. NO CONTACT DURING PROCUREMENT; EXCEPTIONS

In accordance with Fulton County Policy & Procedure 800-9, no person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any County officer, elected official, employee, or designated County representative, between the date of the issuance of this solicitation and the date of the County Manager's recommendation to the Board of Commissioners for award of the subject contract, except as may otherwise be specifically authorized and permitted by the terms and conditions of this solicitation.

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All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the Purchasing Agent.

Any violation of this prohibition of the initiation or continuation of verbal or written communications with County officers, elected officials, employees, or designated County representatives shall result in a written finding by the Purchasing Agent that the submitted bid or proposal of the person, firm, or entity in violation is not responsive, and same shall not be considered for award.

Between the date of the issuance of any solicitation of bids or proposals for County contracts and the date of the County Manager's recommendation to the Board of Commissioners for award of the subject contract, no County officer, elected official, employee, or designated County representative, except in the course of carrying out obligations as a member of or a designated advisor to a vendor selection committee acting in accordance with the terms and conditions of the solicitation, shall initiate or continue any verbal or written communications regarding the solicitation with any person, firm, or business entity, however situated or composed, or any such representative of same, who the officer, elected official, employee, or representative knows or should have known has obtained a copy of the solicitation and either has submitted or may submit a bid or proposal; provided, further, except for members of or designated advisors to a vendor selection committee, no County officer, elected official, employee, or designated County representative shall contact any member of such a vendor selection committee regarding a pending solicitation between the date of the issuance of the solicitation and the date of the County Manager's recommendation to the Board of Commissioners for award of the subject contract, and all inquiries during this period regarding the solicitation shall be directed to the Purchasing Agent.

G. CLARIFICATION AND ADDENDA

Information regarding the proposal, either procedural or technical, may be obtained by contacting Joyce Daniel (404) 730-5824, Fulton County Department of Purchasing. Information regarding the proposal requirements may be obtained by using the following procedure. Inquiries must be submitted in writing to:

Department of Purchasing
Attn: **Joyce Daniel**, APA
Fulton County Public Safety Building
130 Peachtree Street S.W., Suite 1168
Atlanta, GA 30303
Phone: (404) 730-5800
Fax: (404) 730-0358

The last day of inquiries will be Friday, November 12, 2004 at 5:00 pm local time. Only communications that are in writing and signed will be recognized by the County. All inquiries must include name of the proposal and the proposal RFP number. The County shall not be responsible for oral interpretations given by any County Employee, representative or others. The issuance of an addendum is the only official method whereby interpretation, clarification or additional information can be given.

If any addenda are issued to this request for proposal, the County will attempt to notify all prospective proposers who have secured same; however, it shall be the responsibility of each proposer, prior to submitting the proposal, to contact the Fulton County Department of Purchasing at (404) 730-5800 to determine if addenda were issued and to make such addenda a part of the proposal.

H. SEALED AND MARKED

One signed original and **Six** (6) copies of the **technical proposal**, shall be submitted in one (1) sealed package. One (1) original and two (2) copies of the **cost proposals** shall be submitted in one (1) sealed package. One (1) original and one (1) copies of the **financial data**, shall be submitted in one (1) sealed package. One (1) original and one (1) copies of the **Contract Compliance** Forms, shall be submitted in one (1) sealed package. Each sealed package must be clearly labeled and each package shall be clearly marked on the outside: **"Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation - RFP No. 05RFP7401K"** and addressed to:

Fulton County Department of Purchasing
Public Safety Building
Attn: Joyce Daniel
130 Peachtree Street, S.W., Suite 1168
Atlanta, Georgia 30303

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Proposals shall be publicly received, with only the names of the proposers disclosed at the above stated date and time. Prospective proposers are encouraged to register their firms on Fulton County's official bidders list. Registration can be obtained from the Fulton County Department of Purchasing (404) 730-5800.

I. LEGAL NAME

Proposals shall clearly indicate the legal name, address, and telephone number of the proposer (company, firm, partnership, individual). Proposals shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to bind the proposer to the submitted proposal.

J. PROPOSAL EXPENSES

All expenses for making proposals to the County are to be the responsibility of the proposer.

K. IRREVOCABLE OFFER

Any proposal may be withdrawn up until the date and time set above for receipt of the proposals. Any proposals not so withdrawn, after the due date and time, shall constitute an irrevocable offer for a period of sixty (60) days to furnish Fulton County with the services set forth in the attached Scope of Work until a proposal has been duly submitted and accepted by the Fulton County Board of Commissioners. Board action on proposals will normally be taken within sixty (60) days of receipt of proposal; however, no guarantee or representation is made herein as to the time between receipt of proposal and subsequent Board action. County reserves the right to request an extension of the irrevocable offer with the written consent of the proposers.

L. RESERVED RIGHTS

The County reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response that is received may or may not be rejected by the County depending on available competition and timely needs of the County. There is no obligation on the part of the County to award the contract to the proposer providing the lowest cost proposal and the County reserves the right to award the contract to the responsible proposers submitting responsive proposals with resulting agreements most advantageous and in the best interest of the County. The County shall be the sole judge of the proposals and the resulting agreements that are in its best interest and its decision shall be final.

M. APPLICABLE LAWS

All applicable laws and regulations of the State of Georgia and ordinances and regulations of Fulton County shall apply. Protestors shall seek resolution of their complaints in the manner provided in the Fulton County Code of Laws §2-324, which is incorporated by reference herein.

N. CONTRACT DOCUMENT

The agreement or contract resulting from the acceptance of a proposal shall be the contract agreement document in the format form and content contained herein, except the County Attorney has the unilateral right to modify this agreement, as may be necessary.

O. INSURANCE REQUIREMENTS

Insurance shall be provided as stipulated in the contract agreement contained herein.

P. INFORMATION TO BE SUBMITTED

Failure to submit any required data item shall be cause for rejection. Proposers shall not submit data other than defined herein. In addition to the data described below, proposer may provide section dividers, a front and back cover, a table of contents, and a cover letter, which may serve as an introduction to the proposal. A page refers to one side of a single 8 ½ inch x 11 inch page. Text shall be minimum 12 point.

Proposal information shall include:

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1. **Organization Description**

Provide an organizational chart and a short resume of the organization. Indicate key individuals and all sub-consultants proposed to be utilized on this project. Identify all eligible MFBE certified by the Fulton County Department of Contract Compliance. **The prime consultant and all sub-consultants shall be pre-qualified by GDOT in all areas for which they are proposing to do work.** Include GDOT pre-qualification forms in the proposal.

2. **Sub-consultant Resumes**

Provide a one-page resume on each sub-consultant firm proposed to be utilized on the project.

3. **Related Experience and Performance**

Provide a description of experience the firm has had with projects similar to the Project described herein. For each project, include contact person, name of project and telephone number, other than members of your firm that can be contacted regarding these projects.

4. **Key Personnel Experience and Availability**

Provide a summary of those personnel anticipated to be assigned to the project and the percentage of their time available to commit to the project during performance of assigned tasks. Resumes (not to exceed 2 pages in length each) shall be provided for all key personnel, including Project Manager and all discipline lead engineers. By submitting specific resumes, the Proposer indicates agreement, unless prevented by circumstances beyond your control, to retain these personnel on the project, Sub-Consultants and Prime, until all work under this contract is complete. These individuals as a minimum shall work out of the local office and reside in the Metropolitan Atlanta area during the course of their involvement on this project. Fulton County will not pay direct cost for the relocation, temporary housing, or subsistence of staff assigned to this project.

5. **Project Approach**

Demonstrate and provide a description of how you will perform tasks within the 120 calendar day schedule. Provide a description of recommended enhancements or improvements to the scope of services as presented. Elaborate on those areas where better definition will provide the greatest potential benefit to the project. The approach discussion should include details regarding any unique knowledge or expertise your firm has with the separate project areas. Explain how such knowledge or experience would benefit the project.

6. **Proximity of Office to Project Site**

Provide the normal office location where work on this project will be performed.

7. **Financial Responsibility** (Two copies of information in separate sealed envelope with price proposal) Financial statement are not to be submitted in same envelope as the cost proposal forms.

Provide copies of the most recent year-end audited financial statement of the firm along with financial references.

8. **Cost Proposal and Schedule of Billing Rates** (Provide original and two copies in a separate sealed envelope, no limits on document size).

Along with the Engineering Fee Proposal, the proposer shall attach a schedule for billing rates by labor category to be utilized on each line item during the course of the project. Billing rates for subtask are also to be included. The estimated man-hours shall be multiplied by the appropriate labor rate to determine the estimated project cost. Proposer shall provide the overhead rate that includes all fringe benefits as a percentage of base salary (without fringes) and the profit percentage used in calculating standard billing rates. This is to be provided for the Prime Consultant as well as each Sub-consultant. Computer usage is to be included in the overhead rate and will not be considered as a direct expense. No markup is to be provided on expenses, sub-consultants or other non-labor costs. Proposer shall provide a list of spending categories, i.e., printing, travel, phone, fax, mail, delivery charge, contract employees, etc. for each task identified in the proposal.

9. **Equal Business Opportunity Plan (EBO Plan):** In addition to the proposal submission requirements, each vendor **must** submit an Equal Business Opportunity Plan (EBO Plan) with the Proposal. The respondent **must** outline a plan of action to encourage and achieve diversity and equality in the available procurement and contracting opportunities with this solicitation. The Plan should be designed to enhance the utilization

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of racial gender or ethnic groups.

The Plan **must** identify and include:

1. Potential opportunities within the scope of work of this solicitation that will be afforded to racial, gender or ethnic groups for participation in the solicitation.
2. Efforts that will be identified to encourage and solicit small, minority and female businesses for opportunities within this solicitation.

Fulton County encourages joint ventures, teaming, partnering and mentor-protégé relationship with small, minority and female businesses in an effort to achieve contracting and procurement diversity.

10. Required Affidavits and/or Forms

Proposer shall provide the following executed affidavits as appropriate:

- Receipt of Addenda
- Certificate of Acceptance of Proposal Requirements
- Non-Collusion Affidavit of Proposer
- Non-Collusion Affidavit of Subcontractor
- Certificate Regarding Debarment
- Promise of Non discrimination (Exhibit A)
- Employment Report (Exhibit B)
- Schedule of Intended Subcontractor Utilization (Exhibit C)
- Letter of Intent to Perform as a Subcontractor (Exhibit D)
- Declaration regarding subcontracting practices (Exhibit E)
- Form 99 – Fulton County Purchasing General Requirements
- Equal Business Opportunity Plan
- Joint Venture Disclosure Affidavit (Exhibit F) if applicable
- Notice of Professional Consultant Qualification issued by GDOT in accordance with GDOT's Policy and Procedure Statement 4020-2

R. EVALUATION & SELECTION CRITERIA

A duly appointed Selection Committee shall rank the proposals and make recommendation to the Board of Commissioners for award of the contract. Determinations shall be based on the following criteria and relevant weights of importance.

1. Experience: (20 points max)

Related Experience and Performance in projects of similar design should be demonstrated. In addition, proposers should have familiarity with proposed projects through FY2020 in the comprehensive transportation plans of the Atlanta Regional Commission and Fulton County. Proposers should provide client references (name, title, address, phone numbers, list of work completed for the client, minimum of four clients other than Fulton County). (2 pages maximum).

2. Organization and Experience of Proposed Staff: (25 points max)

Provide an organizational chart for your team, clearly indicate company name, principal in charge and project manager(s) assigned with the overall project coordination (2 pages maximum).

Provide resumes of assigned staff to the project and availability of personnel and other commitments for full time participation for the proposed project (2 pages maximum).

3. Project Approach: (25 points max)

Provide a project approach work plan summarizing the teams quality control and methods for coordination. Describe the schedule of control you will provide in developing this project on schedule (2 pages maximum).

4. Cost Proposal: (20 points max)

Consultant shall submit cost of proposal in separate sealed envelope. The envelope shall include the RFP number on the outside of the envelope, prime respondents name, and proposal date. In addition to the cost proposal, consultants shall show the positions and hourly rates for all employees that may be assigned to the project, including the labor unit cost, multipliers, overhead and profit.

5. Location of Firm: (10 points max)

Location of firm and local preference policy, indicate the location of consultants office (address and county). The county has a policy of local preference to vendors that desire to do business with Fulton County. Only those firms with an office in Fulton County shall receive 10 points.

Joint ventures, if the proposal is a joint venture and one of the joint venture members' addresses is in Fulton County, the policy may be applied and the 10 points awarded.

Failure to submit financial responsibility information as required may result in the proposer being deemed non-responsive and their proposal removed from consideration. (See Item P.)

Discussions may be made by the purchasing agent, in conjunction with the user department, with responsible proposers who submit proposals determined by the purchasing agent, and upon written recommendation of the Public Works Department, to be reasonably susceptible of being selected for award; such discussions shall be for the purpose of clarification to assure full understanding of the responsiveness to the solicitation requirements. Fulton County reserves the right, at its sole discretion, to have your company and every proposer on this project come in for discussion.

Proposers who make offers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals; and such revisions may be permitted after submission and prior to award for the purpose of obtaining the best and final offers; provided that the County may reject all proposals if it shall deem it for the best interest of the County to do so. Proposers are not to initiate the above discussions unless and when so notified by the Purchasing Department during the evaluation and selection process.

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The County reserves the right to make investigations, as it deems necessary to determine the ability of any proposer to perform the work or service requested. Information the County deems necessary to make this determination shall be provided by the proposer. Such information may include, but shall not be limited to, current financial statements by an independent CPA; verification of availability of personnel; and past performance records.

S. BASIS OF AWARD

The award of a contract for this project will be made by the Board of Commissioners of Fulton County to the responsible proposer whose proposal is determined, upon written recommendation by the County Manager, the Purchasing Agent and the Director of Public Works, in conjunction with the selection committee's recommendation to be in the best interest of the County taking into consideration price and the evaluation factors set forth in the Request For Proposal.

T. TIME OF PERFORMANCE OF WORK

The time of performance of work shall begin upon the date of the notice to proceed and continue for a total time of 120 calendar days.

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FULTON COUNTY CERTIFICATE OF ACCEPTANCE OF PROPOSAL REQUIREMENTS

This is to certify that on this day, proposer acknowledges that he/she has read this proposal document, pages # 1 to # 123 inclusive, including any addenda # _____ to # _____ exhibit(s) # _____ to # _____, attachment(s) # _____ to # _____, and/or appendices # _____ to # _____, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the proposing company to submit the proposal herein and to legally obligate the proposer thereto.

Company: _____

Signature: _____

Name: _____

Title: _____

Date: _____

(CORPORATE SEAL)

PURCHASING DEPARTMENT GENERAL REQUIREMENTS
REQUEST FOR PROPOSAL (RFP) FORM 99-RFP

The following information pertains to the submission of proposals to Fulton County, and contains instructions on how proposals must be presented in order to be considered. If specific conditions or instructions in the text of the RFP conflict with the general requirements as listed here, those conditions or instructions in the RFP shall prevail.

1. Proposals submitted in response to the attached Request for Proposal (RFP) must be formatted as specified in the RFP. Additional sheets, literature, etc. should be clearly identified.
2. The original and the required number of copies of the Proposal must be returned to:
Fulton County Purchasing Agent
Fulton County Purchasing Department
130 Peachtree Street, S.W., Suite 1168
Atlanta, Georgia 30303
3. The Envelope in which the Proposal is submitted must be sealed and clearly labeled with the RFP Name and Number, Due Date and Time, and the Name of the Company or Individual submitting the Proposal. Proposals must be received by the opening date and time shown on this RFP in order to be considered. The Purchasing Agent reserves the right to open any Proposal which is not marked as specified.
4. Proposals received after the time and date specified may not be opened or considered.
5. By submitting a signed Proposal, respondent agrees to accept an award made as a result of the submission of the prices and terms contained in that Proposal. Prices proposed must be audited by the Respondent to insure correctness before proposal is submitted. Person signing the Proposal is responsible for the accuracy of information in it. The Respondent understands and agrees that the Proposal, Specifications, Provisions, and Terms and Conditions of the RFP become a valid contract between Fulton County and the Respondent upon notice of Award of Contract in writing and/or issuance of a Purchase Order.
6. Any Contract awarded as a result of this Proposal shall comply fully with all Local, State, and Federal laws and regulations.
7. The County reserves the right to reject any and all Proposals.
8. Absolutely no fax Proposals or Reproduction Proposals will be accepted, except that if multiple copies of the Proposal are required, photocopies of the original may be submitted as the extra copies, provided that they are clearly marked as such.
9. Type or neatly print Company Name, as well as the Full Legal Name and Title of the Person Signing the Proposal, in all appropriate places. The respondent's signature must be executed by a Principal of the company duly authorized to make contacts and bind the company to all terms being proposed.
10. Proposals may be withdrawn upon receipt of a written request prior to the stated due date and time. If a firm seeks to withdraw a Proposal after the opening date and time, the firm must present a notarized statement indicating that an error was made, with an explanation of how it occurred. The withdrawal request must be accompanied by documentation supporting the claim. Prior to approving or disapproving the request, an opinion will be obtained from Fulton County's Legal Counsel indicating whether the firm is bound by its proposal.
11. Show information and prices in the format requested. Prices are to be quoted F.O.B. destination, and must include all costs chargeable to the Contractor in executing the contract, including taxes. Unless otherwise provided in the contract, Fulton County shall have no liability for any cost not included in the price. The Contractor shall provide Fulton County the benefit through a reduction in price of any decrease in the Contractor's costs by reason of any tax exemption based upon Fulton County's status as a tax exempt entity.
12. Propose all items as specified or indicate under each item what alternative is being proposed and why it should be considered in lieu of the original specification. Failure to indicate any exceptions shall be interpreted as the Respondent's intent to fully comply with the specifications as written. Conditional or qualified Proposals - except as specifically allowed in the Specifications - are subject to rejection in whole or in part.
13. Fulton County shall be the sole judge of the quality and the applicability of all Proposals. Design, features, overall quality, local facilities, terms,

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and other pertinent considerations will be taken into account in determining acceptability.

14. The successful Vendor must assume full responsibility for delivery of all goods and services proposed and agree to relieve Fulton County of all responsibility and costs for prosecuting claims.
15. The successful Vendor must assume full responsibility for replacement of all defective or damaged goods and/or performance of contracted services within thirty (30) days notice by the County of such defect, damage, or deficiency.
16. The successful Vendor must assume full responsibility for providing warranty service on any and all goods, materials, or equipment provided to the county with warranty Coverage. Should a Vendor be other than the manufacturer, the Vendor and not the County is responsible for contacting the Manufacturer. The Vendor is solely responsible for arranging for the service to be performed.
17. The successful Vendor shall be responsible for the proper training and certification of Personnel used in the performance of the services proposed.
18. The Successful Vendor shall not assign, transfer, convey, sublet, or otherwise dispose of any Contract resulting from the RFP or of any or all of its rights, title, or interest therein - without prior written consent of the Fulton County Board of Commissioners.
19. Proposals must contain references which reflect successful completion of contacts for the types of goods, materials, equipment, or services for which the Vendor is submitting a proposal to the County. In instances where that does not apply, the proposal must contain a statement and supporting documentation demonstrating such expertise, knowledge, or experience to establish the vendor submitting the proposal as capable of meeting the demands of the proposal should an award be made to them.
20. Vendors submitting Proposals may be required to furnish evidence that they maintain permanent places of business of a type and nature compatible with their Proposal, and are in all respects competent and eligible vendors, able to fulfill the terms of the specifications. Fulton County may make such investigation as it deems necessary to determine the ability of the Respondent to perform such work, and reserves the right to reject any Proposal if evidence fails to indicate that the proposed Vendor is qualified to carry out the obligation of the Contract and to complete the work satisfactorily.
21. By submitting a signed Proposal, respondent certifies that there has been no collusion with any other Respondent. Reasonable grounds for believing respondent has an interest in more than one proposal will result in rejection of all Proposals in which the respondent has an interest. Any party to collusion may not be considered in future Proposals for the same or similar work.
22. Upon notice of selection, the Vendor submitting the Proposal is obligated to perform. Should a successful Vendor refuse to enter into a contract subsequent to an award, a penalty may be assessed and/or the vendor may be found to be “not responsible” in the future.
23. In case of default by the successful vendor, Fulton County may procure the Articles or Services from another source and hold the successful vendor responsible for any resultant excess cost.
24. Successful Vendors contract directly with the County and are the party or parties obligated to perform. Contracts may not be assigned and any failure to perform the contract in accordance with the specifications will constitute a breach of contract and may result in a Vendor being found to be “not responsible” in the future.
25. Invoice(s) must list each item separately and must show Fulton County’s purchase order number as well as the proper department and address to whom the service or product was provided.
26. Fulton County reserves the right to accept or reject any or all proposals, or any part thereof, and to waive any technicalities. Fulton County reserves the right to award a contract based on this request for proposal and the proposal(s) received - in whole or in part - to one or several vendors.
27. Awards will not be based on cost alone. Other factors, as detailed in the RFP, will be considered in determining what proposal will be deemed to best meet the needs of Fulton County.
28. If you do not wish to furnish a Proposal at this time, please return a copy of the RFP and state on it and on the outside of the envelope that you

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are submitting a “No Response”. State in the response whether your company wishes to remain on Fulton County’s vendor list.

29. All Proposals and Bids submitted to Fulton County are subject to the Georgia “Open Records Act”, O.C.G.A. §50-18-70 et seq.
30. All Proposals and Bids submitted to Fulton County involving utility contracting are subject to the Georgia law governing licensing of utility contractors and RFP closing procedures, O.C.G.A. 43-14-8.2(h).
31. Prior to beginning any work, successful Contractor will furnish to Fulton County (for the Contracting firm and for any Subcontractors) a certificate from an insurance company showing issuance of Workers’ Compensation coverage for the State of Georgia or a Certificate from the Georgia Workers’ Compensation Board showing proof of ability to pay compensation directly.
32. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any County Officer, Elected Official, Employee, or designated County Representative, between the date of the issuance of this solicitation and the date of the County Manager’s recommendation to the Board of Commissioners for award of the subject contract, except as may otherwise be specifically authorized and permitted by the terms and conditions of this solicitation.
33. All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the Purchasing Agent.
34. Any violation of this prohibition of the initiation or continuation of verbal or written communications with County Officers, Elected Officials, Employees, or designated County Representatives shall result in a written finding by the Purchasing Agent that the submitted Bid or Proposal of the person, firm, or entity in violation is not responsive, and same shall not thereafter be considered for award.
35. Any offer or intending to respond to this solicitation as a joint venture must submit an executed joint venture agreement with this offer. This agreement must designate those persons or entities authorized to execute documents or otherwise bind the joint venture in all transactions with Fulton County, or be accompanied by a document, binding upon the joint venture and its consistent members, making such designation. Offers from joint ventures that do not include these documents will be rejected as being non-responsive.

CERTIFICATION REGARDING DEBARMENT

- 1) **The Bidder Certifies, By Submission of This Bid or Proposal that neither it or its Subcontractors is presently debarred, suspended, Proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by the Fulton County Government.**

- 2) **Where the Vendor is unable to certify to any of the statements in this certification, such Vendor or Subcontractor shall attach an explanation to this bid or proposal.**

Signature

Date

INSTRUCTIONS FOR CERTIFICATION

- (1) By signing and submitting this Proposal, the Bidder is providing the certification set out below.
- (2) The certification in this clause is a material representation of fact upon which reliance will be herein placed in awarding a contract. If it is later determined that the Vendor knowingly rendered an erroneous certification, in addition to other remedies available to Fulton County, the department with which the transaction originated may pursue available remedies, including suspension and/or debarment, for withdrawal of award or termination of a Contract.
- (3) The Bidder shall provide immediate written notice to the purchasing agent to whom this bid/proposal is submitted if at anytime the Bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(FC Code Sec. 2-322. Debarment):

(A) ***Authority to Suspend.*** After reasonable notice to the entity involved and reasonable opportunity for that entity to be heard, the Purchasing Agent, after consultation with user department, the County Manager and the County Attorney shall have the authority to suspend an entity for cause from consideration for award of County Contracts. As used in this Section, the term entity means any Business entity, Individual, Firm, Contractor, Subcontractor or Business Corporation, Partnership, Limited Liability Corporation, or joint venture, however designated or structured; provided, further, that any such entity shall also be subject to suspension under this section if any of its constituents, members, subcontractors at any tier of such entity's constituents or members, is found to have committed any act constituting a cause for suspension and the entity, or any constituent or member, knew or should have known of the commission of the act. The suspension shall be for a period not to exceed three years unless cause is based on a felony conviction for an offense related or associated with fraudulent contracting or misappropriation of funds wherein the suspension shall not exceed seven years.

(B) ***Causes for Suspension.***

The causes for suspension include:

- (1) Conviction for commission of a criminal offense as an incident to obtain or attempting to obtain a public or private Contract or Sub-contract, or in performance of such Contract or Sub-Contract;
- (2) Conviction of state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or other offense indicating a lack of business integrity or business honesty which currently, seriously and directly affects responsibility as a County Contractor;
- (3) Conviction of state or federal anti-trust statutes arising out of the solicitation and submission of bids and proposals;
- (4) Violation of contract provisions, as set forth below, of a character which is regarded by the purchasing agent to be so serious as to justify suspension action;
 - A. Failure to perform in accordance with the specifications within a time limit provided in a County Contract;
 - B. A recent record of failure to perform or unsatisfactory performance in accordance with the terms of one or more contracts; provided, that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall not be considered to be basis for suspension;
 - C. Material misrepresentation of the composition of the ownership or workforce or business entity certified to the County as a Minority Business Enterprise; or
 - D. Falsification of any documents.
 - (1) Commission or solicitation of any act that would constitute a violation of the ethical standards set forth in Fulton County Code of Ethics.

Knowing misrepresentation to the County, of the use which a majority owned contractor intends to make a Minority Business Enterprise (a Business Entity at least 51 Percent of which is Owned and Controlled by Minority Persons, as defined in Fulton County Code Chapter 6, Article B, Minority

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Business Enterprise Affirmative Action Program and Certified as such by the County), as a Sub-contractor or a Joint Venture Partner, in performing work under Contract with the County.

NON-DISCRIMINATION IN CONTRACTING AND PROCUREMENT

Policy Statement. It is the policy of Fulton County that discrimination against businesses by reason of the race, color, gender or national origin of the ownership of any such business is prohibited. Furthermore, it is the policy of the Board of Commissioners that Fulton County Government and all vendors and contractors doing business with Fulton County shall provide to all businesses the opportunity to participate in contracting and procurement paid, in whole or in part, with monetary appropriations of the Board without regard to the race, color, gender or national origin of the ownership of any such business. Similarly, it is the policy of Fulton County Government that the contracting and procurement practices of Fulton County Government should not implicate Fulton County as either an active or passive participant in the discriminatory practices engaged in by private contractors or vendors who seek to obtain contracts with Fulton County.

Equal Business Opportunity Plan (EBO Plan): In addition to the proposal submission requirements, each vendor **must** submit an Equal Business Opportunity Plan (EBO Plan) with the bid. The respondent **must** outline a plan of action to encourage and achieve diversity and equality in the available procurement and contracting opportunities with this solicitation. The Plan should be designed to enhance the utilization of racial, gender or ethnic groups.

The Plan **must** identify and include:

1. Potential opportunities within the scope of work of this solicitation that will be afforded to racial, gender or ethnic groups for participation in the solicitation.
2. Efforts that will be identified to encourage and solicit minority and female businesses for opportunities within this solicitation.

Fulton County encourages joint ventures, teaming, partnering and mentor-protégé relationships with minority and female businesses in an effort to achieve contracting and procurement diversity.

Prompt Payment: The prime contractor **must** certify in writing and **must** document on the Department of Contract Compliance's Exhibit G Form (Prime Contractor/Subcontractor Utilization Report) that all subcontractors, sub-consultants and suppliers have been promptly paid for work and materials and previous progress payments received (less any retainage by the prime contractor prior to receipt of any further progress payments). In the event the prime contractor is unable to pay subcontractors, sub-consultants or suppliers until receipt of a payment from Fulton County, the prime contractor shall pay funds due from said progress payments within forty-eight (48) hours of receipt of payment from Fulton County and in no event later than fifteen (15) days as provided for by state law.

Authority to Investigate: The Director of the Fulton County Department of Contract Compliance shall be authorized to investigate discriminatory practices of any vendor who contracts with or seeks to contract with Fulton County. Such investigation may be initiated by the Director of the Department of Contract Compliance on the Director's own initiative, or by a complaint from another, when information available to the Director provides a reasonable basis to believe that such vendor may be engaged in private discriminatory conduct.

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COMPLIANCE PROCEDURES:

In order to be compliant with the intent and provisions of the Non-Discrimination Ordinance providing for non-discrimination in purchasing and contracting in Fulton County, **bidders must submit the following completed documents**. Failure to provide this information shall result in the Bid being deemed non-responsive:

- ? Promise of Non-Discrimination (Exhibit A)
- ? Employment Report (Exhibit B)
- ? Schedule of Intended Subcontractor Utilization (Exhibit C)
- ? Letter of Intent to Perform as a Subcontractor or Provide Materials or Services (Exhibit D)
- ? Declaration Regarding Subcontractor Practices (Exhibit E), if applicable
- ? Joint Venture Disclosure Affidavit (Exhibit F), if applicable
- ? **Equal Business Opportunity Plan (EBO Plan)**

The following document shall be completed as instructed if awarded the bid:

- ? Prime Contractor's Sub-Consultant Utilization Report (Exhibit G)

BID FORM

To: THE BOARD OF COMMISSIONERS
FULTON COUNTY, GEORGIA
ATLANTA, GEORGIA 30303

Ladies and Gentlemen:

In compliance with your Notice to Proposers, the undersigned, hereinafter termed the Bidder, proposes to enter into a Contract with Fulton County to provide the necessary machinery, tools, apparatus, and other means of construction, and all materials and labor specified in the Contract, or called for by the Drawings, or necessary to complete the Work in the manner therein specified within the time specified, as therein set forth, for:

NAME OF PROJECT: **Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation**

DESCRIPTION OF PROJECT: **This project consists of providing the engineering services, furnishing of materials, construction, and completion in every detail of the work described in this contract. The Design-Build Contractor shall furnish all engineering and all of its associated direct and indirect costs, construction labor, materials, equipment, supervision, tools, transportation, and supplies required to complete the work in accordance with the requirements of the Contract Documents.**

The Design-Build Contractor shall prepare and submit to the Engineer for approval, a traffic signal installation plan and other documents described herein.

PROJECT LIMITS: **The limits are defined as the area within the existing right-of-way of Dunwoody Place from approximately 400 feet south of the intersection to approximately 400 feet north of the intersection. The limits also include the area within the existing right-of-way of Hightower Trail from approximately 100 feet west of the intersection to the intersection.**

This project consists of the design and construction of a traffic signal at the intersection of Dunwoody Place at Hightower Trail.

The Bidder has carefully examined and fully understands the Bid, Plans, and Specifications, and other Documents hereto attached, and has made a personal examination of the project work area, and has satisfied himself as to the actual conditions and requirements of the Work, and hereby proposes and agrees that if his bid is accepted, he will contract with Fulton County in full conformance with the Contract Documents.

Unless otherwise directed, all work performed shall be in accordance with the Georgia Department of Transportation Standard Specifications, Construction of Roads and Bridges, 2001 Edition, and the current edition of the Supplemental Specifications modifying the Standard Specifications, General Conditions, and Special Provisions modifying them.

It is the intent of this Bid to include all items of construction and all Work indicated on the Drawings and called for in the Specifications. In accordance with the foregoing, the undersigned proposes to furnish and construct the items listed in the attached Schedule of Items for the unit prices stated.

The Bidder agrees that the cost of any work performed, materials furnished, services provided or expenses incurred, which are not specifically delineated in the Contract Documents but which are incidental to the scope, intent, and completion of this Contract, shall be deemed to have been included in the prices bid for the various items scheduled.

The Bidder further proposes and agrees hereby to promptly commence the Work upon Notice to Proceed with adequate force and equipment, and continue for a total time of 120 calendar days.

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Attached hereto is an executed Bid Bond or certified check on the (Bank) _____ of (City, State) _____ in the amount of _____ Dollars (\$ _____) (Five Percent of Amount Bid).

If this bid shall be accepted by Fulton County and the undersigned shall fail to execute a satisfactory contract in the form of said proposed Contract and give satisfactory Performance and Payment Bonds within ten days from the date of Notice of Award of the Contract, then Fulton County may at its option, determine that the undersigned abandoned the Contract and thereupon this bid shall be null and void, and the sum stipulated in the attached Bid Bond or certified check shall be forfeited to Fulton County as liquidated damages.

The County reserves the right to accept or reject any and/or all Bids, to waive irregularities and technicalities, and to request submissions. There is no obligation on the part of the County to award to the lowest Bidder. The County reserves the right to award the lowest responsible and responsive Bidder. The County shall be the sole judge of the Bid and resulting agreement that is in its best interest. Also, the County reserves the right to make such investigation as it deems necessary to determine the ability of any Bidder to perform the work or service requested. Information the County deems necessary to make this determination shall be provided by the Bidder. Such information may include, but shall not be limited to, current financial statements, preferably by an Independent CPA, verification of availability of personnel and past performance records.

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AFFIDAVIT REQUIREMENTS

The following pages contain affidavits that each respondent must sign, notarize and submit with the bid package. The affidavits for each project are Non-Collusion Affidavit of Bidder; and Non-Collusion Affidavit of Sub Contractor; Bid Bond; and Special Assurances for Utility Contract Work within Public Right-of-Way.

Also included are the required affidavit forms for the Performance Bond and the Payment Bond to be used by the successful bidder in accordance with Notice to Contractors, and the Final Affidavit when the work has been completed and accepted.

- Non-Collusion Affidavit of Bidder
- Non-Collusion Affidavit of Subcontractor
- Certificate of Acceptance of Request for Proposal Requirements
- Certificate Regarding Debarment
- Instructions for Certification
- Bid Bond
- Performance Bond
- Payment Bond
- Bid Form
- Final Affidavit

NON-COLLUSION AFFIDAVIT OF BIDDER (FC Sec 2-320, (11))
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION

State of _____)

)ss.

County of _____)

_____, being first duly sworn, deposes and says that:

(1) He is _____ (owner, partner officer, representative, or agent) of _____, the Bidder that has submitted the Bid;

(2) He is fully informed respecting the preparation and contents of the bid and of all pertinent circumstances respecting such bid;

(3) Such Bid is genuine and is not a collusive or sham bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the bid has been submitted or refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the Bid or of any other bidder, or to fix any overhead, profit or cost element of the bidding price or the bidding price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Fulton County or any person interested in the proposed Contract; and

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

(Signed) _____

Title

Subscribed and Sworn to before me this _____ day of _____ 200____.

Title

My commission expires _____
(Date)

NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR (FC Sec 2-320, (11))
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION

State of _____)
)ss.
County of _____)

_____, being first duly sworn, deposes and says that:

- (1) He is _____ (owner, partner officer, representative, or agent) of _____, hereinafter referred to as the "Subcontractor";
- (2) He is fully informed respecting the preparation and contents of the Bid submitted by the Subcontractor to _____, the Contractor for certain work connection with the _____ Contractor pertaining to the Project in Fulton County, Georgia.
- (3) Such Subcontractor's Bid is genuine and is not a collusive of sham Bid;
- (4) Neither the said Subcontractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract or to refrain from submitting a Bid in connection with such Contract or has in any manner, directly or indirectly, sought by unlawful agreement or connivance with any other Bidder, firm or person to fix the price or prices in said Subcontractor's bid, or to secure through collusion, conspiracy, connivance or unlawful agreement any advantage against Fulton County or any person interested in the proposed Contract; and
- (5) The price or prices in the Subcontractor's Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

Title

Subscribed and Sworn to before me this _____ day of _____ 200____.

Title

My commission expires _____
(Date)

BID BOND

**Chairman, Board of Commissioners
STATE OF GEORGIA, COUNTY OF FULTON**

KNOW ALL MEN BY THESE PRESENTS, that we _____, as Principal, and _____, as Surety, are held and firmly bound unto the Fulton County Board of Commissioners for the sum of _____ Dollars (\$_____) lawful money of the United States, for payment of which sum well and truly made, we bind ourselves, our heirs, personal representatives, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted to the Owner as Bid for **the design and installation of a traffic signal at the intersection of Dunwoody Place at Hightower Trail.**

NOW, THEREFORE, the conditions of this obligation as such that if the Bid be accepted, the Principal shall within ten days after receipt of the conformed contract documents execute a contract in accordance with the Bid upon the terms, conditions and prices set forth therein, and in the form and manner required by the Owner and execute a sufficient and satisfactory Performance Bond and Payment Bond payable to the Owner, each in an amount of one hundred percent (100%) of the total contract price, in the form and with security satisfactory to the Owner, or in the event of the failure of the Contractor to execute and deliver the Contract Agreement and give said Performance and Payment Bonds, the Contractor shall pay the Owner the difference not to exceed the penalty hereof between the amount for which the Owner may in good faith contract with another party to perform the work covered by said Bid, then this obligation shall be void; otherwise, it shall be and remain in full force and virtue in law; and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements within the time specified above, immediately pay to the aforesaid Owner, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

This Bond is given pursuant to and in accordance with the provisions of O.C.G.A. Section 36-91-1 et. seq.; 36-10-1 et. seq. (as amended); 13-10-1 et. seq. (as amended) and all the provisions of the law referring to this character or Bond as set forth in said sanctions or as may be hereinafter enacted and these are hereby made a part hereof to the same extent as if set out herein in full.

IN WITNESS WHEREOF, the said Principal has hereunder affixed its signature and said Surety has hereunto caused to be affixed its corporate signature and seal, by its duly authorized officers, on this _____ day of _____, 200__.

Signed and sealed in the presence of:

PRINCIPAL:

1. _____

By: _____

2. _____

Title: _____

(seal)

Signed and sealed in the presence of:

SURETY:

1. _____

By: _____

2. _____

Title: _____

(seal)

APPROVED AS TO FORM

By: _____

Attorney to the Owner

NOTE: Date of Bond must not be prior to date of Contract. If Contractor is partnership, all Partners should execute Bond.

**SPECIAL ASSURANCES FOR UTILITY CONTRACT WORK WITHIN PUBLIC RIGHT-OF-WAY
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION**

Contract Identification: _____

All work under this contract which is to be performed on public right-of-way under control of Fulton County or involves work which is subject to a permit issued by Fulton County or any other agency or department of government having jurisdiction shall be done in compliance with the terms and conditions of such permit and any applicable Fulton County standards and specifications, including its utility installation standards and specifications. Fulton County shall have the right to inspect the work and to require any action necessary to correct all deviations from said terms and conditions. Contractor agrees that Fulton County shall not be held liable for any extra expense or damages to the Contractor as a result of the requirement for compliance with applicable permits or standards or specifications or any corrective action which Fulton County may order in enforcement thereof. The same conditions shall apply to any work under this contract on public right-of-way under the control of the Georgia Department of Transportation.

(Company)

(Contractor's Authorized Representative)

(Date)

PERFORMANCE BOND
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION

KNOW ALL MEN BY THESE PRESENTS _____ [name of CONTRACTOR] (hereinafter called the “Principal”) and _____ [name of SURETY] (hereinafter called the “Surety”), are held and firmly bound unto **FULTON COUNTY**, a political subdivision of the State of Georgia (hereinafter called the “Owner”) and their successors and assigns, the penal sum of 100% of the contract amount Dollars (\$ _____), lawful money of the United States of America, for the payment of which the principal and the Surety bind themselves, their administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered, or is about to enter, into a certain written contract with the Owner, dated _____ which is incorporated herein by reference in its entirety (hereinafter called the “Contract”), for **the design and installation of a traffic signal at the intersection of Dunwoody Place at Hightower Trail**, more particularly described in the Contract (herein called the “Project”); and

NOW, THEREFORE, the conditions of this obligation are as follows, that if the Principal shall fully and completely perform all the undertakings, covenants, terms, conditions, warranties, and guarantees contained in the Contract, including all modifications, amendments, changes, deletions, additions, and alterations thereto that may hereafter be made, then this obligation shall be void; otherwise it shall remain in full force and effect.

Whenever the Principal shall be, and declared by the Owner to be, in default under the Construction-Type Contract, the Surety shall promptly remedy the default as follows:

- 1) Complete the Contract in accordance with its terms and conditions; or at the sole option of the Owner.
- 2) Obtain a bid or bids for completing the Contract in accordance with its terms and conditions, and upon determination by the Surety and the Owner of the lowest responsible bidder, arrange for a contract between such bidder and Owner and make available as the work progresses (even though there should be a default or succession of defaults under the Contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the penal sum set forth in the first paragraph hereof, as may be adjusted, and the Surety shall make available and pay to the Owner the funds required by this Paragraph prior to the payment of the Owner of the balance of the contract price, or any portion thereof. The term balance of the contract price, as used in this paragraph, shall mean the total amount payable by the Owner to the Contractor under the Contract, and any amendments thereto, less the amount paid by the Owner to the Contractor.
- 3) Allow Owner to complete the work and reimburse the Owner for all reasonable cost incurred in completing the work.

In addition to performing as required in the above paragraphs, the Surety shall indemnify and hold harmless the Owner from any and all losses, liability and damages, claims, judgments, liens, costs and fees of every description, including reasonable attorney’s fees, litigation costs and expert witness fees, which the Owner may incur, sustain or suffer by reason of the failure or default on the part of the Principal in the performance of any or all of the terms, provisions, and requirements of the Contract, including any and all amendments and modifications thereto, or incurred by the Owner in making good any such failure of performance on the part of the Principal.

The Surety shall commence performance of its obligations and undertakings under this Bond promptly and without delay, after written notice from the Owner to the Surety.

The Surety hereby waives notice of any and all modifications, omissions, additions, changes, alterations, extensions of time, changes in payment terms, and any other amendments in or about the Contract, and agrees that the obligations undertaken by this Bond shall not be impaired in any manner by reason of any such modifications, omissions, additions, changes, alterations, extensions of time, change in payment terms, and amendments.

The Surety hereby agrees that this Bond shall be deemed amended automatically and immediately, without formal or separate amendments hereto, upon any amendment to the Construction Contract, so as to bind the Principal and the Surety to the full and faithful performance of the Contract as so amended or modified, and so as to increase the penal sum to the adjusted Contract Price of the Contract.

No right of action shall accrue on this Bond to or for the use of any person, entity or corporation other than the Owner and any other obligee named herein, or their executors, administrators, successors or assigns.

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This Bond is intended to comply with O.C.G.A. Section 36-91-1 et. seq., and shall be interpreted so as to comply with the minimum requirements thereof. However, in the event the express language of this Bond extends protection to the Owner beyond that contemplated by O.C.G.A. 36-91-1 et. seq., of any other statutory law applicable to this Project, then the additional protection should be enforced in favor of the owner, whether or not such protection is found in applicable statutes.

IN WITNESS WHEREOF the undersigned have caused this instrument to be executed and their respective corporate seals to be affixed and attested by their duly authorized representatives this _____ day of _____, _____.

_____(SEAL)

(Principal)

By: _____

Attest: _____

Secretary

_____(SEAL)

(Surety)

By: _____

Attest: _____

Secretary

(Address of Surety's Home Office)

(Resident Agent of Surety)

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Section II – Required Affidavits and Forms (Purchasing Requirements)

PAYMENT BOND
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION

KNOW ALL MEN BY THESE PRESENTS that (_____, contractor] (hereinafter called the “Principal”) and (_____, surety) (hereinafter called the “Surety”), are held and firmly bound unto **FULTON COUNTY**, a political subdivision of the State of Georgia (hereinafter called the “Owner”), its successors and assigns as obligee, in the penal sum of [100% of contract amount], lawful money of the United States of America, for the payment of which the Principal and the Surety bind themselves, their administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered, or is about to enter, into a certain written contract with the Owner, dated _____, which is incorporated herein by reference in its entirety (hereinafter called the “Contract”), for construction-type services of a project known as **Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation**, as more particularly described in the Contract (hereinafter called the “Project”);

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall promptly make payment to all persons working on or supplying labor or materials under the Contract, and any amendments thereto, with regard to labor or materials furnished and used in the Project, and with regard to labor or materials furnished but not so used, then this obligation shall be void; but otherwise it shall remain in full force and effect.

1. A “Claimant” shall be defined herein as any subcontractor, person, party, partnership, corporation or the entity furnishing labor, services or materials used, or reasonably required for use, in the performance of the Contract, without regard to whether such labor, services or materials were sold, leased or rented, and without regard to whether such Claimant is or is not in privity of contract with the Principal or any subcontractor performing work on the Project, including, but not limited to, the following labor, services, or materials: water, gas, power, light, heat, oil, gasoline, telephone service or rental of equipment directly applicable to the Construction Contract.

2. In the event a Claimant files a lien against the property of the Owner, and the Principal fails or refuses to satisfy or remove it promptly, the Surety shall satisfy or remove the lien promptly upon written notice from the Owner, either by bond or as otherwise provided in the Contract.

3. The Surety hereby waives notice of any and all modifications, omissions, additions, changes, alterations, extensions of time, changes in the payment terms, and any other amendments in or about the Contract and agrees that the obligations undertaken by this Bond shall not be impaired in any manner by reason of any such modifications, omissions, additions, changes, alterations, extensions of time, changes in payment terms, and amendments.

4. The Surety hereby agrees that this Bond shall be deemed amended automatically and immediately, without formal or separate amendments hereto, upon any amendment or modifications to the Construction Contract, so as to bind the Principal and Surety, jointly and severally, to the full payment of any Claimant under the Contract, as amended or modified, provided only that the Surety shall not be liable for more than the penal sum of the Bond, as specified in the first paragraph hereof.

5. This Bond is made for the use and benefit of all persons, firms, and corporations who or which may furnish any materials or perform any labor for or on account of the construction-type services to be performed or supplied under the Contract, and any amendments thereto, and they and each of them may sue hereon.

6. No action may be maintained on this Bond after one (1) year from the date the last services, labor, or materials were provided under the Contract by the Claimant prosecuting said action.

7. This Bond is intended to comply with O.C.G.A § 36-91-1 et. seq., and shall be interpreted so as to comply with the minimum requirement thereof. However, in the event the express language of this Bond extends protection to the Owner beyond that contemplated O.C.G.A § 13-10-1 et. seq.,(as amended), or any other statutory law applicable to this project, then the additional protection shall be enforced in favor of the Owner, whether or not such protection is found in the applicable statutes.

Request for Proposal Number 05RFP7401K
Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
Section II – Required Affidavits and Forms (Purchasing Requirements)

IN WITNESS WHEREOF, the Principal and Surety have hereunto affixed their corporate seals and caused this obligations to be signed by their duly authorized representatives this _____ of _____, _____.

_____(SEAL)
(Principal)

By: _____

Attest: _____
Secretary

_____(SEAL)
(Surety)

By: _____

Attest: _____
Secretary

(Address of Surety's Home Office)

(Resident Agent of Surety)

EXHIBIT A – PROMISE OF NON-DISCRIMINATION

“Know all persons by these presents, that I/WE (_____),
Name

(_____), (_____)
Title Firm Name

Hereinafter “Company”), in consideration of the privilege to bid on or obtain contracts funded, in whole or in part, by Fulton County, hereby consent, covenant and agree as follows:

- 1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin or gender in connection with any bid submitted to Fulton County for the performance of any resulting therefrom,
- 2) That it is and shall be the policy of this Company to provide equal opportunity to all businesses seeking to contract or otherwise interested in contracting with this Company without regard to the race, color, gender or national origin of the ownership of this business,
- 3) That the promises of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption,
- 4) That the promise of non-discrimination as made and set forth herein shall be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain,
- 5) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the Board to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract; and
- 6) That the bidder shall provide such information as may be required by the Director of Contract Compliance pursuant to Section 4.4 of the Fulton County Non-Discrimination in Purchasing and Contracting Ordinance.

SIGNATURE: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder **must** be identified and submitted with this bid. In addition, if subcontractors will be utilized by the bidder to complete this project, then the demographic employment make-up of the subcontractor(s) must be identified and submitted with this bid.

EMPLOYEES												
CATEGORY	NATIVE INDIAN		AFRICAN AMERICAN		ASIAN AMERICAN		HISPANIC AMERICAN		CACUSIAN AMERICAN		OTHER	
	Male	Female	M	F	M	F	M	F	M	F	M	F
Mgmt/Official												
Professional (Arch., P.E., etc.)												
Supervisors												
Office/Sales Clerical												
Craftsmen												
Laborers												
Others (Specify)												
TOTALS												

FIRM'S NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

This completed form is for (Check one) _____ Bidder _____ Subcontractor

Date Completed: _____

EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION

If the bidder intends to subcontract any portion of this scope of work/service(s), this form **must be** completed and **submitted with the bid**. All prime bidders **must** include Letter(s) of Intent (Exhibit D) in the bid document for all subcontractors who will be utilized under the scope of work/services.

PRIME BIDDER: _____

RFP NUMBER: 05RFP7401K

Project Name or Description of Work/Service(s) Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation

1. My firm, as Prime Bidder on this scope of work/service(s) is _____ is not ___ a minority or female owned and controlled business. (Please indicate below the portion of work, including, percentage of bid amount that your firm will carry out directly):

If the Prime Bidder is a Joint Venture, please complete Exhibit F: Joint Venture Disclosure Affidavit.

2. Sub-Contractors (Including suppliers) to be utilized in the performance of this scope of work/service(s), if awarded, are:

SUBCONTRACTOR NAME: _____

ADDRESS: _____

PHONE: _____

CONTACT PERSON: _____

ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____

WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____

PERCENTAGE VALUE: _____ %

SUBCONTRACTOR NAME: _____

ADDRESS: _____

PHONE: _____

CONTACT PERSON: _____

ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____

WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____

PERCENTAGE VALUE: _____ %

*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female

Request for Proposal Number 05RFP7401K
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Section II – Required Affidavits and Forms (Purchasing Requirements)

American (WFBE); **If yes, attach copy of recent certification letter.

EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION

SUBCONTRACTOR NAME: _____
ADDRESS: _____

PHONE: _____
CONTACT PERSON: _____
ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____
WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____ PERCENTAGE VALUE: _____ %

SUBCONTRACTOR NAME: _____
ADDRESS: _____

PHONE: _____
CONTACT PERSON: _____
ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____
WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____ PERCENTAGE VALUE: _____ %

SUBCONTRACTOR NAME: _____
ADDRESS: _____

PHONE: _____
CONTACT PERSON: _____
ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____
WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____ PERCENTAGE VALUE: _____ %

SUBCONTRACTOR NAME: _____
ADDRESS: _____

PHONE: _____
CONTACT PERSON: _____
ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____
WORK TO BE PERFORMED: _____

DOLLAR VALUE OF WORK: \$ _____ PERCENTAGE VALUE: _____ %

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Section II – Required Affidavits and Forms (Purchasing Requirements)

***Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); **If yes, attach copy of recent certification letter.**

EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION

Total Dollar Value of Small Business Enterprise Agreements: (\$)

Total Percentage Value: (%)

CERTIFICATION: The undersigned certifies that he/she has read, understands and agrees to be bound by the Bid provisions, including the accompanying Exhibits and other terms and conditions regarding sub-contractor utilization. The undersigned further certifies that he/she is legally authorized by the Bidder to make the statement and representation in this Exhibit and that said statements and representations are true and correct to the best of his/her knowledge and belief. The undersigned understands and agrees that if any of the statements and representations are made by the Bidder knowing them to be false, or if there is a failure of the intentions, objectives and commitments set forth herein without prior approval of the Owner, then in any such event the Contractor's acts or failure to act, as the case may be, shall constitute a material breach of the contract, entitling the Owner to terminate the Contract for default. The right to so terminate shall be in addition to, and in lieu of, any other rights and remedies the Owner may have for other defaults under the contract.

Signature/Title: _____

Firm or Corporate Name: _____

Address: _____

Telephone: () _____

Fax Number: () _____

Email Address: _____

EXHIBIT D

**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
 OR
 PROVIDE MATERIALS OR SERVICES**

This form **must** be completed by **ALL** known subcontractors/suppliers and submitted with the bid. The Prime Contractor **must** submit Letters of Intent for ALL known subcontractors/suppliers at time of bid submission.

To: _____
 (Name of Prime Contractor Firm)

From: _____
 (Name of Subcontractor Firm)

RFP No.: 05RFP7401K

Project Name: Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount

 (Prime Bidder)

 (Subcontractor)

Signature _____

Signature _____

Title _____

Title _____

Date _____

Date _____

EXHIBIT E – DECLARATION REGARDING SUBCONTRACTING PRACTICES

If the bidder **does not intend to subcontract** any portion of the scope of work services(s), this form **must be** completed and submitted with the bid.

_____ hereby declares that it is my/our intent to perform 100%
(Bidder)

of the work required for **05RFP7401K**

(ITB/RFP Number)

Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
(Description of Work)

In making this declaration, the bidder states the following:

1. That the bidder does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform **all elements** of the work on this project with his/her own current work forces;
2. If it should become necessary to subcontract some portion of the work at a later date, the bidder will comply with all requirements of the County's Non-Discrimination Ordinance in providing equal opportunities to all firms to subcontract the work. The determination to subcontract some portion of the work at a later date shall be made in good faith and the County reserves the right to require additional information to substantiate a bidder's decision to subcontract work following the award of the contract. Nothing contained in this provision shall be employed to circumvent the spirit and intent of the County's Non-Discrimination Ordinances;
3. The bidder will provide, upon request, information sufficient for the County to verify Item Number one.

AUTHORIZED COMPANY REPRESENTATIVE

Name: _____ Title: _____ Date: _____

Signature: _____

Firm: _____

Address: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT

RFP No.: 05RFP7401K

Project Name : Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation

This form must be completed and submitted with the bid if a Joint Venture approach is to be undertaken.

The firms listed below do hereby declare that they have entered into a joint venture agreement pursuant to the above mentioned project. The information requested below is to clearly identify and explain the extent of participation of each firm in the proposed joint venture. All items must be properly addressed before the business entity can be evaluated.

A. Firms:

- 1) Name of Business: _____
Street Address: _____
City/State/Zip: _____
County: _____
Nature of Business: _____

- 2) Name of Business: _____
Street Address: _____
City/State/Zip: _____
County: _____
Nature of Business: _____

- 3) Name of Business: _____
Street Address: _____
City/State/Zip: _____
County: _____
Nature of Business: _____

NAME OF JOINT VENTURE (If applicable): _____

PRINCIPAL OFFICE ADDRESS: _____

CITY/STATE/ZIP: _____

OFFICE PHONE: _____

EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT

Note: Attach additional sheets as required

1. Describe the capital contributions by each joint venturer and accounting thereof. Indicate the percentage make-up for each joint venture partner.
2. Describe the financial controls of the joint venture, e.g., will a separate cost center be established? Which venturer will be responsible for keeping the books? How will the expense therefore be reimbursed? What is the authority of each joint venture to commit or obligate the order?
3. Describe any ownership, options for ownership, or loans between the joint ventures. Identify terms thereof.
4. Describe the estimate contract cash flow for each joint venturer.
5. To what extent and by whom will the on-site work be supervised?
6. To what extent and by whom will the administrative office be supervised?
7. Which joint venturer will be responsible for material purchases including the estimated cost thereof? How will the purchase be financed?
8. Which joint venturer will provide equipment? What is the estimated cost thereof? How will the equipment be financed?
9. Describe the experience and business qualifications of each joint venturer.
10. Submit a copy of all joint venture agreements and evidence of authority to do business in the State of Georgia as well as locally, to include all necessary business licenses.
11. Percent of ownership by each joint venture in terms of profit and loss sharing:
12. The authority of each joint venturer to commit or obligate the other:
13. Number of personnel to be involved in project, their crafts and positions and whether they are employees of the small business enterprise, the majority firm or the joint venture:
14. Identification of control and participation in venture; list those individuals who are responsible for day-to-day management and policy decision-maker, including, but not limited to, those with prime responsibility for areas designated below; (use additional sheets if necessary)

Request for Proposal Number 05RFP7401K
 Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
 Section II – Required Affidavits and Forms (Purchasing Requirements)

Name	Race	Sex	Financial Decisions	Supervision Field Operation
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

In connection with any work that these firms, as a joint venture, might be authorized to perform in connection with above captioned contract, we each do hereby authorize representatives of the Fulton County Department of Contract Compliance, Departments of Purchasing and Finance, under the direction of the County Manger’s Office, to examine, from time to time, the books, records and files to the extent that such relate to this County project.

WE DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT WE ARE AUTHORIZED, ON BEHALF OF THE ABOVE FIRMS, TO MAKE THIS AFFIDAVIT AND GRANT THE ABOVE PRIVILEGE.

FOR:

 (Company)

Date: _____

 (Signature of Affiant)

 (Printed Name)

 (Company)

Date: _____

 (Signature of Affiant)

 (Printed Name)

 (Company)

Date: _____

 (Signature of Affiant)

Request for Proposal Number 05RFP7401K
Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
Section II – Required Affidavits and Forms (Purchasing Requirements)

(Printed Name)

EXHIBIT F – JOINT VENTURE DISCLOSURE AFFIDAVIT

State of _____:

County of _____:

On this day of _____, 20_____, before me, appeared _____,

_____, the aforementioned officers,

personally appeared known to me to be an authorized company representative described in the foregoing Affidavit and acknowledge that he (she) executed the same in the capacity therein stated and for the purpose therein contained.

Notary Public

Signature

(Notary Seal)

Commission Expires

Request for Proposal Number 05RFP7401K
 Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
 Section II – Required Affidavits and Forms (Purchasing Requirements)

EXHIBIT G – PRIME CONTRACTOR/SUBCONTRACTOR UTILIZATION REPORT

This report is required to be submitted by the tenth day of each month, with a copy of your payment invoice (schedule of values/payment application) to Contract Compliance. Failure to comply may result in the County commencing proceedings to impose sanctions on the successful bidder, in addition to purchasing any other available legal remedy. Sanctions may include the suspending of any payment or part thereof, termination or cancellation of the contract, and the denial to participate in any future contracts awarded by Fulton County.

REPORTING PERIOD	PROJECT NAME:	Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation	
FROM:	PROJECT NUMBER:	05RFP7401K	
TO:	PROJECT LOCATION:		

PRIME CONTRACTOR	Contract Award Date	Contract Award Amount	Change Order Amount	Contract Period	% Complete to Date
Name:					
Address:					
Telephone #:					

AMOUNT OF REQUISITION THIS PERIOD:\$ _____

TOTAL AMOUNT REQUISITION TO DATE:\$ _____

SUBCONTRACTOR UTILIZATION (add additional rows as necessary)

Name of Sub-contractor	Description of Work	Contract Amount	Amount Paid To Date	Amount Requisition This Period	Contract Period	
					Starting Date	Ending Date

Request for Proposal Number 05RFP7401K
Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
Section II – Required Affidavits and Forms (Purchasing Requirements)

TOTALS				
--------	--	--	--	--

Executed By: _____
(Signature)

(Printed Name)

FINAL AFFIDAVIT
DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL INSTALLATION

TO FULTON COUNTY, GEORGIA

I, _____, hereby certify that all suppliers of materials, equipment and service, subcontractors, mechanics, and laborers employed by _____, or any of his subcontractors in connection with **the design and installation of a traffic signal at the intersection of Dunwoody Place at Hightower Trail**, in Fulton County, have been paid and satisfied in full as of _____, 200__, and that there are no outstanding obligations or claims of any kind for the payment of which Fulton County on the above named project might be liable, or subject to, in any lawful proceeding at law or in equity.

Signature _____

Title _____

ATTEST

Personally appeared before me this _____ day of _____, 200__.

_____, who under oath, deposes and says that he is _____ of the

firm of _____, that he has read the above statement and that to the best of his knowledge and belief same is an exact true statement.

Notary Public

My Commission Expires: _____

(seal)

PROPOSED AGREEMENT

THIS AGREEMENT by and between Fulton County, Georgia (Party of the First Part, Hereinafter called the County), and (Party of the Second Part, Hereinafter called the Contractor).

WITNESSETH: That the said Contractor has agreed, and by these presents does agree with the said County, for and in consideration of _____ (\$ _____) and other good and valuable consideration, and under the penalty expressed on Bonds hereto attached, to furnish all equipment, tools, materials, skill, and labor of every description necessary to carry out and complete in good, firm, and substantial, and workmanlike manner, the Work specified, in strict conformity with the Drawings and the Specifications hereinafter set forth, which Drawings and Specifications together with the base bid Proposal made by the Contractor, General Conditions, Special Provisions, Detailed Specifications, and this Agreement, shall all form essential parts of this Contract. The Work covered by this Contract includes all Work indicated on Plans and Specifications and listed in the Bid entitled:

Bid No.: _____

Project Name: **Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation**

The Bidder further proposes and agrees hereby to promptly commence the Work with adequate force and equipment upon Notice to Proceed, and complete the work within 120 calendar days. The Contractor shall remain responsible for performing, in accordance with the terms of the Contract, all work assigned prior to the expiration of the said calendar days allowed for completion of the Work, even if the Work is not completed until after the expiration of such days.

As full compensation for the faithful performance of this Contract, the County shall pay the Contractor in accordance with the General Conditions and the prices stipulated in the Bid, hereto attached.

It is further mutually agreed between the parties hereto that if, at any time after the execution of this Agreement and the Surety Bonds hereto attached for its faithful performance, the County shall deem the surety or sureties upon such bonds to be unsatisfactory, or, if, for any reason, such bonds cease to be adequate to cover the performance of the Work, the Contractor shall, at his expense, within five days after receipt of notice from the County so to do, furnish an additional bond or bonds in such form and amount, and with such surety or sureties as shall be satisfactory to the County. In such event no further payment to the Contractor shall be deemed to be due under this Agreement until such new additional security for the faithful performance of the Work shall be furnished in manner and form satisfactory to the County.

The Contractor hereby assumes the entire responsibility and liability for any and all injury to or death of any and all persons, including the Contractor's agents, servants, and employees, and in addition thereto, for any and all damages to property caused by or resulting from or arising out of any act or omission in connection with this contract or the prosecution of work hereunder, whether caused by the Contractor or the Contractor's agents, servants, or employees, or by any of the Contractor's subcontractors or suppliers; and the Contractor shall indemnify and hold harmless the County and its agents and employees from and against any and all loss and/or expense which they or either of them may suffer or pay as a result of claims or suits due to, because of, or arising out of any and all such injuries, deaths and/or damage, irrespective of the County or its agents and employees negligence (**except that the County and its agents and employees shall not be indemnified for their sole negligence**). The Contractor, if requested, shall assume and defend at the Contractor's own expense, any suit, action or other legal proceedings including but not limited to cost and attorney's fees arising therefrom, and the Contractor hereby agrees to satisfy, pay, and cause to be discharged of record any judgment which may be rendered against the County and its agents and employees arising therefrom.

In the event of any such loss, expense, damage, or injury, or if any claim or demand for damages as heretofore set forth is made against the County or its agents and employees, the County may withhold from any payment due or thereafter to become due to the Contractor under the terms of this Contract, an amount sufficient in its judgment to protect and indemnify it and its agents and employees from any and all claims, expense, loss, damages, or injury; and the County, in its discretion, may require the Contractor to furnish a surety bond satisfactory to the County providing for such protection and indemnity, which bond shall be furnished by the Contractor within five (5) days after written demand has been made therefore. The expense of said Bond shall be borne by the Contractor. The Contractor, at all times that this Contract is in force, agrees to comply with all requirements of the Owner Controlled Insurance Program made a part of this contract and to provide such insurance coverage's as may be required by the Program. Copies of the endorsements shall be furnished to the County prior to execution of the Contract. Such policies shall be non-cancelable except on thirty (30) days written notice to the County.

Request for Proposal Number 05RFP7401K
Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
Section III – Contract Agreement

This Contract, executed in quadruplicate, constitutes the full agreement between the parties, and the Contractor shall not sublet, assign, transfer, pledge, convey, sell or otherwise dispose of the whole or any part of this Contract or his right, title, or interest therein to any person, firm or corporation without the previous consent of the County in writing. Any such subject assignment, transfer, pledge, conveyance, sale or otherwise shall render the contract null and void immediately upon such occurrence.

Default of Contract:

See section 108.9 of Georgia Department of Transportation Standard Specifications Construction of Roads and Bridges, current edition, which is fully incorporated herein.

Termination for Convenience – Payment:

See section 109.9 of Georgia Department of Transportation Standard Specifications Construction of Roads and Bridges, which is fully incorporated herein.

(NAME OF CONTRACTOR)

Attest:

By: _____

Title: _____

Seal (Affix)

Attest:

Clerk of Commission

FULTON COUNTY, GEORGIA

By: _____

Karen Handel, Chair, Board of Commissioners

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

By: _____
Office of the County Attorney

By: _____
Director of Public Works

GENERAL CONDITIONS

Unless otherwise modified by the Special Provisions, all work performed under this contract shall be in accordance with the Georgia Department of Transportation Standard Specifications, Construction of Roads and Bridges, 2001 Edition, and Special Provisions modifying them.

Add the following Section:

SECTION 999 – DESIGN-BUILD

999.01 DESCRIPTION

A. General

1. **Project Location:** The location of the construction work included in this Project is shown in the location map. This project is located in Fulton County.
2. **Design-Build Concept:** In the Design-Build concept, the Contractor and a design consultant (or design consultant team) shall work together to design and build the Project. The design consultant shall either be acting as a subcontractor to the Contractor or as a joint-venture member with whom this agreement has been executed. In this document, the word "consultant" or "design consultant team" shall refer to the consultant firm or consultant team acting as a subcontractor or joint venture team member to the Contractor. Fulton County, except where noted otherwise, shall have oversight responsibilities only and shall not perform official reviews and approvals of design work.

The Contractor shall not begin work until the Engineer has approved the following:

- **Basis of the design and concept has been completed and reviewed.**

3. Project Scope

This project consists of the design and construction of a traffic signal at the intersection of Dunwoody Place at Hightower Trail

The Contractor shall perform the following work, unless otherwise noted.

At the intersection of Dunwoody Place at Hightower Trail:

- a. Design and construction of a complete, functional, and fully operational traffic signalized intersection
- b. Fulton County shall provide a controller and cabinet assembly
- c. Improvements to signing and pavement marking to accommodate the new traffic signal shall be required
- d. Full pedestrian accommodations, including wheelchair ramps, shall be provided at the intersection in accordance with the current ADA requirements and Georgia DOT details and guidelines
- e. All construction shall occur within the existing right of way
- f. Steel strain poles shall be used to support traffic signals

The Georgia Department of Transportation (GDOT)'s Standard Specifications, this Special Provision, and all other Special Provisions contained in this proposal shall govern the construction of the complete intersection improvements within the limits of this project. All design activities shall be in accordance with the Georgia Department of Transportation's Traffic Signal Design Guidelines, the Non-Interstate Signing & Marking Guidelines, and any referenced publications, manuals, codes or governing documents. Variances from GDOT's specifications and design guidelines include:

- a. All traffic signal heads shall be LFE (or equivalent)

Request for Proposal Number 05RFP7401K
Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation
Section IV – Contract Documents

- b. All traffic signal heads shall have quick disconnects per Fulton County requirements
- c. All traffic signal heads shall have black faces with yellow housings
- d. All traffic signal heads shall have LED indications and shall be GELcore model with SWAY lamps (or equivalent)
- e. All presence loops shall be 6' x 50' dipole, unless otherwise approved
- f. All overhead street name signs shall contain Fulton County's logo, which is available from the County upon request
- g. All traffic signal poles shall be steel strain poles, unless otherwise noted

Any other variance from these guidelines must be approved by Fulton County.

The work covered under this Special Provision includes the furnishing of all materials, labor, tools, equipment, and other incidental items for the designing, detailing, and construction of the intersection improvements contained in the Project Scope. Advanced signing relative to proposed work, to be placed outside the limits shown on provided construction plans shall be included in work and paid for under INTERSECTION COMPLETE. All proposal materials shall become the property of Fulton County.

The Contractor shall meet with Fulton County's Engineering Administrator for Traffic Operations or his/her designee to determine and coordinate an acceptable plan that will ensure minimal disruption to the current daily activities at these sites. All costs associated with the final accepted plan shall be the responsibility of the Contractor.

The Contractor shall coordinate all design and construction activities with any adjacent project currently under construction or to be let to construction during the contract time for this project. The proposed plan shall provide for the continued daily operations of the intersections. The plan shall also identify potential disruption to the daily intersection operations due to possible unforeseen events. All costs associated with the final accepted plan shall be the responsibility of the Contractor. Possible affected resources include, but are not limited to the following: signing, marking, and signalization, conduit, pavement sensors, misc. electrical wiring, etc.

Design Consultant

The Contractor shall utilize a design firm, which has an office located in Georgia, in order to prepare the construction plans for this project. The design shall be prepared under the direct supervision of licensed design professionals, and a member of the design team who is a Professional Engineer licensed to practice engineering in the State of Georgia shall seal the final plans. Their seal on the drawing shall represent certification that the design meets all applicable codes and is of good engineering practice and standards. A member of the design firm shall be certified as a Professional Traffic Operations Engineer, as determined by The Transportation Professional Certification Board, Inc. The design firm (or lead design firm if a design team is used) shall be prequalified with GDOT in the following Area Classes: 3.06, 3.07, and 3.09.

999.02 PLANS

The plans shall be prepared in accordance with GDOT's current Plan Presentation Guide and Electronic Data Guidelines.

999.03 DESIGN

General

1. Measuring Units

The project shall be designed in English units of measurement.

2. Design Software

MicroStation J[®] software may be used to prepare design plans, but final design plans shall be furnished to Fulton County in AutoCAD 2000 (or later) format. On completion of the Project, a complete as-built set of plans shall be provided to Fulton County in the following formats: two (2) sets of CD-ROM's with all electronic design files, design notes and calculations; one full-size set of paper prints; and two (2) half-size set of paper prints. In addition, paper prints shall be required throughout the design period for the Fulton County's reviews as required by Fulton County. All files shall conform to the criteria found in the

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Electronic Data Guidelines dated March 15, 2004. This information can be found at the Georgia DOT website: <http://www.dot.state.ga.us/adds/edg/index.shtml>

3. Design Reviews

It shall be the responsibility of the Contractor to check and certify the design. Fulton County may establish dates and times for cursory reviews, and may comment on design work, but shall not require hold points, review periods, or comment responses, except as noted otherwise. If Fulton County, at any time, determines that the design work is not in conformance with Georgia DOT standards, specifications, guidelines, or good engineering practice, Fulton County reserves the right to stop work, at the Contractor’s expense, until resolution of the issue(s) or cause of the work stoppage has occurred.

Construction documents (plans and specifications) relating to the construction phases shown in the following table shall be submitted to Fulton County for review. Fulton County approval of these submittals is required. Approvals, disapprovals, or comments made by Fulton County shall be provided, in writing, to the Contractor. No construction shall begin prior to receiving approval from the Engineer. Other items shall be submitted to Fulton County, if requested.

REVIEWS

Submittal	Include:	Comments
QC/QA plan	Plan as described in 999.03.A.5	
Preliminary Intersection Improvement Layout	Half-size drawing(s) of proposed installation	This submittal shall occur after and shall reflect the Contractor’s field survey (See 999.03.A.4)
Construction Traffic Control Plan	Traffic Control Plans	
Submittals per GDOT Standard Specifications	All items required by GDOT Standard Specifications	Contractor shall submit to Fulton County all items required to be submitted to GDOT per GDOT Standard Specifications
Traffic Signal Timing	See Special Provision 687	<u>See criteria within this special provisions</u>

Structural Plans shall be submitted from the Contractor to the Engineer.

Note: Unless a different review time is specified elsewhere in the contract, a period of fifteen (15) calendar days from receipt to release of the submittal by Fulton County shall be allowed for Fulton County’s review of all submittals. The review time for structural plans is thirty (30) calendar days. All Contractor’s schedules shall reflect said review times. All submittals must be directly submitted to the Engineer. The Engineer’s receipt of submittals shall mark the beginning of the review period. **All**

submittals by the Contractor shall be required to contain a statement certifying that no unapproved design-exceptions have been incorporated in the submittal. Monthly progress meetings may be held on site per Fulton County. Attendees shall include the design-build contractor and designer, and Fulton County’s project engineer and design liaison.

Errors and omissions are the responsibility of the Design / Build Contractor to correct and shall be at the Contractor’s expense.

4. Field Surveys

The Contractor shall provide all necessary surveying data that is not available from Fulton County. The Contractor should contact Fulton County or their website to obtain available survey data. All survey data shall be in English units. The following are minimum requirements for data collection and is not intended to be comprehensive:

- a. Use the Georgia DOT feature codes when collecting the data in accordance with Georgia DOT’s Electronic Data Guidelines, current edition.
- b. Locate all visible drainage structures, horizontally only.
- c. Locate all existing overhead and underground utilities in the areas of the project that will be affected by construction.
- d. Locate all edges of pavement, curb and gutter, pavement markings (including turn arrows, stop bars, lane lines, etc.), signs, and control points.
- e. Locate existing right-of-way.
- f. Provide horizontal and vertical survey control. Horizontal control may be on a project basis, but vertical control shall be established from Fulton County G.I.S. monumentation.
- g. The accuracy for all survey data shall be as follows:

Horizontal Control:	=	1:10,000
Horizontal as-built conditions of existing features	=	0.1’
Vertical Control:	=	NOAA 3rd Order
Pavement	=	0.03’
Ground terrain	=	0.25’

5. Quality Control/Quality Assurance For Design

Fulton County, except where noted otherwise, shall have oversight responsibilities only, and shall not perform official reviews and approvals of design work. Fulton County shall not take any approval or formal review actions on design issues except as noted herein or for deviations from the intended scope of the project.

The Contractor shall employ only persons duly registered in Georgia in the appropriate category in responsible charge of supervision and design of the work; and further, shall employ only qualified, registered in Georgia land surveyors in responsible charge of any survey work.

The Contractor shall endorse all final reports, contract plans, and survey data. Such endorsements shall be made by a person(s) duly registered in the appropriate category by the Georgia State Board of Registration for Professional Engineers and Land Surveyors, being in the full employ of the Contractor and responsible for the work prescribed by this agreement.

Authorized representatives of Fulton County may, at all reasonable times review and inspect the Project activities and data collected. All reports, drawings, studies, specifications, estimates, maps, and computations, prepared by or for the Contractor, shall be available to authorized representatives of Fulton County for inspection and review in the offices of Fulton County or at another location as determined by Fulton County. The Contractor shall incorporate Fulton County’s review comments into the plans, unless agreed otherwise. No changes incorporated shall result in increased costs, unless written permission is given to the

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Contractor by Fulton County.

Before the start of the contracted design effort, the Contractor shall develop and gain Fulton County's approval for a QC/QA Plan to ensure that all design documents are prepared in accordance with GDOT's Plans Presentation Guide.

The QC/QA Plan shall include the following:

- a. The quality control and quality assurance procedures for design documents. These procedures shall specify measures to be taken by the Contractor:
 1. To ensure that appropriate quality standards are specified and included in the design documents and to control deviations from such standards, it being understood and agreed that no deviations from such standards shall be made unless they have been previously approved by Fulton County, and
 2. For the selection of suitable materials, and elements of the Work that are included in the Project.
- b. Quality control and quality assurance procedures for preparing and checking all plans, calculations, drawings, and other items submitted, to ensure that they are independently checked and back-checked in accordance with generally accepted engineering practices, by experienced engineers. The originator, checker, and back-checker shall be clearly identified on the face of all submittals. Specific procedures for verifying computer programs used shall also be included. Plans, reports, and other documents shall be stamped, signed, and dated by the responsible Georgia registered engineer where required under the contract documents, under generally accepted engineering practices, or by applicable laws. Also, a statement from the Contractor that all the reviews have been accomplished is required.
- c. Procedures for coordinating work performed by different persons in the same area, or in adjacent areas, or in related tasks to ensure that conflicts, omissions, or misalignments do not occur between drawings or between the drawings and the specifications, and to coordinate the review, approval, release, distribution, and revision of documents involving such persons.

All the persons proposed to be responsible for design Quality Control and Assurance shall be listed as follows:

- Discipline
- Name
- Qualifications
- Duties
- Responsibilities
- Authorities

All key personnel performing quality control and quality assurance functions shall be exclusively designated to such and shall not be assigned to perform conflicting duties.

All documents shall be maintained by the Contractor for the duration of the Contract and shall be organized, indexed, and delivered to Fulton County:

- A. upon Final Acceptance or
- B. even if incomplete, within seven days of receipt of request from the Fulton County. These documents may include but not be limited to the following items: design criteria, reports and notes, calculations, drawings, schematics, supporting materials, statement regarding accomplishment of reviews

6. Ownership of Documents

The Contractor agrees that all reports, drawings, studies, specifications, survey notes, estimates, maps, computations, computer files, and other data, prepared by or for it under the terms of this agreement shall be delivered to, become and remain in the property of Fulton County upon termination or completion of the work. Fulton County shall have the right to use same without restriction or limitation and without compensation to the Contractor other than that provided for in this agreement.

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Any use of these documents by Fulton County, on any project other than this one, shall be done without warranty by the Contractor.

7. Insurance

In addition to the insurance requirements covered elsewhere in this Proposal, the Contractor shall have insurance coverage of the following types and amounts:

- a. Valuable Papers Insurance in an amount sufficient to assure the restoration of any plans, drawings, field notes, or other similar data relating to the work covered by the project. Insurance shall be maintained in full force and effect during the life of the agreement.

- b. Professional Liability (Errors and Omissions) Insurance in an amount of not less than one million dollars (\$1,000,000) per claim (with a maximum of \$250,000 deductible per claim) during the agreement term and for a period of at least five years after the agreement is closed. Such policy shall cover all of the Contractor's professional liabilities, whether occasioned by the Contractor, his employees, subcontractors, or other agents, arising out of services performed under or in accordance with this agreement.

8. Publication and Publicity

Articles, papers, bulletins, reports, or other materials reporting the plans, progress, analyses, or results and findings of the work conducted under this Agreement shall not be presented publicly or published without prior approval in writing of Fulton County. All releases of information, findings and recommendations shall include a disclaimer provision and all published reports shall include the disclaimer on the cover and title page in the following form:

"The opinions, findings and conclusions in this publication are those of the author(s) and not necessarily those of Fulton County."

If any information concerning the project, its conduct, results, or data gathered or processed is released by the Contractor without prior approval from Fulton County, the release of same shall constitute grounds for termination of this Agreement without indemnity to the Contractor, but shall any such information be released by Fulton County or by the Contractor with such prior written approval, the same shall be regarded as public information and no longer subject to the restrictions of this Agreement. Provided, however, shall such information be required to be released by Fulton County under the Georgia Open Records Act, Section 50-18-70, et seq., O.C.G.A., the restrictions and penalties set forth herein shall not apply. Any request for information directed to the Contractor, pursuant to the Georgia Open Records Act, by the public shall be redirected to Fulton County for further action.

9. Copyrighting

The Contractor and Fulton County agree that any papers, interim reports, forms, and other material which are a part of work under this Agreement are to be deemed a "work made for hire", as such term is defined in the Copyright Laws of the United States. As a "work made for hire", all copyright interests in said works will vest in Fulton County upon creation of the copyrightable work. If any papers, interim reports, forms, or other material which are a part of work under this Agreement are deemed by law not to be a "work made for hire", any copyright interests of the Contractor are hereby assigned completely and solely to Fulton County. Publication rights to any works produced under this Agreement are reserved by Fulton County.

10. Patent Rights

If patentable discoveries or inventions should result from work described herein, all rights accruing from such discoveries or inventions will be the sole property of the Contractor. However, the Contractor agrees to and does hereby grant to Fulton County, an irrevocable, non-exclusive, non-transferable and royalty-free license to practice each invention in the manufacture, use and disposition according to law of any article or material and in use of any method that may be developed as a part of the work under this Agreement.

B. Plans

1. PREPARATION OF CONSTRUCTION PLANS

a. DESIGN SPECIFICATIONS AND GUIDELINES

Design for traffic signals shall be in accordance with AASHTO Standard Specifications for Structure Supports for Highway Signs, Luminaries and Traffic Signals, current edition; and AASHTO Roadside Design Guide, current edition. Plans and specifications shall conform to the requirements of the Highway Capacity Manual, current edition. Design for work shall conform to AASHTO design standards for the appropriate classification and speed design. Any deviation shall require prior approval in writing by Fulton County. The Contractor shall strive to meet “Desirable” or upper limit guidelines on all new work and reconstruction. Where this proves to be impracticable, the design shall meet or exceed “minimum” guidelines. Any deviation shall require a written design exception or variance be approved prior to incorporating the deviation in the work. The Contractor shall prepare the required design exception request for approval by Fulton County. A design exception request shall justify fully why the guideline cannot be reasonably met considering such items as right-of-way impacts, cost, mitigation measures taken, accident history, and recommendations. The Contractor **shall meet the current ADA guidelines**. In addition to the references listed above, the following references shall be used in the development of this project:

- Electronic Data Guidelines – Dated March 15, 2004.
- Turning Vehicle Templates by Jack E. Leisch & Associates or AutoTURN® program by Transoft Solutions
- Current Manual on Uniform Traffic Control Devices “MUTCD” by the U.S. Department of Transportation, Federal Highway Administration “FHWA”
- Construction Details by the Georgia DOT Road and Airport Design Office
- Traffic Signal, Signing, and Marking Details by the Georgia DOT Traffic and Safety Design Office

This list is not intended to be all-inclusive. All references shall be current editions (accepted by Georgia DOT). Any current editions that are written in metric units shall be “soft converted” to U.S. Standard Units. Any rounding will be to the dimension that will increase safety.

b. PLAN SIZES:

Full sized plans shall be furnished having overall dimensions of 36” x 24”. Half sized plans shall be furnished having overall dimensions of 11” x 17”. Review sets of plans shall be on paper with the same dimensions as half-size plans.

c. CONSTRUCTION PLAN REQUIREMENTS AND SCALE:

The plans shall be fully dimensioned in English units; all features necessary for construction shall be shown similar to the GDOT's normal practice. An example set of traffic signal plans can be found in Georgia DOT's Traffic Signal Design Guidelines. All plans shall be prepared at the scales listed below, unless otherwise approved by Fulton County. Drawings and lettering shall be such as to produce clear and legible reproductions when reduced to half-size. See Georgia DOT's Electronic Data Guidelines for further information. The scale of sheets shall be as follows:

- 1” = 30’ for traffic signal plans
- 1” = 30’ for signing and marking plans

The Contractor shall check all details and dimensions shown on the plans before they are submitted to Fulton County for review. Topography and existing conditions shall remain fully legible when plans are reduced in size, but shall be less prominent and readily distinguishable from proposed work. The Contractor shall include the design of wheelchair ramps and related improvements on the signing and marking plans. Only traffic signal improvements shall be shown on the traffic signal plans.

d. CONSTRUCTION PLANS ORGANIZATION AND SHEET INDEX:

Construction plans will be assembled in the sequence described in the Georgia DOT Plans Presentation Guide.

The total sheets shown in the Index shall be the total number of sheets in the plans. The total sheets shown in the upper

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right corner of each sheet shall be the total number of sheets submitted for the final plan submission. Any preliminary plans will be assigned temporary sheet numbers by using the sequence prefix followed by a two-digit number as described in Georgia DOT's Plans Presentation Guide.

e. COMPUTATIONS:

All design computations and computer printouts shall be neatly recorded on 8 ½" by 11" sheets, fully titled, numbered, indexed, dated, and signed by the designer/project manager and checker. The computer files and two copies of the computations fully checked and appropriately bound shall be submitted to Fulton County with the plans. See Special Provision 687 for requirements pertaining to traffic signal timing documentation.

f. PLAN PRINT REQUIREMENTS

The CONTRACTOR shall furnish all the prints necessary for the development of the preliminary and final construction plans and specifications. All prints shall be clear and legible.

g. SIGNALIZATION

All intersections shall be signalized in accordance with Special Provisions 639, 647, 682, 925, and 935. Any mention of "PLANS" in this or any other Special Provision shall mean the Contractor's plans to be produced in this Contract.

Included in this Contract shall be the required materials, labor, and any other associated costs necessary to provide a complete, functional and fully operational traffic signalized intersection.

h. SIGNING AND MARKING REQUIREMENTS

1. GENERAL

Prepare signing and marking plans in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) and any applicable AASHTO or Georgia DOT standards and guidelines.

Prepare plan sheets to show all proposed permanent roadway signs and pavement markings as they appear upon completion of the project. Place emphasis on designing clear directional signage and coordinating sign placement with roadway features, structures, sight distances, and driver awareness. The only sign installations that are anticipated are:

– Overhead street name signs

Pedestrian facilities shall be provided for all intersection approaches. As such, new crosswalks, pedestrian signal heads, push buttons, crosswalks, landings, and wheelchair ramps shall be installed for all approaches.

2. REQUIRED INFORMATION

Pavement Marking Requirements - Depict and label all required pavement markings to indicate color, width, and spacing as appropriate. Provide call-outs to adequately identify the type of each line on each sheet. Show required arrows and hatching in accordance with Georgia DOT standards and guidelines. While it is not necessary to label each type of marking, at least one note referencing the applicable standard shall be included on each sheet.

Signing Requirements – Provide a detail that reflects Fulton County design standards for each overhead street name sign. An example format for overhead street name sign details is available from the County, if requested.

3. SHEET LAYOUT

Prepare the signing and pavement marking plan sheets in the same general format as the traffic signal plans. Prepare all signing and markings plans in English and at the same scale as the traffic signal plans.

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Coordinate signing and marking items with utilities, right-of-way, and drainage structures. Include the following list of base data on each sheet:

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- a) Edge of Pavement
- b) Names of intersecting roads
- c) Any guardrail or barrier walls
- d) Drainage structures

See Georgia DOT's Non-Interstate Signing and Marking Design Guidelines for required plan sheets, formats, and design requirements.

4. MISCELLANEOUS NOTES & OTHER INFORMATION

Tabulation of Quantities - Prepare separate tabulations on standard format summary sheets for all signing and pavement marking quantities. Include signing and pavement marking pay item numbers on the project detail estimate sheet.

General Notes - Show all general notes pertaining to signing and pavement markings on the applicable signing, signalization, and marking summary sheet. If more than one summary sheet is required for an item, place the general notes on the last summary sheet for that item. Address as a minimum the following items:

- a) Ensure that all signs and pavement markings conform to the requirements of the Manual on Uniform Traffic Control Devices, current edition.
- b) Specify the type of sheeting, sign material, and post type for all signing.
- c) Specify which existing signs shall be removed by the Contractor on the plan sheets and the disposition of those materials.

5. UTILITIES

EXISTING UTILITY FACILITIES

The Contractor shall provide the location of the existing utility facilities and shall assume responsibility for their accuracy. The Contractor shall verify the accuracy of the information provided. The Contractor's attention is directed to Subsection 102.05 of the Georgia DOT Specifications to satisfy themselves concerning the conditions to be encountered. This information shall not be used without field verification testing, and/or subsurface investigations needed to design and construct this project. The Contractor shall contact Fulton County to coordinate power service to new traffic signal cabinets. The County will then contact the local power service provider to facilitate power service to the traffic signal.

RELOCATED UTILITY FACILITIES

Utility work may be required as part of this contract. The Contractor shall be required to use the One-Call Center telephone number, 1-800-282-7411, for the purpose of coordinating the marking of underground utilities. The Contractor's attention is called to Subsection 105.06 of the Georgia DOT Standard Specifications, "Cooperation with Utilities". If utility relocations are required, the Contractor shall develop a separate set of utility plans for inclusion with the overall intersection improvement plans for the project. See Georgia DOT's Electronic Data Guidelines for proper format of utility plans. The utility plans shall show the existing utility facilities, proposed utility relocations, and the proposed intersection work. The Contractor shall contact Fulton County to obtain the owners names and addresses of existing facilities within the project limits. The Contractor shall distribute the initial utility plans (showing existing utilities and proposed intersection work) to the utility owners and allow 60 calendar days for the owners to review the plans and provide a "No Conflict" letter. In the event of conflicts, the utility owner shall mark utility relocations, prepare a Utility Adjustment Schedule and an estimate of the utility relocation work and submit a permit application for any required utility relocation, within the same 60 day period. The Contractor shall forward these items to the Engineer along with the complete plans in the conflict area (the Engineer shall forward these items immediately to Fulton County for review). Note: The utility plans shall not be distributed until Fulton County has approved the Preliminary Intersection Improvement Layout. The Contractor shall coordinate with the utility owners and make every effort to avoid existing utility facilities and thereby reducing or

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eliminating utility relocations. The Contractor shall add all utility owner relocations to the utility files to complete the utility plans.

In the event of an unavoidable conflict with a utility eligible for reimbursement, the Contractor shall forward the following items to Fulton County: complete plans in the conflict area, a Utility Adjustment Schedule, a permit for utility relocation, and an estimate of the utility relocation work, including the certificate of eligibility, for use in preparing an agreement with the facility owner. Fulton County will be responsible for the preparation and execution of all agreements with facility owners.

The Contractor is reminded that utilities exist on these facilities. If a utility relocation is required, the Contractor shall continue to work on the other areas of the project(s). The Contractor's attention is directed to Georgia DOT Specification Section 105.06.

DETAILED ESTIMATE SHEET:

The Detailed Estimate Sheet shall read in double columns from top left to bottom right with the top being the 36" side of a plan sheet sized 24" by 36". The line items shall be spaced and so divided as to provide a clear and legible Detailed Estimate.

The Detailed Estimate item unit and quantity column shall be "LUMP". For example,

INTERSECTION COMPLETE – T179 LUMP LUMP

The pay item numbers shall be in numerical order within their respective category.

999.04 CONSTRUCTION:

The Contractor shall construct the project as per this document and as per the approved final plans in accordance with Georgia DOT Specifications.

Construction includes, but is not limited to the following:

1. All signing, signalization, pavement marking, wheelchair ramps and other work described in the previous subsections.
2. All Equipment and Materials stored on the project shall be stored outside the clear zone.
3. Errors and omissions are the responsibility of the Design / Build Contractor to correct and at the expense of the Contractor.
4. All salvageable material from the project shall become the property of Fulton County and shall be delivered by the Contractor to Fulton County's Traffic Signal Shop. The Contractor shall contact Fulton County's Engineering Administrator for Traffic Operations to establish a date and time for delivery of salvageable materials. Salvageable material includes traffic signals, pedestrian signals, push buttons, and cabinet assemblies with controllers and other internal traffic signal cabinet equipment.

999.05 MEASUREMENT AND PAYMENT:

The Work required under this Special Provision shall not be measured separately for payment. Payment for the items listed below, complete and accepted, shall be made at the Lump Sum price bid. Payment shall be full compensation for furnishing all materials, labor, tools, equipment, superintendence, mailing charges, and other incidentals, and for performing all work specified, including but not limited to, designing, detailing, producing construction plans (preliminary and final, electronic and hard copy), meeting with Fulton County and their designees, and complete construction.

Partial payments of the Lump Sum price will be made on monthly statements based on an approved schedule of payment. The Contractor shall develop a schedule for payment for each of the following items:

- DESIGN COMPLETE
- INTERSECTION COMPLETE

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The schedule for payment shall include a rational basis for partial payments of the Lump Sum price bid based on the completed portion of the item and definitive activities. The schedule for payment shall be submitted to the Engineer, and no payments shall be made until the plan is approved. No construction shall begin prior to said schedule being approved by the Engineer.

At the end of each calendar month, the Contractor shall provide Fulton County with a certification showing the percent complete for each Pay Item. The Contractor shall include a breakdown and supporting documents in sufficient detail to substantiate the percent complete certified.

Payment will be made under:

- Item 999-0001, DESIGN COMPLETE – T179per Lump Sum
- Item 999-0002, INTERSECTION COMPLETE – T179.....per Lump Sum

SPECIAL PROVISIONS

SECTION 101 DEFINITION AND TERMS

Section 101.14 COMMISSIONER

Delete as written and substitute the following: THE FULTON COUNTY BOARD OF COMMISSIONERS

Section 101.22 DEPARTMENT

Delete as written and substitute the following: THE FULTON COUNTY BOARD OF COMMISSIONERS

Section 101.24 ENGINEER

Delete as written and substitute the following: The Fulton County Director of Public Works, Acting directly or through his duly authorized representative or, as revealed by the context in which used, the entity responsible for the design, engineering and specifications to the plans.

Section 101.31 HOLIDAYS

Substitute: Fulton County for State of Georgia

Delete the following: January 19, Lee's Birthday; 3rd Monday in February, Washington's Birthday; April 26, Confederate Memorial Day; 2nd Monday in October, Columbus Day.

Add the following: Friday following Thanksgiving; Christmas Eve.

Section 101.48 PROPOSAL

THE TERM PROPOSAL SHALL BE CONSIDERED TO BE SYNONYMOUS WITH BID.

Add the following definitions:

Section 101.84 COUNTY

THE FULTON COUNTY BOARD OF COMMISSIONERS

Section 101.85 OWNER FULTON COUNTY, GEORGIA OR ITS AUTHORIZED REPRESENTATIVE(S)

Section 101.86 CONSTRUCTION MANAGER

THE OWNER'S AUTHORIZED REPRESENTATIVE, WHO SHALL MANAGE THE CONTRACT ON BEHALF OF OWNER.

SECTION 102 BIDDING REQUIREMENTS AND CONDITIONS

Section 102.01 PREQUALIFICATION OF BIDDERS

Add the following: This section also applies to Fulton County vendors.

Section 102.03 CONTENTS OF PROPOSAL FORMS

Delete in its entirety and substitute the following:

Bid Submittal

Bids Shall Clearly indicate the Legal Name, Address, and Telephone Number of the Bidder (Company, Firm, Partnership, Individual). Bids shall be

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Signed above the Typed or Printed Name and Title of the Signer. The Signer Shall Have the Authority to Bind the Bidder to the Submitted Bid.

One signed original and **Six** (6) copies of the technical proposal, shall be submitted in one (1) sealed package. One (1) original and two (2) copies of the cost proposals shall be submitted in one (1) sealed package. One (1) original and one (1) copies of the Contract Compliance Forms, shall be submitted in one (1) sealed package. Each sealed package must be clearly labeled and each package shall be clearly marked on the outside: **"Dunwoody Place at Hightower Trail Design-Build Traffic Signal Installation - RFP No. 05RFP7401K"** and addressed to:

Fulton County Department of Purchasing
130 Peachtree Street, S.E., Suite 1168
Atlanta, Georgia 30303

If utility work subject to the requirements of O.C.G.A. Section 43-14-8.2 is required for the project, the outside of the Bid shall also be marked, **Utility Contractor's License Number** _____.

Failure to Mark Outside of Bid Envelope as Indicated above will Result in Rejection of Bid.

Information to be Submitted

Failure to submit any required data item may be cause for rejection. Bidders may submit such other data as they deem appropriate. However, voluminous or overly elaborate Bids are discouraged.

Bid Information Shall Include:

1. Price Quote - Provide a Price Quote for Each Individual Project for Which a Bid is Submitted on the Forms Provided in the Bid Documents.
2. Bid Bond - As required by Section 102.08.
3. Insurance - Refer to Added Section 102.15.
4. Compliance with Equal Opportunity Requirements - Refer to Section 102.07G and Added Section 107.26.
5. Project Schedule - Provide a Project Schedule in Accordance with Section 108.03.
6. Affidavits - Signed, Certified Copies of the Non-Conflict of Interest Certification; Non-Collusion Affidavit of Bidder; Non-Collusion Affidavit of Sub-contractor; and Special Assurances for Utility Contract Work within Public Right-of-Way.
7. Organization Description - Provide a Short Resume of the Organization. Include Types of Similar Services/products Performed/provided by the Firm.
8. Project History - Provide a description of experience the firm has had with projects similar to the one described herein. Include contact person, name of project and telephone number, other than members of your firm, that can be contacted regarding this project.
9. Current Workload - Provide the existing workload of personnel to be assigned, showing ability to meet project needs.
10. Organization - Provide a personnel summary of those individuals anticipated to be assigned to the project and the percentage of project for which each will be responsible.
11. Financial capability - Provide certified copies of financial statements for the previous three (3) years. Note: Privately held companies should submit such financial statements as will allow adequate comparison with the financial data of publicly held companies.

References - Provide a list of references, contacts and telephone numbers that may be contacted regarding firm performance on the form provided.

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Section 102.05 EXAMINATION OF PLANS, SPECIFICATIONS, SPECIAL PROVISIONS, AND SITE OF THE WORK

Add the following Paragraphs:

The drawings, specifications, contract documents, and all supplemental documents are considered essential parts of the Contract, and requirements occurring in one are as binding as though occurring in all. They are intended to define, describe, and provide for all work necessary to complete the project in an acceptable manner, ready for use, occupancy, or operation by the Owner in case of conflict between the drawings and specifications, the specifications will govern. Figure dimensions on drawings shall govern over scale dimensions, and detailed drawings shall govern over general drawings.

In cases where products or quantities are omitted from the specifications, the description and quantities shown on the drawings shall govern.

The County will not be responsible for Bidders errors or misjudgment, nor for any information on local conditions or general laws and regulations.

The Bidder shall notify the Owner of the date and time he/she proposes to examine the work site(s). The Bidder shall confine the examination to the specific areas designated for the proposed construction, including easements and public rights-of-way. If, due to some unforeseen reason, the Owner's proceedings for obtaining the proposed construction site have not been completed, the bidder may enter the site only with the express consent of the property owner. The Bidder is solely responsible for any and all damages caused and/or resulting from the site examination.

Section 102.06 PREPARATION OF PROPOSAL

Delete fourth paragraph, beginning at the Certificate of Current Capacity.

Add the following:

The Bidder shall comply with the relevant requirements of all Federal State, County or local laws. The Bidder warrants that it has not employed or retained any company or person, other than a bona-fide employee working solely for the Bidder, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona-fide employee working solely for the Bidder, any fee, commission, percentage, brokerage fee, gifts, or any consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Owner shall have the right to annul this Agreement without liability, or, at its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

Delete the paragraph beginning "All bids in excess of \$500,000" and subsequent paragraphs.

Section 102.07 REJECTION OF PROPOSALS

In the first sentence of introductory paragraph, delete the phrase: If the Certificate of Current Capacity is not executed under Oath and Substantiated, Delete paragraph "H" and substitute the following:

EQUAL OPPORTUNITY:

Except as otherwise provided, during the performance of this Contract the Contractor agrees as follows:

- A) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed and treated during employment without regard to race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following:
 - 1. Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - 2. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this Equal Opportunity Clause. The Contractor will in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

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- B) The Contractor will send to each labor union or representative of workers with which Contractor has collective bargaining agreement or other contract or understanding, a notice advising the labor union or worker's representative of the Contractor's commitments under this Equal Opportunity Clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. Contractor agrees to comply with all Lawful agreements, if any, which the contractor had made with any association, union, or other entity, with respect to wages, salaries and working conditions, so as not to cause inconvenience, picketing, or work stoppage.

- C) The Contractor shall include the provisions of this Equal Opportunity Article in every subcontract or purchase order so that such provisions will be binding upon each subcontractor or vendor. Failure of a successful bidder or contractor to fully disclose all the contractors or subcontractors to be engaged in a given public contract award may result in cancellation of the contract and imposition of a sanction on such violating bidder or contractor for the period of one (1) year.

Section 102.08 PROPOSAL GUARANTY

Delete in its entirety and substitute:

Each bidder must submit with the bid a separate bid bond for each project, each in an amount not less than five (5) percent of the dollar amount bid. Bonds must be written by a licensed Georgia agent in a company licensed to write surety bonds in the State of Georgia, and acceptable to Fulton County. Bonds are to be made out to Fulton County, Georgia.

Attorneys-in-fact who sign bids and/or contract bonds must file a certified and effectively dated copy of their power-of-attorney with each bond.

Bonds shall be written by a surety listed in the Department of the Treasury circular 570; authorized to do business in the State of Georgia; and shall have an underwriting limitation in excess of 100% of the bid amount. The bonds and surety shall be subject to approval by the Attorney for the County.

Each bidder must submit with the bid proof of ability to provide a separate **Performance** and a **Payment Bond** for each project, each in an amount equal to One Hundred Percent (100%) of the contract amount. If awarded the Contract, the successful Contractor will be required to provide a separate Performance Bond and Payment Bond for each project, each bond in an amount of One Hundred Percent (100%) of the contract price within seven days after Notice of Award and prior to the start of any work.

Section 102.09 DELIVERY OF PROPOSALS

Delete in its entirety and substitute the following:

Any bids received after the above-stated time and date will not be considered. It shall be the sole responsibility of the bidder to have his/her bid delivered to the Fulton County Department of Purchasing and Land for receipt on or before the above stated time and date. If a bid is sent by U.S. Mail, the bidder shall be responsible for its timely delivery to the Purchasing Department. Bids delayed by mail will not be considered, shall not be opened, and arrangements shall be made for their return at the bidders request and expense.

Any bids may be withdrawn up until the date and time set above for receipt of the bids. Any bid not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of sixty (60) days to furnish Fulton County with the services set forth in the attached Scopes of Work until a bid has been duly submitted and accepted by the Fulton County Board of Commissioners. No guarantee or representation is made herein as to the time between receipt of bid and subsequent Board action.

All expenses for making bids to the County are to be borne by the bidder.

Add the following sections:

Section 102.15 INSURANCE REQUIREMENTS

The insurance requirements for this contract are described in, and the contractor shall comply with, the Owner Controlled Insurance Program, attached to and made a part of this contract.

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Any insurance provided by the Contractor pursuant to this bid must be obtained from a company licensed to do business by the Georgia Department of Insurance.

Section 102.16 ADDENDA AND INTERPRETATION

Add the following as 102.16:

No interpretation of the meaning of the Bid Documents will be made orally to any Bidder. Any request for such interpretation shall be in writing addressed to Darlene A. Banks, Fulton County Purchasing Department, 130 Peachtree Street, S.E., Suite 1168, Atlanta, GA, 30303. Each such interpretation shall be given in writing, separately numbered and dated, and furnished to each interested Bidder. Any request not received in time to accomplish such interpretation and distribution will not be accepted.

Only communications from firms which are in writing and signed will be recognized by the County. The County shall not be responsible for oral interpretations given by any County Employee, representative or others. The issuance of an addendum is the only official method whereby interpretation, clarification or additional information can be given and upon which the bidder may rely.

If any addenda are issue to this Invitation to Bid / Request for Proposal, the County will attempt to notify all prospective bidders who have secured same. However, it shall be the responsibility of each bidder, prior to submitting the bid, to contact the Fulton County Department of Purchasing at (404) 730-5800 to determine if addenda were issued and to make such addenda a part of the bid.

SECTION 103 AWARD OF CONTRACT AND EXECUTION OF CONTRACT

Add the following:

Any agreement or contract resulting from the acceptance of a bid shall be on a County approved document form. The county reserves the right to reject any agreement that does not conform to the ITB/RFP and any County requirement for agreement and contract. The County reserves the right to modify the agreement resulting from this bid upon the recommendation of the County Attorney.

Section 103.01 CONSIDERATION OF PROPOSALS

Delete in its entirety and substitute the following:

The County reserves the right to accept or reject any and/or all bids, to waive irregularities and technicalities, and to request resubmission. Any sole response that is received on the submission date may or may not be rejected by the County depending on available competition and timely needs of the County. There is no obligation on the part of the County to award the contract to the lowest bidder and the County reserves the right to award the contract to the lowest responsible bidder submitting a responsive bid with a resulting agreement which is most advantageous and in the best interest of the County. The County shall be the sole judge of the bid and the resulting agreement that is in its best interest and its decision shall be final. The County also reserves the right to make such investigation as it deems necessary to determine the ability of any bidder to perform the work or service requested. Information the County deems necessary to make this determination shall be provided by the bidder. Such information may include, but shall not be limited to, current financial statements by an independent CPA; verification of availability of personnel; and past performance records.

Section 103.02 AWARD OF CONTRACT

Delete in its entirety and substitute the following:

Section 103.02 AWARD OF CONTRACT

Subject to Section 103.01, the award(s) shall be made by the Board of Commissioners of Fulton County to the lowest responsive and responsible bidder(s) as soon as possible after receipt of bids, taking into consideration price and the responsiveness to the requirements set forth in the Request for Bid. Should the Owner require additional time to award a contract, the time may be extended by mutual agreement between the Owner and the successful Contractor. If an Award of Contract has not been made within sixty (60) days from the bid opening date, or within the extension mutually agreed upon, the Bidder may withdraw the bid without further liability on the part of either party.

Section 103.06 EXECUTION OF CONTRACT

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Delete in its entirety and substitute the following:

The Owner shall furnish the Contractor(s) the conformed copies of Contract Documents within fifteen (15) days of Notice of Award of Contract, for execution by the Contractor(s) and the Contractor's surety.

Within ten (10) days after receipt, the Contractor shall return all documents properly executed by the Contractor and the Contractor's surety.

Attached to each document shall be the power-of-attorney for the person executing the bonds for the surety and certificates of insurance for the required insurance coverage.

Within thirty (30) days after receipt of the documents executed by the Contractor and his surety with the power-of-attorney and certificates of insurance, the Owner shall complete the execution of the documents. Distribution of the completed documents will be made upon completion.

Should the Contractor and/or surety fail to execute the documents within time specified, the Owner shall have the right to proceed on the Bid Bond accompanying the bid. If the Owner fails to execute the documents within the time limit specified, the Contractor shall have the right to withdraw the Contractor's bid without penalty.

Section 103.07 FAILURE TO EXECUTE CONTRACT

Delete in its entirety and substitute the following:

Subject to O.C.G.A. Section 13-10-1 et. seq. (as amended) and O.C.G.A. 36-91-1 et. seq., failure to execute the Contract, Contract Performance and Payment Bonds, or furnish satisfactory proof of carriage of the insurance required within ten (10) days after receipt of copies of the Contract may be just cause for annulment of the award and for the forfeiture of the proposal guaranty or bid bond to Fulton County, not as a penalty, but as liquidation of damages sustained. At the decision of the County, the award may then be made to the next lowest responsible Bidder, or the work may be re-advertised or constructed by County forces. The Contract and Contract bonds shall be executed in quadruplicate.

SECTION 104 SCOPE OF WORK

Section 104.03 ALTERATION OF PLANS OR CHARACTER OF WORK

Retain 104.03 B, C, and D and delete remainder in its entirety and substitute the following:

A. CHANGES IN THE WORK:

The Construction Manager as the Owner's Agent, may, pursuant to Fulton County Change Order Procedures (800-6), at any time, without notice to the sureties, by written order designated or indicated to be a change order, make any change in the Work within the general scope of the Contract, including but not limited to changes in the following:

1. In the specifications (including drawings and designs);
2. In the method or manner of performance of the work;
3. In the Owner-furnished facilities, equipment, materials, services, or site; or
4. Directing acceleration in the performance of the work.

Any other written order or oral order (which terms as used in this paragraph (b) shall include direction, instruction, interpretation or determination) from the Construction Manager which causes any such change, shall be treated as a change order under this clause, provided that the Contractor gives the Construction Manager written notice stating the date, circumstances, and source of the order and that the Contractor regards the order as a change order.

Except as herein provided, no other, statement, or conduct of the Construction Manager shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment hereunder. All change orders shall be issued pursuant to the Owner's change order policies and procedures.

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If any change under this clause causes an increase in the Contractor's cost of, or the time required for, the performance of any part of the Work under this Contract, whether or not changed by any order, an adjustment may be made and the Contract modified in writing accordingly; provided, however, that except for claims based on defective plans or specifications, no claim for any change under (b) above shall be allowed for any costs incurred more than five (5) days before the Contractor gives written notice as therein required; and provided further, that in the case of defective plans or specifications for which the Owner is responsible, the adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with such defective plans or specifications. The responsibility of the owner for defective plans or specifications under this Section shall be determined on the same standard of liability as applies to claims for delay under Section 105.13B.

If the Contractor intends to assert a claim for an equitable adjustment under this clause, he must, within thirty (30) days after receipt of a written change order under (a) above or the furnishing of a written notice under (b) above, submit to the Construction Manager a written statement setting forth the general nature and monetary extent of such claim, unless this period is extended by the Construction Manager. The statement of claim hereunder may be included in the notice under (b) above.

The Owner may, when changes are minor or when changes would result in relatively small changes in the Contract Price or Contract Time, elect to postpone the issuance of a Change Order until such time that a single change order of substantial importance can be issued incorporating several changes. In such cases, the Owner shall indicate this intent in a written response to the Contractor's request for a change.

No claim by the Contractor for an adjustment hereunder shall be allowed if asserted after final payment under this Contract.

B. CHANGES IN CONTRACT PRICE:

The Contract Price constitutes the total compensation (subject to authorized adjustment) payable to Contractor for performing the work. All duties, responsibilities and obligations assigned to or undertaken by the Contractor shall be at Contractor's expense without changes in the Contract Price.

The Contract Price may only be changed by a Change Order (800-6). Any claim for an increase in the Contract Price shall be based on written notice delivered to the Construction Manager within fifteen (15) days of the occurrence of the event giving rise to the claim. Notice of the amount of the claim with supporting data shall be delivered within thirty (30) days of such occurrence unless the Construction Manager allows an additional period of time to ascertain accurate cost data. Any change in the Contract Price resulting from any such claim shall be incorporated in a Change Order.

The value of any work by a Change Order of any claim for an increase or decrease in the Contract Price shall be determined in one of the following methods in the order of precedence listed below:

- 1) By estimating the number of unit quantities of each part of the work which is changed (either increased or decreased) and then multiplying the estimated number of such unit quantities by the price Bid (which price shall include the Contractor's overhead and profit) for a unit quantity thereof.
- 2) The Owner shall fix the total lump sum value of the change in the work of the Contractor following submittal within a reasonable time from the Contractor of an estimate of the direct cost of the work, which shall be added to or deducted from the Contract Price (which estimate shall include the Contractor's overhead and profits. If the Contractor does not submit an estimate of cost of the work in a reasonable time or if the Owner and Contractor do not reach agreement on the cost, the Owner may fix the total lump sum value at some reasonable amount. On any lump sum change which involves a net credit to the Owner, no allowance for overhead and profit shall be included.

C. CHANGES IN CONTRACT TIME:

The Contract Time may be changed only by a Change Order (800-6). Changes in the Work described in the subsection above entitled Changes in the Work and any other claim made by the Contractor for a change in the Contract Time shall be evaluated by the Owner with the assistance and input of the Construction Manager and if the conditions warrant, an appropriate adjustment of the Contract Time will be made.

The Owner, when making these evaluations shall take into consideration the amount and scope of Work which has been changed and shall

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evaluate if the change in Work has affected the critical path activities as currently approved on the Schedule of Record such that it would delay the completion of the Project. If after these evaluations have been made and in the opinion of the Owner, the Contractor is due an extension of time, then it shall be granted by a Change Order and the Owner shall pay the associated cost due the Contractor for direct field costs attributable to such extension.

Section 104.05 MAINTENANCE DURING CONSTRUCTION

Add to Section 104.05 F:

- F. For this contract, all flaggers must have received training and a certificate upon completion of the training program. All costs for providing certified flaggers will be born by the Contractor and payment to the Contractor will be included in the overall price bid for the project or in the item for Traffic Control when Traffic Control is included in the Contract as a pay item. Failure to provide certified flaggers as required above shall be reason for the Construction Manager suspending work involving the flagger(s) and withholding all payments due until the Contractor provides the certified flaggers.

Add the following as Section 104.05 H:

- H. The Contractor shall not perform work, move equipment or materials on the traveled way that slows traffic flow between the hours of 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m. Equipment or materials moved on or across the traveled way at other times shall be done in such a manner as not to unduly interfere with traffic.

In the event that compliance with the objectives stated above are not achieved, the Construction Manager shall close down all operations being performed. The Construction Manager shall also withhold any payments due, when necessary, until the above requirements have been met.

There will be no separate measurement of payment for the work described herein, and all cost, direct or indirect, for complying with this requirement shall be included in the price bid for TRAFFIC CONTROL.

SECTION 105 - CONTROL OF WORK

Section 105.02 PLANS AND WORKING DRAWINGS

Add the following:

SHOP DRAWINGS:

The term "shop drawings" includes as-built drawings, diagrams, layouts, prints, descriptive literature, test reports, samples, calculations, schedules, schematics, material lists and information and items of similar meaning furnished by the Contractor to explain in detail specific portions of the Work required by the Contract.

A. SUBMITTAL REQUIRED:

The Contractor shall furnish to the Construction Manager for review in accordance with the procedure outlined below, as-built drawings and descriptive literature for all manufactured or fabricated products. Performance curves and detailed information on non-manufactured products shall be provided when requested by the Construction Manager. Additional information such as special drawings, schedules, calculations and curves, shall be provided as specifically required in the Contract Documents. All submittals shall become the property of the OWNER with unrestricted rights of publication, disclosure, and use without attribution. Submittals shall include, but are not limited to, the following:

1. Labeling: Labeling equipment shall include:
 - a. Job name and job location.
 - b. Specification reference section and numbers.
 - c. Contract Drawing reference section and numbers.
2. Orderliness of Submittal: Shop drawings shall include in either a typed form or by reference numbers indicated on the submittal all items referenced in the Specification. This list shall follow the sequence of the Specifications.

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3. Drawings (as-built): Drawings of equipment and materials shall be job specific and become the OWNER's property. Catalog drawings are not acceptable unless they have been clearly modified for the Project.

B. CONTRACTOR'S REVIEW:

The Contractor shall review and check Drawings and submittals. The Contractor shall indicate Contractor's approval by initials and date, and shall also reference each submittal to the paragraph of the Specifications or the Drawing number where the item appears. If the Drawings or submittal deviate from the Contract Documents, the Contractor shall advise the Construction Manager, in writing, of the deviation and the reasons therefor. The Contractor shall submit a minimum of six (6) copies of all shop drawings to the Construction Manager. All submittal Drawings shall be certified by a Professional Engineer Registered in the State of Georgia. A transmittal form shall accompany each submittal or group of submittal. A separate transmittal sheet shall be used for reference to each numbered paragraph of the Specifications.

C. ENGINEER'S REVIEW:

All submittals will be reviewed within a reasonable time after receipt, stamped, dated and initialed by the Engineer before they are returned to the Contractor.

1. Acceptable submittals will be marked No Exceptions Taken. A minimum of three (3) copies will be retained by the Engineer for the Engineer's and the Owner's use and the remaining copies will be returned to the Contractor.
2. Submittal requiring minor corrections before the product is acceptable will be marked "Make Corrections Noted". The Contractor may not order, fabricate or ship the items included in the submittal until the indicated corrections are made. Drawings must be resubmitted for review prior to installation or use of products.
3. Submittals marked "Amend and Resubmit" must be revised to reflect required changes and the initial review procedure repeated. The "Rejected - See Remarks" notation is used to indicate products which are not acceptable. Upon return of a submittal so marked, the Contractor shall repeat the initial review procedure utilizing acceptable products.

D. DRAWINGS FOR CONSTRUCTION:

Drawings or other submittal not bearing the Engineer's No Exceptions Taken notation shall not be issued to subcontractor or utilized for construction purposes. No work shall be done or products installed without a drawing or submittal bearing the No Exceptions Taken notation. The Contractor shall maintain at the job site a complete set of shop drawings bearing the Engineer's stamp.

E. SUBSTITUTIONS:

In the event the Contractor obtains the Engineer's approval for the use of products other than that which is called for in the Contract Documents, the Contractor shall, at Contractor's expense and using methods approved by the Engineer, make any changes to structures, piping and electrical work that may be necessary to accommodations these products.

F. CONTRACTOR'S RESPONSIBILITY

Use of the "No Exceptions Taken" notation on shop drawings or other submittal is general and shall not relieve the Contractor of the responsibility of furnishing products of the proper dimension, size, quality, quantity, materials and all performance characteristics, to efficiently perform the requirements and intent of the Contract Documents. The Engineer's review shall not relieve the Contractor of responsibility for errors of any kind on the shop drawings. Review is intended only to assure conformance with the design concept of the Project and compliance with the information given in the Contract Documents. The Contractor is responsible for dimensions to be confirmed and correlated at the job site.

The Contractor is also responsible for information that pertains solely to the fabrication processes or to the technique of construction and for the coordination of the work of all trades. Any materially differing site condition as between what is shown on the Drawings and Specifications and actually found on site shall be immediately reported to the Construction Manager in writing prior to the commencement of Work at the site. Failure of the Contractor to notify the Construction Manager in writing of the differing site condition prior to performance of Work at the site shall constitute a waiver of any claim for additional monies.

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Any Change Order necessitated by the differing site condition shall be processed as provided under "Changes in the Contract".

Any ambiguities or need for clarification of the Drawings or Specifications shall be immediately reported to the Construction Manager in writing. Any such ambiguity or need for clarification shall be handled by the Construction Manager in writing. No clarification of the Drawings and Specifications hereunder by the Construction Manager shall entitle the Contractor to any additional monies unless a Change Order has been processed as provided by Section 104.03 hereof.

Any work done by the Contractor following a discovery of such differing site condition or ambiguity or need for clarification in the Contract Drawings and Specifications prior to a written report to the Construction Manager shall not entitle the Contractor to additional monies and shall be done at the Contractor's risk.

The Construction Manager will furnish the Contractor five (5) copies of the Contract Drawings and the Specifications, which shall remain the OWNER'S property, one copy of which the Contractor shall have available at all times on the Project site.

Section 105.03 CONFORMITY WITH PLANS AND SPECIFICATIONS

Add the following:

Whenever the Engineer's design is based on a specific product of a particular manufacturer, that manufacturer will be shown on the Drawings and/or listed first in the list of approved manufacturers in the Specifications. Substitutions will be considered if the term "Equal To" precedes the names of approved manufacturers in the Specifications.

The Contractor may, after receiving the Notice to Proceed, submit shop drawings on the substitute product for consideration.

Any Bidder intending to furnish substitute products is cautioned to verify that the item being furnished will perform the same functions and have the same capabilities as the item specified. The Bidder should include in the Bid the cost of accessory items which may be required by the substitute product, even though named, and the cost of any architectural, structural, mechanical, piping, electrical or other modifications required to accommodate the substitution.

Approval of the Engineer is dependent on the Engineer's determination that the product offered is essentially equal in function, performance, quality of manufacture, ease of maintenance, reliability, service life and other criteria to that on which the design is based, and will require no major modifications to structures, electrical systems, control systems, or piping systems.

Section 105.11 INSPECTION OF WORK

Add the following:

Unless otherwise provided in this Contract, acceptance by the Owner shall be made as promptly as practicable after completion and inspection of all work required by this Contract, or that portion of the Work that the Construction Manager determines can be accepted separately. Prior to any such inspection, contractor shall provide Record Drawings, certified by a Professional Engineer, registered in the State of Georgia, for that portion of the Work to be inspected. Acceptance shall be final and conclusive except as regards latent defects, fraud, or such gross mistakes as may amount to fraud, or as regards the Owner's rights under any warranty or guarantee.

Section 105.13 CLAIMS FOR ADJUSTMENT AND DISPUTES

Delete 105.13 (A) (3)

SECTION 106 - CONTROL OF MATERIALS

Section 106.01 SOURCE OF SUPPLY AND QUANTITY OF MATERIALS

Add the following:

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Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be new and of the most suitable grade for the purpose intended. Unless otherwise specifically provided in this contract, reference to any equipment, material or article, or patented process by trade name, make, or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. The Contractor may, at his option, use any equipment, material, article, or process, which in the judgement of the Construction Manager, is equal to that named. The Contractor shall furnish to the Construction Manager for his approval the name of the manufacturer, the model number, and other identifying data and information respecting the performance, capacity, nature, and rating of the machinery and other equipment which the Contractor contemplates incorporating in the work. When required by this contract, or when called for by the Construction Manager, the Contractor shall furnish the Construction Manager for approval full information concerning the material or articles which he contemplates incorporating in the work. When so directed, samples shall be submitted for approval at the Contractor's expense, with all shipping charges prepaid.

Machinery, equipment, material, and articles installed or used without required approval shall be at the risk of subsequent rejection. All work under this contract shall be performed in a skillful and workmanlike manner.

SECTION 107 - LEGAL REGULATIONS AND RESPONSIBILITY TO THE PUBLIC

Section 107.01 LAWS TO BE OBSERVED

Delete in its entirety and substitute the following:

The Contractor's attention is directed to the fact that all applicable Federal, State and County laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the Projects shall apply to the Contract throughout, and they will be deemed to be included in the Contract as though written out in full herein. The Contractor shall keep fully informed of all laws, ordinances and regulations of the Federal, State, County, and municipal governments or authorities in any manner affecting those engaged or employed in the Work or the materials used in the Work or in any way affecting the conduct of the Work and of all orders and decrees of bodies or tribunals having any jurisdiction or authority over same. If any discrepancy or inconsistency should be discovered in these Contract Documents or in the Drawings or Specifications herein referred to, in relation to any such law, ordinance, regulation, order or decree, the Contractor shall herewith report the same in writing to the Owner. The Contractor shall at all times observe and comply with all such existing and future laws, ordinances and regulations, and shall protect and indemnify the Owner and the Owner's agents against the violation of any such law, ordinance, regulation, order or decree, whether by the Contractor or by the Contractor's employees.

Section 107.02 PERMITS AND LICENSES

Add the following:

Permits and licenses of a temporary nature, including building permits, necessary for the prosecution of the Work shall be secured and paid for by the Contractor. Permits, licenses and easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the Owner, unless otherwise specified. The Contractor will pay all sales, consumer, use and other similar taxes required by the law of the place where the Work is performed. The Contractor is obligated to comply with all local and state sales and use tax laws. The Contractor shall provide the Owner with documentation to assist the Owner in obtaining sales and/or use tax refunds for eligible machinery and equipment used for the primary purpose of reducing or eliminating air or water pollution as provided for in Chapter 48-8-3(36) and (37) of the Official Code of Georgia Annotated. Acceptance of the project as completed will not be made by the Owner until the Contractor has fully complied with this requirement.

Section 107.07 PUBLIC CONVENIENCE AND SAFETY

Add the following:

The Contractor shall install all necessary appurtenances along highways, streets and roadways in accordance with MUTCD and Fulton County regulations, with reference to construction operations, safety, traffic control, road maintenance and repair.

A. PROTECTION OF TRAFFIC:

The contractor shall provide suitable signs, barricades and lights for protection of traffic in locations where traffic may be endangered by Roadway improvements. They shall be removed as soon as conditions which necessitated their placement has been cleared. No highway, street, or roadway shall be closed without first obtaining permission from the proper authority.

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1. The contractor shall provide, erect and maintain all necessary barricades suitable and sufficient lights and other traffic control devices; shall provide qualified flaggers where necessary to direct traffic; shall take all necessary precautions for the protection of the work and the safety of the public. Flaggers shall be certified by attending a Georgia DOT approved flagged training program.
2. Roadway construction traffic devices and their installation shall be in accordance with the current Manual On Uniform Traffic Control Devices for Streets and Highways.
3. Placement and removal of construction traffic control devices shall be coordinated with the DOT and Fulton County a minimum of 48 hours in advance.
4. Installation of construction traffic control devices shall be performed prior to commencement of channel improvement activities. Construction traffic control devices shall be removed immediately following their useful purpose.
5. Traffic control devices used intermittently, such as Flagmen Ahead signs, shall be removed and replaced when needed.
6. Channelization devices shall be positioned preceding an obstruction at a taper length as required by current Manual on Uniform Traffic Control Devices for streets and Highways, appropriate for the speed limit at location. Channel devices shall be patrolled to ensure that they are maintained in the proper position throughout their period of use.

Section 107.13 PROTECTION AND RESTORATION OF PROPERTY AND LANDSCAPE

Section 107.13.B. EROSION AND SILTATION CONTROL

Add the following:

NOTE: The Contractor shall comply with all aspects of the National Pollutant Discharge Elimination System (NPDES) general Permit No. GAR 100000, effective August 1, 2000.

All measures for the control of erosion and siltation must follow the guidelines as specified in the Georgia Erosion and Sedimentation Act of 1975 (as amended).

Add the following paragraphs to Section 107.13.C:

All measures required to minimize water pollution to affected waters shall be undertaken in the proposed Work. To achieve this end, regard shall be given to the protection of the watershed natural cover, measures instituted to assure minimal siltation and bank erosion from the construction, and other measures taken to reduce water pollution to a minimum. The Contractor must adhere to the Soil Erosion and Sedimentation Act of 1975 (as amended) and the Erosion and Sedimentation Control Ordinance of Fulton County in effect at the time of the issuance of this agreement.

Any area used or involved in the Project disturbed by the Contractor, shall be restored to present or better condition even though such area is outside the limits of that specified for grading, grassing or landscaping.

All chemicals used during Project construction or furnished for Project operation, whether herbicide, pesticide, disinfectant, polymer, reactant or of other classification, must show approval of either EPA or USDA. Use of all such chemicals and disposal of residues shall be in strict conformance with instructions.

Necessary sanitary conveniences for the use of the labor on the Work shall be erected and maintained by the Contractor to comply with all applicable laws and regulations and in accordance with all Safety requirements. Their use shall be strictly enforced.

Should the Contractor so desire, he may build shanties or other structures for housing tools, machinery, and supplies, but they will be permitted only in locations approved by the Construction Manager, and their surroundings shall be maintained at all times in a sanitary and satisfactory manner. On or before the completion of the Work, all such structures shall be removed, together with all rubbish and trash, at the expense of the Contractor.

The Contractor shall restore all easement areas upon completion of the Work and before leaving the Project Work Area. The Owner reserves the right to withhold funds for unsatisfactory clean-up and easement restoration.

Section 107.13 F. Mailboxes

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Delete subsection F and substitute the following:

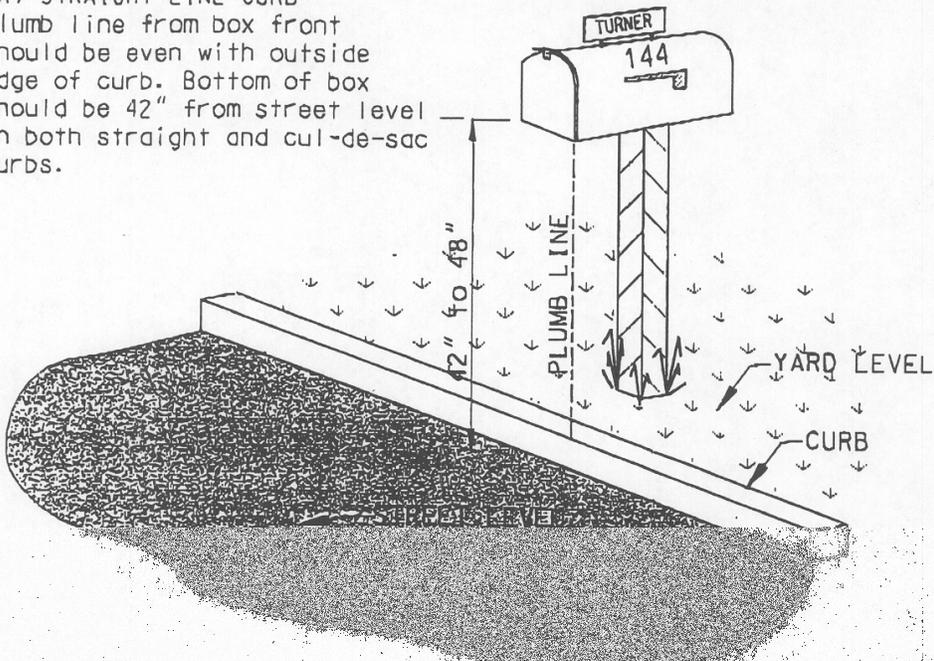
The Contractor shall have responsibility for removing and relocating all mailboxes to an area outside of the construction limits but still accessible for mail deliveries and convenient to the mail carrier and the patron during the entire time of construction. It may be necessary for the Contractor to confer with the Post Office serving the area. The U.S. Postal Service has provided guidelines for the final placement of mailboxes as shown in the following figures.

As soon as construction has progressed to the stage that the mailbox may be erected in its permanent position, the Contractor shall coordinate the erection with the patron and the Post Office serving the area. Any damages to the posts or mailboxes due to the removal and/or relocations by the Contractor will remain the responsibility of the Contractor, all damages posts and/or mailboxes shall be replaced and installed by the Contractor at his expense, excluding mailbox enclosures of masonry construction.

Any cost or costs to the Contractor for removing, relocating or installations of mailboxes as stated above, shall be included in the overall bid price.

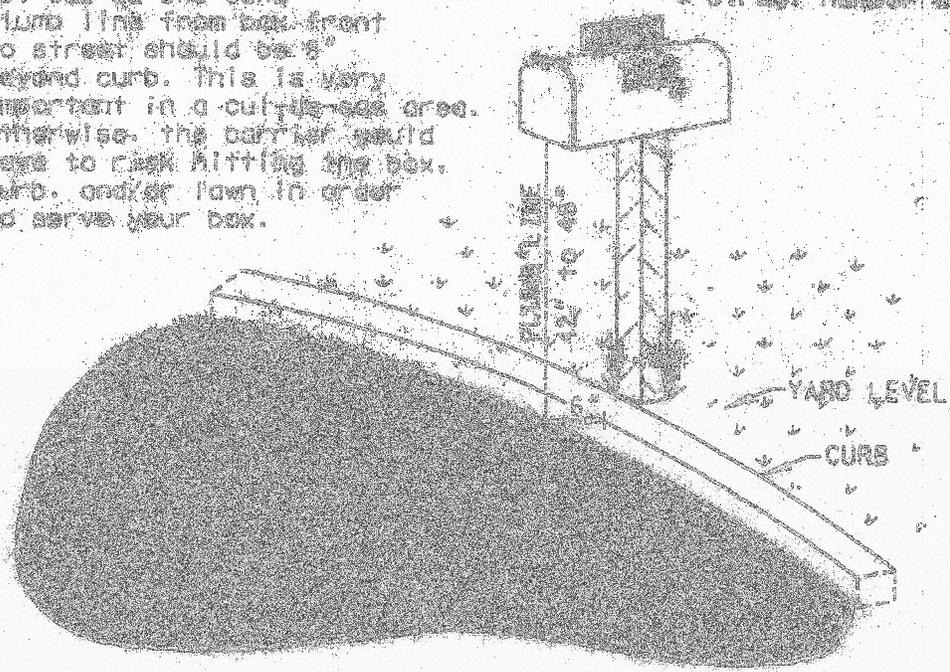
(A) STRAIGHT LINE CURB

Plumb line from box front should be even with outside edge of curb. Bottom of box should be 42" from street level on both straight and cul-de-sac curbs.



(B) CUL-DE-SAC CURB

Plumb line from box front to street should be 5" beyond curb. This is very important in a cul-de-sac area. Otherwise, the barrier would have to rack hitting the box, curb, and/or lawn in order to serve your box.



U.S. POSTAL SERVICE MAILBOX GUIDELINES

The carrier can best serve/approach your box when it is positioned to the right of your driveway (when facing house). unless there is a cement drain on that side or, of course, if you live on a corner and your box and driveway are not on the same street. CAUTION: Be careful not to dig into telephone or power lines when erecting mail box.

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Section 107.16 OPENING SECTION OF PROJECT TO TRAFFIC

Add the following:

The Owner shall have the right to take possession of or use any completed or partially completed part of the Work. Prior to such possession or use, the Construction Manager shall furnish the Contractor an itemized list of work remaining to be performed or corrected on such portions of the Project as are to be possessed or used by the Owner, provided that failure to list any item of Work shall not relieve the Contractor of the responsibility for compliance with the terms of the Contract. Such possession or use shall not be deemed an acceptance of any Work under the Contract. While the Owner has such possession or use, the Contractor, notwithstanding the provisions of the article of this Contract, entitled, Permits and Responsibilities, shall be relieved of the responsibility for the loss or damage to the Work resulting from the Owner's possession or use. If such prior possession or use by the Owner delays the progress of the Work or causes additional expense to the Contractor, such shall be transmitted to the owner in writing and an equitable adjustment in the Contract Price or the time of completion may be made, and the Contract may be modified in writing accordingly.

Section 107.18 ACQUISITION OF RIGHT OF WAY

Add the following paragraphs:

The Owner will provide, as indicated in the Contract Documents, the lands upon which the Work is to be done, rights-of-way for access thereto, and such other lands which are designated for the use of the Contractor. The Contractor shall confine the Contractor's Work and all associated activities to the easements and other areas designated for the Contractor's use. The Contractor shall comply with any limits on construction methods and practices which may be required by easement agreements. If, due to some unforeseen reason, the necessary easements are not obtained as scheduled, the Contractor may receive an extension of Contract Time, dependent upon the effect on the critical path activities of the project schedule.

Notwithstanding any provision to the contrary herein, should the owner fail to obtain the necessary rights-of-way contemplated in the scope of work, and should the work to be performed be stopped, delayed and/or enjoined by a court-of-law or otherwise, either party may terminate this agreement pursuant to the Termination for Convenience Clause and such clause shall govern in all respects any termination stemming from the Owners failure to obtain the necessary rights-of-way contemplated in the scope of work.

The Contractor shall inspect all easements and rights-of-way to insure that the County has obtained all land and rights-of-way as shown in the plans necessary for completion of the Work to be performed pursuant to the Contract Documents. The Contractor shall comply with all stipulations contained in easements acquired by the Department.

Section 107.20 NO WAIVER OF LEGAL RIGHTS

Add the words AND WARRANTY to the title of this section.

Add the following:

WARRANTY:

The Contractor shall warrant for a period of one year from the date of the final acceptance that the completed project is free from all defects due to faulty products or workmanship and the Contractor shall promptly make such corrections as may be necessary by reason of such defects. The Owner will give notice of observed defects with reasonable promptness. In the event that the Contractor should fail to make such repairs, adjustments, or other work that may be made necessary by such defects, the Owner may do so and charge the Contractor the cost thereby incurred. The Performance Bond shall remain in full force and effect through the warranty period.

Section 107.21 CONTRACTORS RESPONSIBILITY FOR UTILITY PROPERTY AND SERVICE

Add the following sentence to 107.21.A:

The Contractor is responsible for the location of above and below ground utilities and structures which may be affected by the Work.

Add the following to 107.21.B:

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EXISTING UNDERGROUND UTILITIES AND OBSTRUCTIONS:

The contractor, as required by Georgia Law (Code Section 25-9-1 through 25-9-13), shall call the Utilities Protection Center (UPC) at 325-5000 or 1-800-282-7411, and all utilities, agencies or departments that own/or operate utilities in the vicinity of the construction work site to verify the location of existing utilities.

A. EXISTING UTILITY LOCATION:

The following steps shall be exercised to avoid interruption of existing utility service.

1. Provide the required notice to the utility owners and allow them to locate their facilities according to the Georgia Law.
2. Expose the facility to verify its true location and grade in advance of roadway improvement. Repair or have repaired, any damage to utilities resulting from locating or exposing their true location.
3. Avoid utility damage and interruption by protecting it with means or methods recommended by the utility owner.

Add the following to 107.21.C.

The Contractor shall so schedule the Work that the operation of any existing facility, including water mains and sewers, will not be interrupted. In the event certain tie-ins or other operations make it absolutely necessary to interrupt the operation of existing facilities, the Owner will be notified and such work will be done at a time and in a manner acceptable to the Construction Manager. Bypasses of untreated or partially treated wastes which are absolutely necessary to complete the Work shall be shown on the Construction Progress Schedule. The Construction Manager shall be notified in writing of the date and time, and duration of such bypasses at least ten (10) days in advance.

The Contractor shall protect from damage all existing improvements or utilities at or in proximity to the site of the Work, and shall repair or restore any damage to such facilities resulting from failure to exercise reasonable care, in the performance of work. If the Contractor fails or refuses to repair any such damage promptly, the Owner may have the Work performed and charges the cost thereof to the Contractor.

Prior to implementing Roadway Improvements, the Contractor shall verify all existing utilities true vertical and horizontal location within the vicinity. In order to avoid conflicts between existing and proposed facilities or utilities, the Contractor shall take whatever means may be necessary to protect existing facilities or utilities during performance of Roadway Improvements, as approved by the Engineer/Construction Manager. No payment will be made for the relocation of existing utilities or for any work associated with the protection of existing facilities or utilities unless contract pay items are included.

The owner and/or operators of private or public utilities shall have access to such utilities at all times for the installation, maintenance, adjustment, repair and operation of said utilities. No extra compensation will be allowed because of the delay or interference caused by such work.

The plans show the approximate location of certain underground utilities, gas mains, water lines, drains, telephone cables, and structures according to information presented and available in the records. The determination of the exact location and other data on all existing facilities, their proper protection, maintenance and support during the prosecution of the work, is the express responsibility of the Contractor.

Wherever existing utilities are encountered which conflict in actual position and location with the proposed work, the Contractor shall promptly notify the utility owner and Construction Manager.

Temporary support, beams or bridging for utilities shall be left in place during backfill operations unless otherwise directed by the Construction Manager.

All costs in connection with supporting, protecting, relocating, removal, repair of damage, restoration of other ground structures, whether or not they are shown on the plans, not borne by the owner or owners of the utilities shall be borne by the Contractor.

No separate payment will be made for any work performed as herein above specified unless otherwise stated in the bid as a separate payment item. All costs in connection therewith shall be included in the contract price for the item to which the work pertains.

The Contractor shall be solely and directly responsible to the owner and/or other operator of such utility properties for any damage, injury, expense,

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loss, inconvenience or delay, or for any suits, actions, claims or any character brought on account of any damages which may result from the carrying out of the work.

The utilities shown on the plans are for the Contractor's benefit and are to be considered as approximate in location and are not all inclusive or exact. It is the Contractor's responsibility to contact all utilities and have them locate their lines in the field. Utilities shall be contacted a minimum of two (2) working days prior to commencing of construction.

It will be the Contractor's responsibility to conform to all the requirements of the specifications as they relate to cooperation with utility owners and the protection of utility installations that exist on the Project.

The Contractor will not be paid for any delays or extra expense caused by utility facilities, obstructions, or any other items not being removed or relocated to clear construction in advance of his work.

It shall be the responsibility of the Contractor to coordinate his work with any work to be performed by others in any right-of-way clearance and arrange a schedule of operations that will allow for completion of the Project without undue delay.

Information concerning utility facilities known to exist within the Project limits is shown on the contract drawings.

Add the following Section 107.26 EQUAL OPPORTUNITY

Except as otherwise provided, during the performance of this Contract the Contractor agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.

The Contractor will take affirmative action to ensure that applications are employed and treated during employment without regard to race, color, religion, sex, or national origin. Such action shall include but not be limited to, the following.

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this Equal Opportunity Clause.

The Contractor will in all solicitations or advertisement for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

The Contractor will send to each labor union or representative of workers with which Contractor has collective bargaining agreements or other contracts or understanding, a notice advising the labor union or worker's representative of the Contractor's commitments under this Equal Opportunity Clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. Contractor agrees to comply with all Lawful agreements, if any, which the contractor had made with any association, union, or other entity, with respect to wages, salaries, and working conditions so as not to cause inconvenience, picketing, or work stoppage.

The Contractor shall include the provisions of this Equal Opportunity article in every subcontract or purchase order so that such provisions will be binding upon each subcontractor or vendor.

Failure of a successful bidder or contractor to fully disclose all the contractors or subcontractors to be engaged in a given public contract award may result in cancellation of the contract and imposition of a sanction on such violating bidder or contractor for the period of one (1) year.

SECTION 108 - PROSECUTION AND PROGRESS

108.01 SUBLETTING OF CONTRACT

Change the following:

In the third and fifth paragraphs, change the reference to "seventy percent (70%)" to read "sixty-five percent (65%)."

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Delete the following:

All that remaining portion of the sixth paragraph starting with the sentence beginning: Except for certain items exempted.

Add the following:

In accordance with the provisions stated above, the following items are designated Specialty Items whenever they appear in the Contract:

- All Grassing Items
- All Fencing Items
- All Highway Lighting Items
- All Highway Sign Items
- All Guardrail Items (Except Bridge Handrail)
- All Utility Items
- All Comfort and Convenience Facilities Rest Areas
- All Landscaping Items
- All Pressure Grouting, Slab Removal and Replacement
- All Permanent Traffic Markings
- All Signal Systems
- All Railroad Trackwork above Sub-ballast
- Construction Layout

If the Contractor elects to sublet a Specialty Item, no work on any such Specialty Items shall be begun without prior approval of the necessary subcontract.

The Contractor's cost for Construction Layout shall be fully documented prior to deduction from the original Contract Amount.

108.02 NOTICE TO PROCEED:

Retain as written except as follows:

Delete the second paragraph which begins "Within 10 calendar days..." and substitute the following:

Within 10 calendar days after the Notice to Proceed has been issued, the Contractor shall begin the work. Contract Time charges for calendar day projects will begin on the date the Contractor starts to work, or 10 days after the Notice to Proceed, whichever comes first. For Completion Date Projects Contracts Time charges shall begin on the day after the Notice to Proceed.

(When Applicable): Right-of-Way Acquisition on this project is complete with the exception of parcel nos _____, _____, _____, _____, _____, _____, _____, _____. These parcels will be available no later than _____, _____ 200_____.

The Owner has the authority to suspend the Work wholly or in part, for as long as he may deem necessary, because of unsuitable weather, or other conditions considered unfavorable for continuing the Work, or for as long as he may deem necessary by reason of failure of the Contractor to carry out orders given, or to comply with any provision of the Contract. If the performance of all or any portion of the Work is suspended or delayed by the Owner, in writing, for an unreasonable period of time (not originally anticipated, customary, or inherent to the construction industry) and the Contractor believes that additional compensation and/or contract time is due as a result of such suspension or delay, the Contractor shall submit to the Owner, in writing, a request for adjustment within 7 calendar days of receipt of the notice to resume work. The request shall set forth the reasons and support for such adjustment.

Upon receipt, the Owner will evaluate the Contractor's request. If the Owner agrees that the cost and/or time required for the performance of the Contract has increased as a result of such suspension and the suspension was caused by conditions beyond the control of, and not the fault of the Contractor, its suppliers, or subcontractors at any approved tier, and not caused by weather, the Owner will make an adjustment (excluding profit) and modify the Contract in writing accordingly. The Owner will notify the Contractor of his/her determination whether or not an adjustment of the Contract is warranted.

No contract adjustment will be allowed unless the Contractor has submitted the request for adjustment within the time prescribed.

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No contract adjustment will be allowed under this clause to the extent that performance would have been suspended or delayed by any other cause, or for which an adjustment is provided for or excluded under any other term or condition of this Contract.

Section 108.03 PROSECUTION AND PROGRESS

Retain as written and add the following:

“Any work necessary to be performed by the Contractor to complete the project on time after regular working hours, on Saturdays, Sundays, or Legal Holidays, shall be performed without additional expense to the County.”

“The County reserves the right to prohibit work on weekends or holidays when major activities or events are scheduled or anticipated.”

Delete as written and substitute the following:

“Immediately after execution and delivery of the Contract and before the first partial payment is made, the Contractor shall deliver to the Engineer an estimated construction Progress Schedule, in triplicate, in a form satisfactory to the Engineer showing the proposed dates of commencement and completion of each of the various subdivisions of work required under the Contract Documents and the anticipated amount of each monthly payment that will become due to the Contractor in accordance with the Project Schedule. This Schedule shall be in a bar chart or critical path method format and in sufficient detail to assure adequate planning and execution of the work and to assist the Engineer in appraising the reasonableness of the proposed Schedule and evaluating progress of the work.

The Progress Schedule must be activity oriented and not event oriented, except for determination of milestones. The Schedule shall be prepared under the supervision of the Contractors’ regular management personnel to show the order and interdependence of activities and the sequence in which the work is to be accomplished as planned by the Contractor. The selection and number of activities shall be subject to the Engineer’s approval.

Contractor shall submit at monthly intervals an updated Progress Schedule showing the status of completed and remaining work. The monthly update shall indicate the date upon which activities were started and completed. The time estimated to complete partially completed activities shall be indicated. Changes in contract work shall be incorporated into the Progress Schedule no later than the first monthly update following the date that a written directive is issued.

In addition to the updated Schedule, the monthly update shall include a narrative report which shall include a description of current and anticipated problem areas, delaying factors and their impact, and an explanation of corrective actions taken or proposed.

The complete Progress Schedule, including a schedule of anticipated earnings, shall be submitted within thirty (30) calendar days after receipt of Notice to Proceed. The approved Progress Schedule shall then be the Schedule to be used by the Contractor for planning, organizing, and directing the work, and for reporting progress. If the Contractor thereafter desires to make changes in the Schedule, he shall notify the Engineer in writing stating the reasons for the change. If the Engineer considers these changes to be of a major nature, he may require the Contractor to revise and submit for approval, without additional cost to the County, all of the affected portions of the Progress Schedule to show the effect of the entire project.

Failure to submit an updated schedule with the monthly payment request will be cause for rejection of the payment request. If, in the opinion of the Engineer, the Contractor falls behind in his schedule or will not be able to complete the project within the time limits, he may require the Contractor to revise his schedule and put additional equipment and/or manpower on the job as so ordered at no additional cost to the County.

Section 108.06 TEMPORARY SUSPENSION OF WORK

Add the following paragraphs:

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

Should the County be prevented or enjoined from proceeding with work either before or after the start of construction by reason of any litigation or by any reason beyond the control of the County, the Contractor shall not be entitled to make or assert claim for damage by reason of said delay; but time for completion of the work will be extended to such reasonable time as the County may determine will compensate for time lost by such delay

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with such determination to be set forth in writing.”

SECTION 109 - MEASUREMENT AND PAYMENT

Section 109.07 PARTIAL PAYMENTS

Section 109.07.A: *Delete the first sentence of the second paragraph, beginning with the words, "When so requested . . . "*

Delete Paragraphs 109.07A8a,b & d and substitute the following:

As long as the gross value of completed work is less than 50% of the total Contract amount, or if the Contractor is not maintaining his construction schedule to the satisfaction of the Engineer, the County shall retain 10% of the gross value of the completed work as indicated by the current estimate certified by the Engineer for payment.

After the gross value of completed work becomes equal to or exceeds 50% of the total Contract amount within a time period satisfactory to the County, then the total amount to be retained shall be 5% of the gross value of the completed work as indicated by current estimates, until all pay items are substantially completed. When time charges have ceased as defined in 108.07G and pending final acceptance and final payment, the amount retained may be further reduced at the discretion of the Engineer, subject to agreement by the Contractor and his Surety.

Add as Section 109.07A11:

11. INVOICES AND REQUESTS FOR PAYMENT: Invoices and requests for payment shall describe in sufficient detail to permit meaningful review by the Contract Manager the work completed for which the invoice or request is being submitted and shall not contain any provision adding to or altering the terms of the contract with regard to timeliness of payment or any other term of the contract. Any invoice containing any such provision shall be denied and is of no force or effect whether or not executed, accepted, or paid by the County. The Contractor shall re-submit the invoice or request for payment in a form consistent with the terms of the contract.

Section 109.07.C: Delete as written and substitute the following:

Interest will be paid upon funds retained pursuant to Section 109.07.A. in accordance with Georgia Law.

Section 109.07.D: Change reference to "2-1/2%" to read "10%."

Add as Section 109.07.E:

The Contractor shall promptly pay each subcontractor upon the receipt of payment from the County. Such payment shall be made from the amount paid to the Contractor pursuant to the subcontractor's work. The Contractor shall also maintain the records of the percentage retained from payments to the Contractor pursuant to such subcontractor's work. The Contractor shall procure agreements from each subcontractor requiring each subcontractor to pay their subcontractors, agents and employees in a similar manner. The County reserves the right to inquire of any subcontractor, supplier, materialman, or subcontractor, the status of any indebtedness of the Contractor. The County further reserves the right to require the contractor to designate on each instrument of payment exceeding \$400.00 to subcontractors, suppliers, materialmen, and subcontractors that such payment is on account of the work under this Contract. Neither the County nor the Contract or Program Managers shall have any obligation to pay any subcontractor except as otherwise required by law.

Section 109.08 FINAL PAYMENT

Delete in its entirety with the exception of the first sentence and substitute the following:

Final Payment: Upon completion by the Contractor of the Work, including the receipt of any final written submissions of the Contractor, including drawings, and documentation of completion of punch list items, and the approval thereof by the COUNTY, the COUNTY will pay the Contractor a sum equal to 100 percent (100%) of the compensation set forth herein, less any assessed liquidated damages and the total of all previous partial payments, paid or in the process of payment.

Invoices and requests for payment shall not contain any provision adding to or altering the terms of the contract with regard to timeliness of payment or any other term of the contract. Any invoice containing any such provision shall be denied and is of no force or effect whether or not executed, accepted, or paid by the County. The Contractor shall re-submit the invoice or request for payment in a form consistent with the terms of the

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contract.

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Final payment will be acknowledged by the Contractor on a form provided by the County, which form the Contractor will execute and return to the County. The County shall send such form to the Contractor by certified mail, return receipt requested. The return receipt card shall be conclusive evidence of tender by the County of the final payment. The Contractor agrees that acceptance of this final payment shall be in full and final settlement of all claims arising against the County or the Contract Manager for work done, materials furnished, costs incurred, or otherwise arising out of this Agreement and shall release the County from any and all further claims of whatever nature, whether known or unknown for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with same. The failure of the Contractor within 120 days of tender of the final payment to execute and return the release form or to notify the County of any dispute of the final payment shall operate as an acceptance of the County's tender as correct and shall operate as and be a release to the County and its Construction Manager from all claims of liability under this contract and for any act or neglect of the County or the Construction Manager.

In the event the Contractor timely disputes the amount of the final payment as stated therein, the amount due the Contractor shall be deemed by the Contractor and the County to be an unliquidated sum and no interest shall accrue or be payable on the sum finally determined to be due to the Contractor for any period prior to final determination of such sum, whether such determination be by agreement of the Contractor and the County or by final judgment of the proper court in the event of litigation between the County and the Contractor. The Contractor specifically waives and renounces any and all rights it may have under Section 13-6-13 of the Official Code of Georgia and agrees that in the event suit is brought by the Contractor against the County for any sum claimed by the Contractor under the Contract or for any extra or additional work, no interest shall be awarded on any sum found to be due from the County to the Contractor in the final judgment entered in such suit. All final judgements shall draw interest at the legal rate, as specified by law. Also, the Contractor agrees that notwithstanding any provision or provisions of Chapter 11 of Title 13 of the Official Code of Georgia that the provisions of this contract control as to when and how the Contractor shall be paid for the Work. Further, the Contractor waives and renounces any and all rights it may have under Chapter 11 of Title 13 of the Official Code of Georgia.

Add the Following:

SECTION 109.10 PROMPT PAYMENT

The Contractor expressly agrees that the payment provisions within this Contract shall supersede the rates of interest, payment periods, and contract and subcontract terms provided for under the Georgia Prompt Pay Act, O.C.G.A. Section 13-11-1 et seq., and that the rates of interest, payment periods, and contract and subcontract terms provided for under the Prompt Pay Act shall have no application to this Contract and are hereby waived. The County shall not be liable for any late payment interest or penalty.

SECTION 150 TRAFFIC CONTROL

Add the following:

150.01 DESCRIPTION: This section as supplemented by the Plans, Specifications, and Manual on Uniform Traffic Control Devices (MUTCD) shall be considered the Traffic Control Plan. Activities shall consist of furnishing, installing, maintaining, and removing necessary traffic signs, barricades, lights, signals, cones, pavement markings, and other traffic control devices and shall include flagging and other means for guidance and protection of vehicular and pedestrian traffic through the Work Zone. This Work shall include both maintaining existing devices (excluding Traffic Signals) and installing additional devices as necessary in construction work zones.

For this project, all references in the Standard Construction Details listed below to Type I Barricades, Type II Barricades, Types "A" flashing lights and Type "C" steady burn lights are deleted, except that Type "C" lights will be required for tapers in nighttime lane closures.

For this project, all references to flags on construction warning signs in the Standard Construction Details listed below are deleted except for signs which are mounted at less than seven feet (7') in height (portable signs).

Standard Construction Details

- Typical By-Pass Detour for Two-Lane Highway
- Typical Detour Across Median
- Transition of 4-Lane Divided Highway to 2-Lane Highway
- Traffic Control General Notes, Standard Legend, Miscellaneous Details

In addition, G20-1, G20-2A, and W20-1 signs shown on Georgia Standards 9102, 9106, 9107, and applicable Standard Construction Details shall conform to Part VI of the MUTCD, current edition.

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When any provisions of this Specification or the Plans do not meet the minimum requirements of the MUTCD, the MUTCD controls. The current edition of the MUTCD shall be in effect for the duration of the project.

- A. The Contractor shall designate, prior to beginning any work, a Work Site Traffic Supervisor who shall be responsible for initiating, installing and maintaining all traffic control devices as described in Sub-Section 150.01. The Work Site Traffic Supervisor shall have to least one year experience directly related to work site traffic control in a supervisory or responsible capacity and shall have been certified by the American Traffic Services Association Work Site Traffic Supervisor Certification Program or and equal approved by Georgia Department of Transportation.

The Work Site Traffic Supervisor shall have a copy of the MUTCD on the job site. Copies of the current MUTCD may be obtained from:
U.S. Government Printing Office
Superintendent of Documents
Mail Stop: SSOP
Washington, D.C. 20402-9328

The Work Site Traffic Supervisor, or his approved responsible representative shall be available on a twenty-four hour basis with access to all equipment and materials needed to maintain traffic control and handle traffic related situations. The Work Site Traffic Supervisor shall ensure that routine deficiencies are corrected within a twenty-four hour period.

The Work Site Traffic Supervisor shall be available on the site within forty-five (45) minutes after notification of an emergency situation, prepared to positively respond to repair the roadway or to provide alternate traffic arrangements. Failure to actively pursue corrective as directed will result in a payment deduction in accordance with Sub-Section 150.08 from monies due or to become due the contractor. In addition, in emergency situations, Standard Specification Sub-Section 105.15 is amended to delete the requirement of forty-eight hours prior to the Engineer proceeding the maintenance operations.

The Work Site Traffic Supervisor shall verify daily that the Portable Variable Message Signs are in good operating condition and are displaying the appropriate messages.

To ensure that the provisions of this Sub-Section are adequately adhered to , the Work Site Traffic Supervisor shall submit on a weekly basis a completed Traffic Control Report Form for the Project Engineer’s review and comment.

Failure to comply with the provisions of this modification of Section 150 shall be grounds for decertification and/or removal of the Work Site Traffic Supervisor from the project.

Failure to maintain a designated Work Site Traffic Supervisor or failure to comply with the provisions of this Document will result in cessation of all activities except traffic and erosion control and such other activities deemed to be necessary for Project maintenance and safety.

- B. All traffic control devices used during the construction of a project shall meet the Standards utilized in the MUTCD, and shall comply with the requirements of these Specifications, Project Plans, and Special Provisions. Reference is made to Subsections 104.05, 107.07, and 107.09.
- C. All reflectorization for construction (black on orange) signs, object markers, and channelization devices shall meet the requirements of Section 913, Type II or III unless otherwise specified. All other signs shall meet the requirements of Type I unless otherwise specified.
- D. No work shall be started on any project until the appropriate traffic control devices have been placed in accordance with Project requirements. Changes to traffic flow shall not commence unless all labor, materials, and equipment necessary to make the changes are available on the Project.
- E. The Contractor shall secure the Engineer’s approval of the Contractor’s proposed plan of operation, sequence of work and methods of providing for the safe passage of vehicular and pedestrian traffic before it is placed in operation. The proposed plan of operation shall supplement the approved traffic control plan, proposed by the Contractor, shall be submitted to the Department for approval in accordance with Subsection 104.03 of the Standard Specifications.

Some additional traffic control details will be required prior to any major shifts of traffic. The traffic control details shall include, but not be limited to, the following:

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1. A detailed drawing showing traffic location and laneage for each step of the change.
2. The location, size, and message of all signs required by the MUTCD, Plans, Special Provisions, and other signs as required to fit conditions.
3. The method to be used in, and the limits of, the obliteration of conflicting lines and markings.
4. Type, location, and extent of new lines and markings.
5. Horizontal and vertical alignment and superelevation rates for detours, including cross section and profile grades along each edge of exist of existing pavement.
6. Drainage details for temporary and permanent alignments.
7. Location, length, and/or spacing of channelization and protective devices (temporary barrier, guardrail, barricades, etc.)
8. Starting time, duration and date of planned change.
9. For each traffic shift, a paving plan, erection plan, or work site plan, as appropriate, detailing workforce, materials, and equipment necessary to accomplish the proposed work. This will be the minimum resource allocation required in order to start the work.

The above details shall be submitted to the Engineer for approval at least 14 days prior to the anticipated traffic shift. The Contractor shall have traffic control details for a traffic shift which has been approved by the Engineer prior to commencement of the physical shift. All preparatory work relative to the traffic shift which does not interfere with traffic shall be accomplished prior to the designated starting time. The Engineer and the Contractor's representative will verify that all conditions have been met prior to the Contractor obtaining materials for the actual traffic shift.

- F. Traffic control devices shall be in acceptable condition when first erected on the project and shall be maintained in accordance with Subsection 104.05 throughout the construction period. All unacceptable traffic control devices shall be replaced within 24 hours. When not in use, all traffic control devices shall be removed, placed or covered so as not to be visible to traffic. If traffic control devices are left in place for more than ten days after completion of the Work, the Department shall have the right to remove such devices, claim possession thereof, and deduct the cost of such removal from any monies due, or which may become due, the Contractor.
- G. The Department reserves the right to restrict construction operations when, in the Engineer, the continuance of the Work would seriously hinder traffic flow on days immediately before, on, or after holidays or other days in which unusual traffic conditions exist, including threatening or inclement weather.

150.02 TEMPORARY TRAFFIC CONTROL ZONES:

- A. In addition to the other provisions contained herein, work zone traffic control shall be accomplished using the following means and materials:
1. Portable advance warning signs as required by the contract or meeting the requirements of the MUTCD and Sub-Section 150.03.
 2. Portable sequential or flashing arrow panels as shown in the Plans or Specifications for use on Interstate or multi-lane highway lane closure only, shall be a minimum size of 48" high by 96" wide with not less than 15 lamps used for the arrow. The arrow shall occupy virtually the entire size of the arrow panel and shall have a minimum legibility distance of one mile. The minimum legibility distance is that distance at which the arrow panel can be comprehended by an observer on a sunny day, or clear night. Arrow panels shall be equipped with automatic dimming features for use during hours of darkness. The arrow panels shall also meet the requirements as shown in the MUTCD. The sequential or flashing arrow panels shall not be used for lane closures on two-lane, two-way highways when traffic is restricted to one-lane operations in which case, appropriate signing, flaggers and when required, pilot vehicles will be deemed sufficient.
 3. Portable changeable message signs meeting the requirements of Section 632 and the MUTCD.
 4. Channelization devices meeting the standards of the MUTCD and Subsection 150.05.
 5. Precast concrete barrier meeting the requirements of Section 622.

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6. Temporary traffic signals meeting the requirements of Section 647.
7. Pavement marking materials complying with Subsection 150.04.A.

B. LANE CLOSURES:

1. All lanes closures shall have prior approval of the Engineer. Lane closures that require same direction traffic to be split around the Work Area will not be approved for roadways with posted speeds of 35 mph or greater, excluding turn lanes.
2. On multilane highways where traffic has been shifted to the inside lanes for overnight use, the entrance and exit ramps shall have channelization devices placed on both sides of the ramp. The temporary ramp taper length shall be greater than, or equal to, the existing taper length. Interim EXIT gore signs shall be placed at the ramp divergence. Channelization device spacing shall be 10 feet for 200 feet in advance of the temporary gore, and 10 feet for the first 100 feet of the temporary gore.
3. Termination Area: The transition to normal or full width highway at the end of a lane closure shall be a maximum of 150 feet.
4. To provide the greatest possible convenience to the public in accordance with Subsection 107.07, the Contractor shall remove all signs, lane closure markings, and devices immediately when lane closure work is completed or temporarily suspended for any length of time or as directed by the Engineer.

C. TRAFFIC PACING METHOD:

1. **PACING OF TRAFFIC:** With prior approval from the Engineer, traffic may be paced allowing the Contractor up ten (10) minutes maximum to work in or above all lanes of traffic for the following purposes:
 - a. Placing bridge members or other bridge work.
 - b. Placing overhead sign structures.
 - c. Other work items requiring interruption of traffic.

The Contractor shall provide a uniformed police officer with patrol vehicle and blue flashing light for each direction of pacing. The police officer, Engineer, and flaggers at ramps shall be provided with a radio which will provide continuous contact with the Contractor.

When ready to start the work activity, the police vehicle will put into the travel lanes and act as a pilot vehicle slowing the traffic thereby providing a gap in traffic allowing the Contractor to perform the Work. Any on-ramps between the pace and the work area shall be blocked during pacing of traffic, with a flagger properly dressed and equipped with a Stop/Slow paddle. Each ramp should be opened after the police vehicle has passed.

Pilot vehicles shall travel at a safe pace speed, desirably not less than 20 mph interstate and 10 mph non-interstate. The Contractor shall provide a vehicle to proceed in front of the police vehicle and behind the other to inform the Contractor's work force when all vehicles have cleared the area.

Traffic will not be permitted to stop during pacing except in extreme cases as approved by the Engineer.

2. **METHODS OF SIGNING FOR TRAFFIC PACING:** At a point not less than 1,000 feet in advance of the beginning point of the pace, the Contractor shall erect and cover a W-special sign (72 inch x 72 inch) with a Type "B" flashing light, with the legend "TRAFFIC SLOWED AHEAD SHORT DELAY" (See Detail 150-A). A portable changeable message sign may be used in lieu of the W-special sign. On divided highways this sign shall be double indicated. A worker with a two-way radio shall be posted at the sign, and upon notice that the traffic is to be paced shall turn on the flashing light and reveal the sign. When traffic is not being paced, the flashing light shall be turned off and the sign covered or removed. W-special signs are reflectorized black on orange, Series "C" letters and borders of the size specified.

- D. The Contractor's truck and other vehicles shall travel in the direction of normal roadway traffic unless separated by positive barrier, or when construction activity necessitates otherwise, and shall not reverse direction except at intersection, interchanges, or approved temporary crossings.

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- E. The Contractor shall ensure that dust, mud, and other debris from construction activities do not interfere with normal traffic operations or adjacent properties.
- F. Existing street lighting shall remain lighted as long as practical and until removal is approved by the Engineer.
- G. Adequate temporary lighting shall be provided at all nighttime work sites where workers will be immediately adjacent to traffic.
- H. For their own protection, workers in or adjacent to traffic during nighttime operation shall wear reflectorized vests.
- I. The parking of Contractor's and/or workers personal vehicles within the work area or adjacent to traffic is prohibited.
- J. The Work Site Traffic Supervisor shall monitor the work to ensure that all the rocks, boulders, construction debris, stockpiled materials, equipment, tools and other potential hazards are kept clear of the travelway. These items shall be stored in a location, in so far as practical, where they will not be subject to a vehicle running off the road and striking them.
- K. All existing pedestrian walkways shall be maintained. Whenever changes to the worksite necessitate changes to existing walkways, temporary walkways shall be provided and maintained, with appropriate signs as necessary, to allow safe passage of pedestrian traffic.

150.03 SIGNS:

- A. When required for proper traffic control during construction of the project, all existing guide, warning, and regulatory signs shall be maintained by the Contractor in accordance with these Specifications. Existing street name signs shall be maintained at street intersections. All existing illuminated signs shall remain lighted and be maintained by the Contractor.
- B. When not in use, all inappropriate traffic signs or portions thereof shall be removed, placed or covered so as not to be visible to traffic. All construction warning signs shall be removed within seven calendar days after time charges are stopped or pay items are complete. Subsequent punch list or other work to be performed shall be accomplished utilizing temporary construction warning signs that shall be removed daily.
- C. The Contractor shall not remove any existing signs and supports without prior approval from the Engineer. All existing signs and supports which are to be removed shall be stored and protected as directed by the Engineer, and become the property of the Department unless otherwise specified in the contract documents.
- D. Interim guide, warning, or regulatory signs required to direct traffic shall be furnished, installed, reused and maintained by the Contractor in accordance with the MUTCD, the Plans, Special Provisions, or as directed by the Engineer. These signs shall remain the property of the Contractor. The bottom of all interim signs shall be at least seven feet above the level of pavement edge.
- E. Existing special guide signs on the Project shall be maintained until conditions require a change in location or legend content. When change is required, existing signs shall be modified and continued in use if the required modification can be made within existing sign borders using design requirements (legend, letter size, spacing, border, etc.) equal to that of the existing signs, or of Subsection 150.03.E.5. Differing legend designs shall not be mixed in the same sign.
 - 1. **SPECIAL GUIDE SIGNS:** Special guide signs are those expressway or freeway guide signs that are designed with a message content (legend) that applies to a particular roadway location. When an existing special guide sign is in conflict with work to be performed, the Contractor shall remove the conflicting sign and reset it in a new, non-conflicting location with has been approved by the Engineer.
 - 2. **INTERIM SPECIAL GUIDE SIGNS:** When it is not possible to utilize existing signs, either in place or relocated, the Contractor shall furnish, erect, maintain, modify, relocate, and remove new interim special signs in accordance with the Plans or as directed by the Engineer.
 - 3. **INTERIM OVERHEAD GUIDE SIGN STRUCTURES:** Interim overhead special guide sign structures are not required to be lighted unless specifically required by the Plans. If lighting is required the sign shall be lighted as soon as erected and shall remain lighted, during the hours of darkness, until the interim sign is no longer required. The Contractor shall notify the Power Company at least thirty (30) days prior to desiring connection to the power source.
 - 4. The installation of new permanent special guide signs and the permanent modification or resetting of existing special guide signs, when included in the contract, shall be accomplished as soon as practical to minimize the use of interim special guide signs. If lighting is required

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by the Plans, all new permanent overhead special guide signs shall be lighted as soon as erected.

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5. Interim special guide signs that may be required in addition to, or a replacement for, existing expressway and freeway (interstate) signs shall be designed and fabricated in compliance with the minimum requirements for guide signing contained in Part 2E “Guide Signs Expressways” and Part 2F “Guide Signs Freeways” of the MUTCD, except that the minimum size of all letters and numerals in the names of places, streets and highways on all signs shall be 16 inches Series “E” initial upper-case and 12 inches lower-case. All interstate shields on these signs shall be 48 inches and 60 inches for two-numeral and three-numeral routes, respectively. Additionally, the exit road name or route shield shall be placed on the exit gore sign.

F. MATERIALS – INTERIM SIGNS:

1. POSTS – Posts for all interim signs shall meet the requirements of Section 911 except that green or silver paint may be used in lieu of galvanization for steel posts or structural shape posts. Wood posts are not required to be pressure treated.

Post for all interim signs shall be constructed to yield upon impact unless the posts are protected by guardrail, portable barrier, impact attenuator or other type of positive barrier protection. Unprotected posts shall meet the breakaway requirements of the “1985 AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaries and Traffic Signals”. Unprotected post splices will not be permitted any higher than four inches above the ground line to lessen the possibility of affecting the undercarriage of a vehicle.

2. SIGN BLANKS AND PANELS – All sign blanks and panels shall conform to Section 912 of the Specifications except that blanks and panels may be ferrous based or other metal alloys. Type 1 and Type 2 sign blanks shall have a minimum thickness of 0.08 inches regardless of the sign type used. Alternative sign blank materials (composites, poly carbonates, fiberglass reinforced plastics, recycled plastics, etc.) shall have a letter of approval from the Office of Materials and Research for use as interim construction signs before these materials are allowed to be incorporated into the work. Signs shall be painted to prevent rust if other metals are used in lieu of aluminum. Plywood blanks or panels will not be permitted

- G. All existing, interim and new permanent signs shall be installed so as to be completely visible for an advance distance in compliance with the MUTCD. Limbs, brush, construction equipment and materials shall be kept clear of the driver’s line of sight to the signs.

- H. Portable advance warning signs shall be placed ahead of construction in accordance with Part VI of the MUTCD and shall include a series of at least three advance road construction (W20-1) signs placed at the termini of the project. The series shall have the legend ROAD WORK (1500 FEET, 1000 FEET, AND 500 FEET). In addition to the above, multi-lane divided highways shall also have the legend ROAD WORK (2 MILES, 1 MILE, AND ½ MILE.) On-ramps and at grade intersecting roadways shall be signed with a minimum of one portable ROAD WORK AHEAD sign. Portable advance warning signs shall be in place only during times that construction is in progress or as directed by the Engineer. Signs shall be removed or covered at all other times.

Construction warning signs which are mounted at less than seven feet in height (portable signs) shall have two 18 inch x 18 inch fluorescent red-orange or orange-red warning flags mounted on each sign. Project mileage indicated on the G20-1 sign shall be the actual project mileage rounded up to the nearest whole mile. All construction warning signs on divided highways shall be double indicated (i.e., on the left and right sides of the roadway.)

- I. The sequential or flashing arrow panels shall be placed on the shoulder at or near the point where the lane closing transition begins. The panels shall be mounted on a vehicle, trailer, or other suitable support. Vehicle mounted panels shall be provided with remote controls. Minimum mounting height shall be seven feet above the roadway to the bottom of the panel, except on vehicle mounted panels which should be as high as practical.
- J. The portable changeable message sign, when specified, shall be placed ahead of construction activities and shall meet the requirements of Section 632 and the MUTCD.
- K. The flashing beacon assembly, when specified, shall be used in conjunction with construction warning signs, regulatory, or guide signs to inform traffic of special road conditions which require additional driver attention. The flashing beacon assembly shall be installed in accordance with the requirements of Section 647.

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150.04 PAVEMENT MARKINGS

- A. Generally, full pattern pavement markings in accordance with Section 652 and in conformance with Section 3A and 3B, except 3B-3 and 3B-5, of the MUTCD are required on all courses before the roadway is opened to traffic. No passing zones shall be marked to conform to Section 150.04 E. During construction and maintenance activities on all highways open to traffic, both existing markings and markings applied under this Section shall be fully maintained until Final Acceptance. If the pavement markings are, or become, unsatisfactory in the judgment of the Engineer due to wear, weathering, or construction activities, they shall be restored immediately. On resurfacing projects pavement markings shall be provided on all surfaces that are placed over existing markings. On widening and reconstruction projects (where the lane configuration is altered from the pre-construction layout) pavement markings will be as required by the Plans or the Engineer. On new construction projects pavement marking plans will be provided.
- B. **MATERIALS:** All traffic striping applied under this Section shall be a minimum four inches in width and shall conform to the requirements of Section 652, except as modified herein. Raised pavement markers (RPMs) shall meet the requirements of Section 654. Markings on the final surface course which must be removed shall be a removable type. The Contractor will be permitted to use paint, thermoplastic, or tape on pavement which is to be overlaid as part of the project, unless otherwise directed by the Engineer. Partial (skip) reflectorization (i.e. reflectorizing only a portion of a stripe) will not be allowed.
- C. **USAGE:** The Contractor shall sequence the work in such a manner as to allow the installation of markings in the final lane configuration at the earliest possible stage.

Inappropriate or conflicting existing pavement markings shall be removed.

When shifting of traffic necessitated removal of centerline, lane lines, or edge lines, all such lines shall be removed prior to, during, or immediately after any change so as to present the least interference with traffic.

Before any change in traffic lane(s) alignment, marking removal equipment shall be present on the project for immediate use. If marking removal equipment failures occur, the equipment shall be repaired or replaced (including leasing equipment if necessary), so that the removal can be accomplished without delay.

Except for the final surface, marking on asphaltic concrete may be obliterated by an overlay course, when approved by the Engineer. When an asphaltic concrete overlay is placed for the sole purpose of eliminating conflicting markings and the in place asphaltic concrete section will allow, said overlay will be eligible for payment only if designated in the Plans. Overlays to obliterate lines will be paid for only once and further traffic shifts in the same area shall be accomplished with removable markings. Only the minimum asphaltic concrete thickness required to cover lines (generally 60 lb./sq. yd. Of Asphaltic Concrete "H") will be allowed. Excessive build-up will not be permitted. When an overlay for the sole purpose of eliminating conflicting markings is not allowed, the markings no longer applicable shall be removed in accordance with Subsection 656.02. The elimination of conflicting pavement markings by overpainting with paint or liquid asphalt is not acceptable.

- D. Raised pavement markers (RPMs) are required as listed below for all asphaltic concrete pavements before the roadway is open to traffic. When Portland Cement Concrete is an intermediate or final surface and is open to traffic, one calendar day is allowed for cleaning and drying before the installation of RPMs is required.
 - 1. On Interstate and limited access highways under construction, excluding projects consisting primarily of asphalt resurfacing items, retro-reflective raised pavement markers (RPMs) shall be placed and/or maintained on intermediate pavement surfaces opened to traffic as follows:
 - a. **SUPPLEMENTING LANE LINES:**
 - 80 foot centers on skip lines curvature less than three degrees. (Includes tangents)
 - 40 foot centers on solid lines and all lines with curvature between three degrees and six degrees.
 - 20 foot centers on curves over six degrees.
 - 20 foot centers on lane transitions or shifts.

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b. SUPPLEMENTING RAMP GORE LINES:

20 foot centers, two each, placed side by side.

c. OTHER LINES:

As shown on the plans or directed by the Engineer.

2. On other highways under construction RPMs shall be used and/or maintained on intermediate pavement surfaces as follows:

a. SUPPLEMENTING LANE LINES AND SOLID LINES:

40 foot centers except on lane shifts. (When required in the Plans or Contract)

20 foot centers on lane shifts. (Required in all cases)

b. SUPPLEMENTING DOUBLE SOLID LINES:

40 foot centers (one each beside each line) except on lane shifts. (When required in the Plans or Contract)

20 foot centers on lane shifts. (Required in all cases)

RPMs are not allowed on right edge lines.

E. EXCEPTIONS FOR INTERIM MARKINGS: Some exceptions to the time of placement and pattern of markings are permitted as noted below, however, full pattern pavement markings are required for the completed project.

1. TWO-LANE, TWO-WAY ROADWAYS

- a. SKIP LINES: All interim skip (broken) stripe shall conform to Section 652 except that stripes shall be at least four feet long with a maximum gap of 36 feet. On curves greater than six degrees, a two-foot stripe with a maximum gap of 18 feet shall be used. In lane shift areas skip lines will not be allowed. Solid Lines will be required. Interim skip lines must be replaced with markings in full compliance with Section 652 prior to expiration of the 14 calendar day period.

Interim raised pavement markers may be substituted for the interim skip (broken) stripes. If raised pavement markers are substituted for the four foot interim skip stripe, four markers spaced at equal interim raised pavement markers are substituted for interim skip lines.

Interim raised pavement markers shall be retro-reflective, shall be the same color as the pavement markers for which they are substituted, and shall be visible during daytime.

The type of interim marker and method of attachment to the pavement shall be approved by the Office of Materials and Research but in no case will the markers be attached by the use of nails.

The interim raised pavement markers shall be maintained until the full pattern pavement markings are applied. At the time full pattern pavement markings are applied the interim raised markers shall be removed in a manner that will not interfere with application of the full pattern pavement markings.

- b. NO PASSING BARRIER: On two-lane, two-way roadways for periods not to exceed three calendar days where skip centerlines are in place, no-passing zones shall be identified by using post or portable mounted DO NOT PASS regulatory signs (R4-1 24" x 30") shall be placed at the end of each no-passing zone. Post mounted signs shall be placed in accordance with the MUTCD. Portable signs shall have a minimum vertical height of three feet above the pavement surface to the bottom of the sign and be secured in such a manner as to not be easily blown over or misaligned.

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c. EDGELINES:

(1) Bituminous Surface Treatment Paving: Edge lines will not be required on intermediate surfaces (including asphaltic concrete leveling for bituminous surface treatment paving) that are in use for a period of less than 60 calendar days except at bridge approaches, on lane transitions, lane shifts, and in such other areas as determined by the Engineer. On the final surface, edge lines shall be placed within 30 calendar days of the time that the final surface was placed.

(2) All Other Types of Pavement: Edge lines will not be required on intermediate surfaces that are in use for a period of less than 30 calendar days except at bridge approaches, on lane transitions, lane shifts, and in such other areas as determined by the Engineer. On the final surface, edge lines shall be placed within 14 calendar days of the time that the surface was placed.

d. MISCELLANEOUS PAVEMENT MARKINGS: School zones, railroads, stop bars, symbols, words and other similar markings shall be placed on final surfaces conforming to Section 652 within 14 calendar days of completion of the final surface. On intermediate surfaces these marking will generally not be required unless specified by the Engineer because of special conditions or when the intermediate surface will be in use for more than 45 calendar days.

2. MULTI-LANE HIGHWAYS – WITH NO PAVED SHOULDER(S) OR PAVED SHOULDER(S) FOUR FEET OR LESS

a. UNDIVIDED HIGHWAYS (INCLUDES PAVE CENTER TURN LANE)

(1) Centerlines and No-Passing Barrier – Full pattern centerlines and no-passing barriers shall be restored before nightfall.

(2) Lane lines – Interim skip (broken) stripe as described in Subsection 150.04. E.1.a. may be used for periods not to exceed three calendar days. In lane shift areas skip lines are not allowed. Solid lines are required.

(3) Edge lines – Edge lines shall be placed on intermediate and final surfaces within three calendar days of obliteration.

b. DIVIDED HIGHWAYS (GRASS OR RAISED MEDIAN)

(1) Lane lines – Full pattern skip shall be restored before nightfall. In lane shift areas skip lines are not allowed. Solid lines are required.

(2) Centerline/Edge line – Solid lines shall be placed on intermediate and final surfaces within three calendar days of obliteration.

c. Miscellaneous Pavement Markings Same as Subsection 150.04.E.1.d.

3. LIMITED ACCESS ROADWAYS AND ROADWAYS WITH PAVED SHOULDERS GREATER THAN FOUR FEET

a. Same as Subsection 150.04.E.2. except as noted in (b) below.

b. EDGELINES -

(1) Asphaltic Concrete Pavement – Edge lines shall be placed on intermediate and final surfaces prior to opening to traffic.

(2) Portland Cement Concrete Pavement – Edge lines shall be placed on any surface open to traffic no later than one calendar day after work is completed on a section of roadway. All water and residue shall be removed prior to daily striping.

F. APPLICATION OF PAVEMENT MARKINGS: The Contractor shall furnish layout, clean as necessary, and preline the surface for the placement markings applied under this Section. All existing marking tape on final surfaces shall be removed prior to placement of final markings.

Pavement markings shall re-establish No-Passing Zones in the locations and configuration that existed prior to construction. Existing No-Passing Zones shall be clearly identified as to location prior to construction by staking or erection of DO NOT PASS and PASS WITH CARE signs. On new location projects and on projects where either horizontal or vertical alignments have been modified, the location of No-Passing Zones will be identified by the Engineer.

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- G. **MOBILE OPERATIONS:** When pavement markings (centerlines, lane lines, and edge lines) are applied in a continuous operation by moving vehicles and equipment, the following minimum equipment and warning devices shall be required in addition to the requirements of the MUTCD:
1. A lead vehicle is required for two-way traffic conditions and shall have an approved sequential or flashing arrow panel mounted so as to be easily visible to oncoming traffic. A lead vehicle is not required for low volume off-system routes and one-way traffic applications.
 2. The work vehicle applying markings shall have a sequential or flashing arrow panel mounted on the rear. If the work vehicle is also functioning as the lead vehicle then an approved arrow panel shall be mounted so as to be easily visible to oncoming traffic. The work vehicle shall follow directly behind the lead vehicle.
 3. The work vehicle placing cones shall follow directly behind the work vehicle applying the markings. The cone work vehicle shall have a sequential or flashing arrow panel mounted on the rear.
 4. For multi-lane roadways a protection vehicle shall follow the above vehicles and the protection vehicle shall also display a prominent sign with the legend PASS ON LEFT (RIGHT). On interstate and limited access roadways, the protection vehicle shall be equipped with a truck mounted attenuator (TMA) that is certified for impacts not less than 45 mph in accordance with NCHRP 230.
 5. All vehicles shall be equipped with the official slow moving vehicle symbol sign and left and right-side rear mounted flashing yellow lights.

150.05 CHANNELIZATION

- A. **GENERAL:** Channelization shall clearly delineate the travelway through the work zone and alert drivers and pedestrians to conditions created by work activities in or near the travelway. Channelization shall be done in accordance with the plans and specifications, the MUTCD, and the following requirements.
1. **Types of Devices Permitted for Channelization in Construction Work Zones:**
 - a. **DRUMS:**
 - (1) **DESIGN:** Drums shall meet the minimum requirement of the MUTCD and shall be reflectorized as required in Subsection 150.01.C.
 - (2) **APPLICATION:** Drums shall be used as the required channelizing device to delineate the full length of a lane closure, shift, or encroachment, except as modified by this Subsection.
 - (a) **TRANSITION TAPERS AND LANE CLOSURES:** Drums shall be used on all transition tapers. The minimum length of the approach transition taper for a lane closure, shift, or encroachment for highways with posted speed of 45 mph or greater shall be equal to the lane width of lateral shift (Ft.) x the posted speed limit (Mph), ($L = WS$), but not less than 150 feet. For multiple lane closures, only one lane shall be closed per taper with a minimum tangent length of $2L$ between tapers. The length of a closed lane, excluding the transition taper, will be limited to two miles, unless otherwise approved or directed by the Engineer. Drums shall be placed the full length of the taper spaced at maximum intervals in feet equal to the numerical speed limit (EXAMPLE: 55 MPH Speed Limit = 55 feet maximum spacing).

For taper lengths on urban, residential or other streets where the posted speed is 40 mph or less, the minimum length of the approach transition taper shall be computed using the formula $L + WS/60$. Greater taper length shall be used when required for individual situations.

Drums with steady burning lights, for the length of the taper only, are required if the condition exists into the night.
 - (b) **LONGITUDINAL CHANNELIZATION:** Drums shall be spaced as listed below for various roadside work conditions except as modified by Subsection 150.06. Spacing shall be used for situations meeting any of the conditions listed as follows:

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(1) 50 FOOT SPACING MAXIMUM:

- (a) For difference in elevation exceeding two inches.
- (b) For heeled sections no steeper than 4:1 as shown in Subsection 150.06, Detail 150-E.

(2) 100 FOOT SPACING MAXIMUM:

- (a) For difference in elevation of two inches or less
- (b) Flush areas where equipment or workers are within ten feet of the travel lane

(3) 200 FOOT SPACING MAXIMUM: Where equipment or workers are more than ten feet from travel lane. Lateral offset clearance to be four feet from the travel lane.

- (a) For paved areas eight feet or greater in width that are paved flush with a standard width travel lane.
- (b) For disturbed shoulder areas not completed to typical section that are flush to the travel lane and considered a usable shoulder.

When the appropriate signs are posted advising of conditions such as soft or low shoulder, drum may be removed after shoulders are completed to typical section and grassed and after guardrail or other safety devices have been installed.

b. VERTICAL PANELS:

- (1) DESIGN: All vertical panels shall have a minimum of 270 square inches of retro-reflective area facing the traffic and shall meet the requirements of the MUTCD.
- (2) APPLICATION: Lane encroachment by the drum on the travelway should permit a remaining lane width of ten feet. When encroachment reduces the travelway to less than ten feet, vertical panels shall be used to restore the travelway to ten feet or greater. No other application of verbal panels will be permitted.

c. CONES:

- (1) DESIGN: All cones shall be a minimum of 28 inches in height regardless of application and shall meet the requirements of the MUTCD.
- (2) APPLICATION: For longitudinal channelizing only, cones will be permitted for daylight closures or minor shifts. (Drums are required for all tapers.) The use of cones for nighttime work will not be permitted.

d. BARRICADES:

- (1) DESIGN: The use of Type I and Type II barricades will not be permitted. Type III barricades shall meet the minimum requirements of the MUTCD and shall be reflectorized as required in Subsection 150.01.C.
- (2) APPLICATION: Type III barricades shall be placed as required by the plans, the Standards, and as directed by the Engineer.

e. WARNING LIGHTS:

- (1) DESIGN: All warning lights shall meet the requirements of the MUTCD.
- (2) APPLICATION:

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- (a) Type A low intensity flashing lights shall be used as shown in the Plans, the Standards, and as directed by the Engineer. Flashing lights are not required for advance warning signs in Subsection 150.03.H.
 - (b) Type C Steady Burn lights shall be used on all tapers when the condition exists into the night. Steady burn lights shall also be used as shown in the Plans, the Standards, and as directed by the Engineer.
- f. PORTABLE BARRIERS:
- (1) DESIGN: Portable Barriers shall meet the requirements of Section 622 – PRECAST CONCRETE BARRIER.
 - (2) APPLICATION: Portable Barrier shall be placed as required by the plans, standards, and as directed by the Engineer. When Portable Barrier is located 20 feet or less from a travel lane, yellow reflectors shall be fixed to the top of the barrier at intervals not greater than 50 feet and shall be mounted approximately two inches above the barrier. The reflectors shall be either 10”x10” square Type V (or equal) reflective sheeting mounted on flat-sheet panels, or 8” diameter center-mounted sealed prismatic reflex reflectors housed in an aluminum backing with a single grommetted hole.

Approach end of Portable Barrier shall be flared or protected by and impact attenuator (crash cushion) or other approved treatment in accordance with Georgia Standard 4960, Construction Details and Standard Specifications.

On interstate or other controlled access highways where lane shift or crossovers cause opposing traffic to be separated by less than 40 ft., precast concrete barrier shall be used as a separator.

B. TEMPORARY SAND LOADED ATTENUATOR MODULES

- 1. DESCRIPTION: This work consists of furnishing, installation, maintenance, relocation, reuse as required, and removal of Temporary Sand Loaded Attenuator Modules for traffic impact attenuators.
- 2. MATERIALS: Materials used in the Attenuator shall meet the requirements of Subsection 648.02 for Type 2 Sand Loaded Modules – Cylindrical Drums or Type 2-A Sand Loaded Modules – Stabilizer Drums with Wine Glass shaped Inner Containers.
- 3. CONSTRUCTION: Temporary Sand Loaded Attenuator Module installation shall conform to the requirements of Subsection 648.03, Manufacturer’s recommendations, and Georgia Standard 4960 and shall be installed at locations designated by the Engineer.

C. PORTABLE IMPACT ATTENUATORS:

- 1. DESCRIPTION: This work consists of the furnishing (including spare parts), installation, maintenance, relocation, reuse as required, and removal of Portable Impact Attenuators.
- 2. MATERIALS: Materials used in the Attenuator shall meet the requirements of Section 650 for Type A Portable Impact Attenuators.
- 3. CONSTRUCTION: Portable Impact Attenuator installation shall conform to the requirements of Subsection 650.03, Manufacturer’s recommendations, and Georgia Standard 4960 and shall be installed at locations designated by the Engineer, and/or shown on the plans.

D. TEMPORARY GUARDRAIL ANCHORAGE – Type 11:

- 1. DESCRIPTION: This work consists of the furnishing, installation, maintenance and removal of Temporary Guardrail Anchorage –Type 11 used for Portable Barrier or temporary guardrail end treatment.
- 2. MATERIALS: Materials used in the Temporary Guardrail Anchorage – Type 11 shall meet the requirements of Subsection 641.02 of the Standard Specifications and current Georgia Standards and may be new or used. Materials salvaged from the Project which meet the requirements of Standards may be utilized if available. The use of any salvaged materials will require prior approval of the Engineer.
- 3. CONSTRUCTION: Installation of the Temporary Guardrail Anchorage – Type 11 shall conform to the requirements of the Plans, current Georgia Standards and Subsection 641.03 of the Standard Specifications. Installation shall also include sufficient additional guardrail and appurtenances to effect the transition and connection to Temporary Concrete Barrier as required by the details in Georgia Standard 4960.

150.06 EXCAVATION ADJACENT TO A TRAVEL LANE: Construction work involving trenching adjacent to a travelway shall not begin until the

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Contractor is able to continuously place the required typical section to within two inches of the existing pavement elevation, or heal the remaining difference in elevation to the traveled way as shown in Detail 150-E.

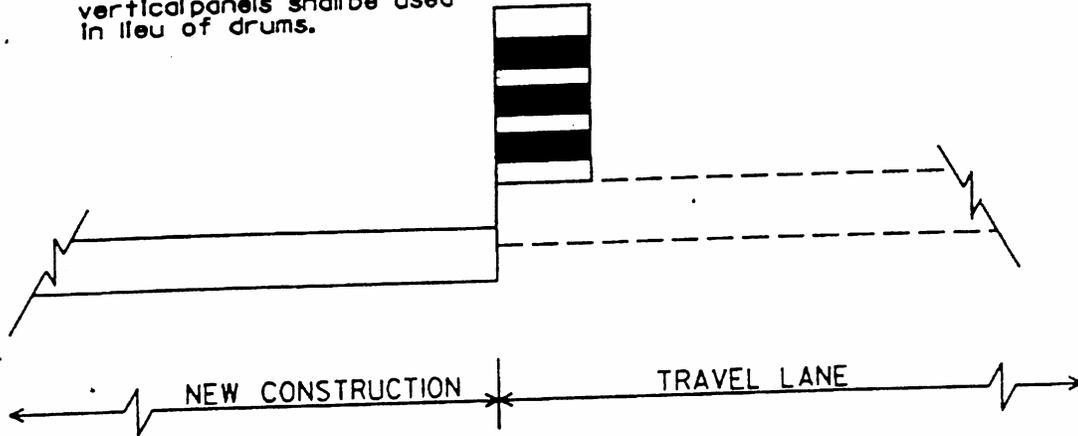
Channelization devices and placement during the construction period shall conform to the requirements of Subsection 150.05 and Details 150-B, 150-C, 150-D, and 150-E.

In addition to the signs specified in Section 150 and the MUTCD, a W-20 sign with the legend “(LEFT) (RIGHT) LANE NARROWS” with two flags shall be kept just off the paving edge and 500 feet upstream of the point where channelization devices are erected on the paving edge.

- A. **STONE BASES, SOIL AGGREGATE BASES, AND SOIL BASES:** Drop-offs in elevation of more than two inches between surfaces carrying, or adjacent to, traffic will not be allowed for more than 24 hours. However, where the Contractor has demonstrated the ability to continuously excavate and open as a start up area for periods not to exceed 48 hours.
- B. **ASPHALT BASES/BINDERS:** Drop-offs in elevation of more than two inches between surfaces carrying or adjacent to traffic will not be allowed for more than 48 hours.
- C. **PORTLAND CEMENT CONCRETE AND CEMENT STABILIZED BASES:** Construction work adjacent to the traveled way which involves these types of bases shall be healed within 48 hours after the curing period is complete for each section placed. During the placement period, traffic control devices will be in accordance with Subsection 150.05 and Detail 150.B.
- D. **MISCELLANEOUS EXCAVATIONS OR DROP-OFFS ADJACENT TO TRAVELWAY:** Work such as drainage structures, utility facilities, or any other work which results in a drop-off adjacent to the travelway shall be performed expeditiously so as to minimize the exposure to the hazard. As soon as practical, the excavation shall be backfilled to the minimum requirements of Detail 150-E. In no case will the drop-off be allowed to exist more than five calendar days. This may require stage construction, such as plating and backfilling the incomplete work.

NOTE: Drums required for this location, spaced at 50 FT. intervals. If the traveled way width is reduced to less than 10 feet by the use of drums, vertical panels shall be used in lieu of drums.

Location of drums when drop-off exceeds 4 inches.

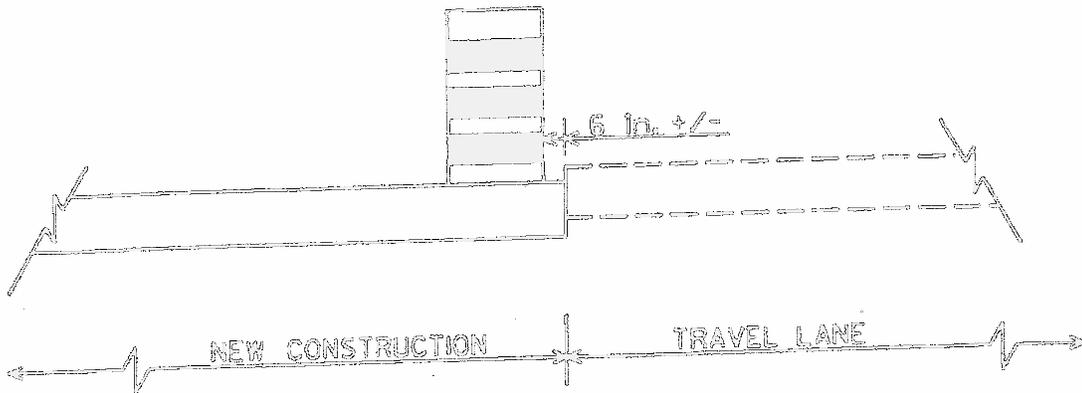


DROP-OFF GREATER THAN 4 INCHES

DETAIL 150-B

Drums spaced at 50 foot intervals.

Location of drums when drop-off is 2+ inches to 4 inches.

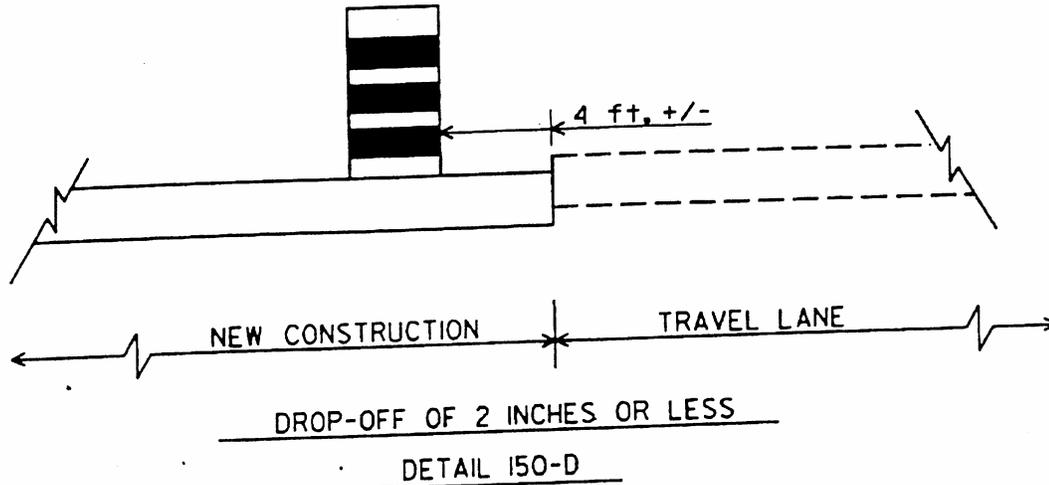


DROP-OFF OF 2+ INCHES TO 4 INCHES

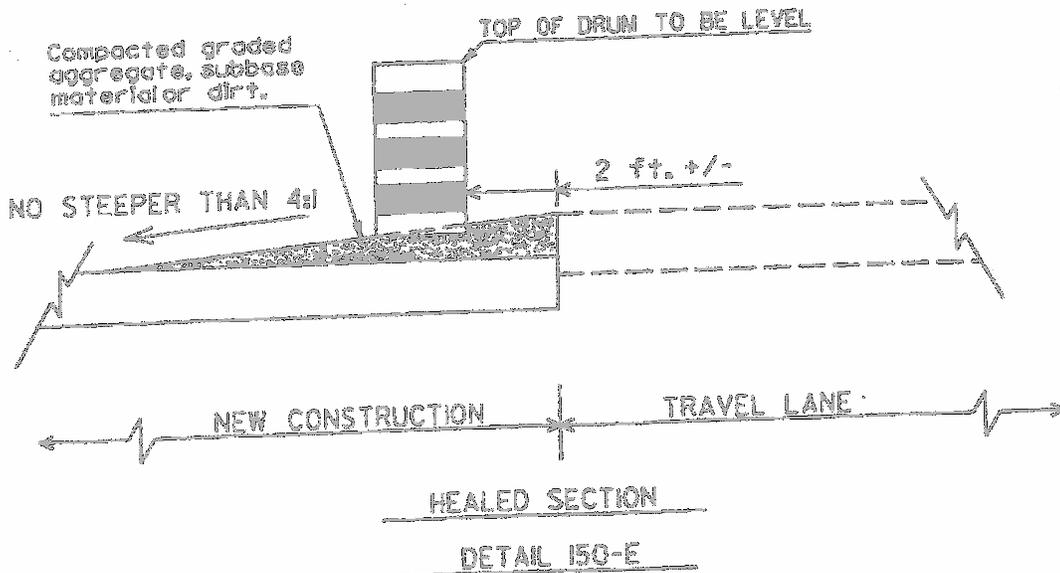
DETAIL 150-C

Drums spaced at
100 feet intervals.

Location of drums when
drop-off is 2 inches or less.



Location of drums immediately
after completion of heeled section,
spaced at 50 ft. intervals.



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150.07 FLAGGING AND PILOT CARS:

- A. Flaggers shall be provided as required to handle traffic, as specified in the Plans or Special Provisions, and as required by the Engineer.
- B. All flaggers shall meet the requirements of the MUTCD and shall have received training and a certificate upon completion of the training from a Department approved training program. Failure to provide certified flaggers as required above shall be reason for the Engineer suspending work involving the flagger(s) until the Contractor provides the certified flagger(s).
- C. Flaggers shall wear high-visibility clothing in compliance with the MUTCD and shall use a Stop/Slow paddle meeting the requirements of the MUTCD for controlling traffic. The Stop/Slow paddles shall have a shaft length of seven (7) feet minimum. In addition to the Stop/Slow paddle, a flagger may use a 24 inches square red/orange flag as an additional device to attract attention. For night work, the vest shall have reflectorized stripes on front and back.
- D. Pilot vehicles shall be provided if specified in the Plans or Specifications and meet the requirements of the MUTCD.
- E. Signs for flagger traffic control shall be placed in advance of the flagging operation in accordance with the MUTCD. In addition to the signs required by the MUTCD, signs at regular intervals, warning of the presence of the flagger shall be placed beyond the point where traffic can reasonably be expected to stop under the most severe conditions for that day's work.

150.08 ENFORCEMENT:

The safe passage of pedestrians and traffic through and around the temporary traffic control zone, while minimizing confusion and disruption to traffic flow, shall have priority over all other Contractor activities. Continued failure of the Contractor to comply with the requirements of Section 150 (TRAFFIC CONTROL) will result in non-refundable deductions of monies from the Contract as shown in this Subsection for non-performance of Work.

Failure of the Contractor to comply with this Specification shall be reason for the Engineer suspending all other work on the Project, except erosion control and traffic control, taking corrective action as specified in Subsection 105.15, and/or withholding payment of monies due the Contractor for any work on the Project until traffic control deficiencies are corrected. These other actions shall be in addition to the deductions for non-performance of traffic control.

SCHEDULE OF DEDUCTIONS FOR EACH CALENDAR DAY OF DEFICIENCIES OF TRAFFIC CONTROL INSTALLATION AND/OR MAINTENANCE		
ORIGINAL TOTAL CONTROL AMOUNT		
From More Than	To and Including	Daily Charge
\$0	\$100,000	\$100
100,000	1,000,000	250
1,000,000	5,000,000	500
5,000,000	20,000,000	750
20,000,000	40,000,000	1,000
40,000,000	-----	1,500

150.09 MEASUREMENT:

- A. TRAFFIC CONTROL: When listed as a pay item in Proposal, payment will be made at the Lump Sum price bid, which will include all traffic

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control not paid for separately, and will be paid as follows:

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When the first Construction Report is submitted, a payment of 25 (twenty-five) percent of the Lump Sum price will be made. For each progress payment thereafter, the total of the Project percent complete shown on the last pay statement plus 25 (twenty-five) percent will be paid (less previous payments), not to exceed one hundred (100) percent and subject to normal retainage.

When no payment item for Traffic Control – Lump Sum is shown in the Proposal, all of the requirements of Section 150 and the Traffic Control Plan shall be in full force and effect. The cost of complying with these requirements will not be paid for separately, but shall be included in the overall bid submittal.

B. SIGNS: When shown as a pay item in the contract, interim special guide signs will be paid for as listed below. All other regulatory, warning, and guide signs, as required by the Contract, will be paid for under Traffic Control Lump Sum or included in the overall bid submitted.

1. Interim ground mounted or interim overhead special guide signs will be measured for payment by the square foot. This payment shall be full compensation for furnishing the signs, including supports as required, erecting, illuminating overhead signs, maintaining, removing, re-erecting, and final removal from the Project. Payment will be made only one time regardless of the number of moves required.
2. Remove and rest existing special guide signs, ground mount or overhead, complete, in place, will be measured for payment per each. Payment will be made only one time regardless of the number of moves required.
3. Modify special guide signs, ground mount or overhead, will be measured for payment by the square foot. The area measured shall include only that portion of the sign modified. Payment shall include materials, removal from posts or supports when necessary, and remounting as required.

C. PRECAST MEDIAN BARRIER: Precast Median Barrier will be measured as specified in Section 622.

D. CHANGEABLE MESSAGE SIGN, PORTABLE: Changeable Message Sign, Portable will be measured as specified in Section 632.

E. TEMPORARY GUARDRAIL ANCHORAGE, Type 11: Temporary Guardrail Anchorage – Type 11 will be measured by each assembly, complete in place and accepted according to the details shown in the plans, which shall also include the additional guardrail and appurtenances necessary for transition and connection to Temporary Concrete Barrier. Payment shall include all necessary materials, equipment, labor, site preparation, maintenance and removal.

F. TRAFFIC SIGNAL INSTALLATION – TEMPORARY: Traffic Signal Installation – Temporary will be measured as specified in Section 647.

G. FLASHING BEACON ASSEMBLY: Flashing Beacon Assemblies will be measured as specified in Section 647.

H. TEMPORARY, SAND LOADED ATTENUATOR MODULES: Each Sand Loaded Attenuator Module of the type specified includes all material components, hardware, incidentals, labor site preparation and maintenance. Each module will be measured for payment by the drum only once regardless of the number of locations installed. Modules to replace those damaged or destroyed by traffic impact will also be measured by the unit for payment. Upon completion of the project, the modules shall be removed and retained by the Contractor.

I. PORTABLE IMPACT ATTENUATORS: Each Portable Impact Attenuator will be measured by the unit which shall include all material components, hardware, incidentals, labor, site preparation, and maintenance, including spare parts recommended by the manufacture for repairing minor accident damage. Each unit will be measured only once regardless of the number of locations installed, moves required, or number of repairs necessary because of traffic damage. Upon completion of the project, the units shall be removed and retained by the Contractor.

J. PAVEMENT MARKINGS: Pavement markings will be measured as specified in Section 150.

150.10 PAYMENT:

When shown in the Schedule of Items in the Proposal, the following items will be paid for separately:

Item No. 150. Traffic Control.....Lump Sum

Item No. 150. Traffic Control, Solid Traffic Stripe ____ Inch, (Color).....per Linear Mile

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- Item No. 150. Traffic Control, Skip Traffic Stripe ____ Inch, (Color).....per Linear Mile
- Item No. 150. Traffic Control, Solid Traffic Stripe,
Thermoplastic ____ Inch, (Color).....per Linear Mile
- Item No. 150. Traffic Control, Skip Traffic Stripe,
Thermoplastic ____ Inch, (Color).....per Linear Mile
- Item No. 150. Traffic Control, Pavement Arrow with Raised Reflectors.....per Each
- Item No. 150. Traffic Control, Raised Pavement Markers – All Types.....per Each
- Item No. 150. Interim Ground Mounted Special Guide Signs.....per Square Foot
- Item No. 150. Interim Overhead Special Guide Signs.....per Square Foot
- Item No. 150. Remove & Reset Existing Special Guide Signs,
Ground Mount, Complete in Place.....per Each
- Item No. 150. Remove & Reset Existing Special Guide Signs,
Overhead, Complete in Place.....per Each
- Item No. 150. Traffic Control, Temporary Sand Loaded Attenuator Modules.....per Each
- Item No. 150. Traffic Control, Portable Impact Attenuator.....per Each
- Item No. 150. Traffic Control, Pavement Markers, Words and Symbols.....per Square Foot
- Item No. 150. Traffic Control, Pavement Arrow (Painted) With Raised Reflectors..... per Each
- Item No. 150. Modify Special Guide Sign, Ground Mount.....per Square Foot
- Item No. 150. Modify Special Guide Sign, Overhead..... per Linear Foot
- Item No. 622. Precast Concrete Median Barrier.....per Linear Foot
- Item No. 632. Changeable Message Sign, Portable..... per Each
- Item No. 641. Temporary Guardrail Anchorage, Type II.....per Each
- Item No. 647. Traffic Signal Installation, Temp.....Lump Sum
- Item No. 647. Flashing Beacon Assembly, Structure Mounted.....per Each
- Item No. 647. Flashing Beacon Assembly, Cable Supported.....per Each

SECTION 167 – WATER QUALITY MONITORING

Section 167.01 DESCRIPTION:

This item shall establish the Contractor's responsibility to meet the requirements of the National Pollutant Discharge Elimination System (NPDES) Permit No. GAR 100000 as it pertains to Part V Monitoring, Reporting Requirements and Retention of Records.

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Section 167.02 CONSTRUCTION:

The Contractor shall select from the Georgia Department of Transportation's QCL (Qualified Consultant List) a prequalified consultant to perform water quality monitoring, inspections, rainfall data collection, testing of samples, and reporting the test results on the project will be in accordance with the requirements of Part V of the NPDES permit and this specification. Qualified personnel shall perform all monitoring, sampling, inspections, and rainfall data collection.

Qualified personnel are defined as a person who has successfully completed the WECS Certification course and maintains a current certification card. Monitoring consultants shall have employees who perform monitoring, sampling, inspections, and rainfall data collection, WECS Certified by October 1, 2001.

All sampling, monitoring test report, and monitoring summary shall be submitted to the Engineer within three (3) working days of the end of the monitoring period. Failure to submit sampling, monitoring test reports, and monitoring summary within the time specified will result in the cessation of all construction activities with the exception of traffic control and erosion control. Continued failure to submit sampling, monitoring test reports, and monitoring summary shall result in non-refundable deductions as specified in Specification Section 161.03.

Samples may be taken manually or with the use of automatic samplers, in accordance with the permit.

All samples shall be analyzed in accordance with the permit, regardless of the method used to collect the samples. If samples are analyzed in the field using portable turbidimeters, the monitoring results must state that they are being used and a digital readout of the NTU's is what is provided. Bench sheets, work sheets, etc., must be submitted when using portable turbidimeters, no exceptions.

Rainfall Data: Measurement of rainfall data shall be recorded once every twenty-four (24) hour period, by the WECS or qualified personnel. The measurement of rainfall data shall occur at the active phase of construction on this site. The rainfall data is to be submitted to the Engineer in writing, by the Contractor, once per week. Failure to submit the rainfall data once per week will result in cessation of all construction activities, with the exception of traffic control and erosion control. Continued failure to submit the data within the time specified shall result in non-refundable deductions as specified in Specification Section 161.03.

Project rain gauges and those used to trigger the automatic samplers are to be emptied after every rainfall event. This will prevent a cumulative effect and prevent automatic samplers from taking samples even though the rainfall event was not a qualifying event.

Section 167.03 INSPECTIONS:

All inspections shall be documented on form DOT-EC-1.

Daily:

Daily inspections shall be conducted by the WECS or qualified personnel on the following areas:

- a. petroleum product storage, usage and handling areas
- b. all locations where vehicles enter/exit the site

Weekly and after Rainfall Events:

The following areas shall be inspected by the WECS or qualified personnel every seven (7) calendar days and within twenty-four (24) hours of the end of a rainfall event that is 0.5 inches or greater:

- a. disturbed areas not permanently stabilized
- b. material storage areas
- c. structural control measures (BMP's)

Within 7 calendar days after the initial installation of the erosion control devices required by the erosion control plan, the Engineer shall inspect the installation and condition of each device. This inspection shall be performed for each stage of construction when new devices are installed. All deficiencies shall be reported to the Contractor and corrections shall be made within two business days.

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Monthly:

Once per month, the WECS or qualified personnel shall inspect all areas where final stabilization has been completed. These areas shall be inspected for evidence of sediments or pollutants entering the drainage system and/or receiving waters. Any erosion control devices that remain in place shall be inspected to verify the maintenance status and that the devices are functioning properly.

These inspections shall continue until the Notice of Termination is submitted.

Failure to perform inspections as required by this Specification and the NPDES permit shall result in the cessation of all construction activities with the exception of Traffic Control and Erosion Control. Continued failure to perform inspections shall result in non-refundable deductions as specified in Specification Section 161.04.

Section 167.04.1 REPORTS:

A. INSPECTION REPORTS:

All of the above noted inspections shall be summarized in writing on form DOT-EC-1, and must include the following information: date(s) of inspection; name of personnel making inspection; status of devices; observations; action taken; signature of personnel making the inspection; any incidents of non-compliance. The EC-1 form shall be signed by the project WECS.

All inspection reports shall be submitted to the Engineer within twenty-four (24) hours of the inspection. The Engineer will review the submitted inspection reports and inspect the project for compliance and concurrence with the submitted reports. The Engineer will notify the WECS or qualified personnel of any additional items that should be added to the inspection report. Items listed in the inspection report that require routine maintenance or correction shall be corrected within twenty-four (24) hours of notification.

Failure to submit inspection reports as required by this Specification and the NPDES permit shall result in the cessation of all construction activities with the exception of Traffic Control and Erosion Control. Continued failure to submit inspection reports shall result in non-refundable deductions as specified in Specification 161.03.

In the event BMP's are not properly installed and maintained, the Contractor shall be responsible for all costs associated with additional sampling as specified in Part V.A.5.e and Part V.A.5.f, of the NPDES permit. In the event BMP's designed by the Contractor are not properly designed, installed and maintained, the Contractor shall be responsible for all costs associated with additional sampling as specified in Part V.A.5.e and Part V.A.5.f, of the NPDES permit.

B. MONITORING REPORTS:

A summary of the monthly monitoring results shall be submitted to the Engineer, by the Contractor, within three (3) working days of the end of the monitoring period. The monthly monitoring summary shall include the following information:

1. Date of sampling.
2. Rainfall amount on sample date (sample date only).
3. NTU of sample.
4. Location where sample was taken (station number, etc.).
5. Receiving water or outfall sample.
6. Project number and county.

This monitoring summary shall include the following certification statement, signed by the consultant providing monitoring on the project: "I certify under penalty of law that this document and all attachments were prepared under my direct supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information, is to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

In the event there are no qualifying rainfall events during a monitoring period and no samples are taken, a monitoring summary shall be submitted to the Engineer, by the Contractor, within 3 working days of the end of the monitoring period. The monitoring summary shall state that no qualifying rainfall events occurred during the monitoring period.

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Monitoring results shall be provided to the Engineer within 48 hours of the samples being analyzed. This notification may be verbal or written. This notification does not replace the monthly monitoring summary.

C. RAINFALL DATA REPORTS:

Measurement of rainfall shall be recorded once each twenty-four (24) hour period by the WECS or qualified personnel. The measurement of rainfall data shall occur at the active phase of construction on the site. This information shall be submitted to the Engineer, by the Contractor, in writing once per week.

This report shall be signed by the WECS. The daily rainfall data supplied by the WECS to the Engineer is to be the official rainfall data for the project.

Section 167.05 MEASUREMENT:

This work will be measured for payment in the units shown below.

Section 167.06 PAYMENT:

Payment for Water Quality Monitoring will be made as follows:

Monthly: Water Quality Monitoring will be paid for at the Contract Unit Price bid for the monthly costs to transport, install, maintain and relocate testing equipment, and perform required inspections, submit reports and summaries. Water Quality Monitoring shall also include providing daily rainfall data in accordance with Part V. of the NPDES permit. Monthly monitoring payments begin once land disturbing activities have begun and continue until the final monitoring is performed and the NOT is submitted. In the event there is a month with no qualifying rainfall events, the monthly monitoring item will be paid.

Each: Water Quality Sampling per Each shall be full compensation for meeting the requirements of the monitoring sections of the NPDES permit, obtaining samples, and analyzing samples, any and all necessary incidentals, and providing results of turbidity tests to the Engineer, within the time frame required by the NPDES permit, and this specification. This item will be based on the rainfall events that require sampling as described in Part V.A.5 of the permit. Payment for samples per each, shall begin with the first qualifying rainfall after land disturbing activities have begun, and shall continue for all qualifying rainfall events until the final monitoring sample has been taken and the NOT submitted. In the event there is a month with no qualifying rainfall events, the sample item will not be paid. The Department will not pay for samples taken and analyzed for rainfall events that are not qualifying events as compared to the daily rainfall data supplied by the WECS.

Receiving Water Sampling: The upstream and downstream samples shall constitute one sample.

Outfall Sampling: A single outfall sample shall constitute one sample.

Water Quality Sampling will be paid per each, provided the rainfall event meets the permit requirements.

Payment will be made under:

Item 167-0100	Water Quality Monitoring.....	Per Month
Item 167-0200	Water Quality Sampling.....	Per Each

END OF SPECIAL PROVISIONS

DAILY EROSION CONTROL REPORT

FORM D.O.T. E.C.1
 REVISED 4/97
 C2-98

SHEET ____ OF ____

EROSION CONTROL CHECK LIST

Project No.: _____ Report No.: _____ Date of Report: _____

To be completed weekly by Contractor, checked by DOT Engineer, and entered in project records.

CONTROL DEVICE		DATE OF INSTALL	MAINTENANCE REQUIRED	COMMENTS WECS/DOT ENGINEER	DATE FIXED

*Sediment control devices should be cleaned out when 50% full or less.

Signature: _____
 Erosion Control Supervisor

Reviewed by: _____
 Project Engineer

Estimated amount of total disturbed acreage (or hectares) _____ not temporarily or permanently stabilized.

ARTICLE 1

SAFETY

(Revised 2/28/03)

10. OWNER-CONTRACTOR SAFETY, HEALTH AND LOSS PREVENTION PROGRAM

10.1.1 The Contractor shall be responsible for designing and implementing a comprehensive project-specific safety, health and loss prevention process and/or program and employee substance abuse program for this project. All Sub-Contractors must either implement their own program that meets these requirements or follow the Contractor's safety, health and loss prevention process and/or employee substance abuse program.

10.1.2 Safety, health and loss prevention process and/or employee substance abuse program must meet or exceed all governmental regulations (OSHA, EPA, DOT, State, local), comply and other specific Fulton County or Owner Controlled Insurance Program (OCIP) requirements, and with any other safety, health and loss prevention requirements detailed in the contract documents including the requirements of the Contractor Safety and Health Management Process which is attached hereto and incorporated herein.

10.1.3 Within ten (10) business days of receipt of the Notice of Award (NOA), the Contractor shall submit in writing to the County's designated Representative, the Contractor's written Safety, Health and Loss Prevention Process and/or Program and Employee Substance Abuse Program and those of Sub-Contractors that meet or exceed the requirements referenced in the contract documents. Included in this submittal will be the name and qualifications of the site safety representative.

Prior to issuing the Notice to Proceed (NTP), a meeting will be held with the Contractor and all Sub-Contractors to review the safety, health and loss prevention process and/or program requirements, submittals to be provided by the Contractor, OCIP requirements and procedures, and the OCIP accident prevention process.

These program submittals must be reviewed and accepted by the County's designated Representative as meeting or exceeding safety, health, and loss prevention process and/or program requirements. A Notice To Proceed (NTP) with the work may not be issued until these submittals have been accepted.

10.2. DESIGNATION OF SAFETY REPRESENTATIVE

10.2.1 The Contractor will designate an employee by (name, phone number, pager number) as Site Safety Representative. This employee will have sufficient training and knowledge of safety and health principles, regulations, and procedures to report to the Contractor's Project Manager and/or Superintendent. Sub-Contractors must also designate a similar employee responsible for safety and health. The Sub-Contractor's safety designee will coordinate safety activities with the general contractor's safety designee.

For projects with significant risk or hazard potential or for any project for which the Contractor and its Sub-Contractors of any tier have 50 total employees or greater on site, Contractor must designate a qualified employee to be the full time Site Safety Representative. This person should address safety, health and loss prevention activities for the complete project including Sub-Contractors.

10.3. FULTON COUNTY'S SAFETY, HEALTH, AND LOSS PREVENTION PROCESS GUIDELINES AND REQUIREMENTS

10.3.1 The County and its agents reserve the right, but assume no duty, to establish and enforce safety, health, and loss prevention guidelines and to make the appropriate changes in the guidelines, for the protection of persons and property and to review the efficiency of all protective measures taken by the Contractor. The Contractor shall comply with all safety, health, and loss prevention process guidelines and requirements and changes made by the County or its agent(s). The issuance of any such guidelines or changes by the County or its agent(s) shall not relieve the Contractor of its duties and responsibilities under this Agreement, and the County or its agent(s) shall not thereby assume, nor be deemed to have assumed, any such duties or responsibilities of the Contractor.

10.4. COMPLIANCE OF WORK, EQUIPMENT, AND PROCEDURES WITH ALL APPLICABLE LAWS and REGULATIONS

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- 10.4.1 All Work, whether performed by the Contractor or its Sub-Contractors of any tier, or anyone directly or indirectly employed by any of them, and all equipment, appliances, machinery, materials, tools and like items incorporated or used in the Work, shall be in compliance with and conform to:
- (a) All applicable laws, ordinances, rules, regulations and orders of any public, quasi-public or other governmental authority relating to the safety of persons and their protection against injury, specifically including, but in no event limited to, the Federal Occupational Safety and Health Act of 1970, as amended, and all rules and regulations now or hereafter in effect pursuant to said Act.
 - (b) All rules, regulations, and requirements of the County or its agent(s) and its insurance carriers relating there to. In the event of a conflict or differing requirements the more stringent shall govern.
- 10.5 PROTECTION OF THE WORK
- 10.5.1 The Contractor shall, throughout the performance of the Work, maintain adequate and continuous protection of all Work and temporary facilities against loss or damage from whatever cause, shall protect the property of the County and third parties from loss or damage from whatever cause arising out of the performance of the Work, and shall comply with the requirements of the County or its agent(s) and its insurance carriers, and with all applicable laws, codes, rules and regulations, (as same may be amended) with respect to the prevention of loss or damage to property as a result of fire or other hazards.
- 10.5.2 The County or its agent(s) may, but shall not be required to, make periodic inspections of the Project work area. In such event, however, the Contractor shall not be relieved of its aforesaid responsibilities and the County or its agent(s) shall not assume, nor shall it be deemed to have assumed, any responsibility otherwise imposed upon the assurance of Contractor by this Agreement.
- 10.6 SAFETY EQUIPMENT
- 10.6.1 The Contractor shall provide to each worker on the Project work area the proper safety equipment for the duties being performed by that worker and will not permit any worker on the Project work area who fails or refuses to use the same. The County or its agent shall have the right, but not the obligation, to order the removal of a worker from the Project work site for his/her failure to comply with safe practices or substance abuse policies, and the Contractor shall promptly comply with the Safety Program or Substance Abuse Program and all such orders.
- 10.7 EMERGENCIES
- 10.7.1 In any emergency affecting the safety of persons or property, or in the event of a claimed violation of any federal or state safety or health law or regulation, arising out of or in any way connected with the Work or its performance, the Contractor shall act immediately to prevent threatened damage, injury or loss and to remedy said violation. Failing such action the County or its agent(s) may immediately take whatever steps it deems necessary including, but not limited to, suspending the Work as provided in this Agreement.
- 10.7.2 The County or its agent(s) may offset any and all costs or expenses of whatever nature, including attorneys' fees, paid or incurred by the County or its agent(s) (whether such fees are for in-house counsel or counsel retained by the County or its agent), in taking the steps authorized by Section 10.7.1 above against any sums then or thereafter due to the Contractor. The Contractor shall defend, indemnify and hold the County, its officers, agents, employees and the O.C.I.P. Administrator harmless against any and all costs or expenses pursuant to Section 10.7.1, by whomsoever incurred. If the Contractor shall be entitled to any additional compensation or extension of time change order on account of emergency work not due to the fault or neglect of the Contractor or its Sub-Contractors, such additional compensation or extension of time shall be determined in accordance with Section 8 and Section 12 of this Agreement.
- 10.8 SUSPENSION OF THE WORK
- 10.8.1 Should, in the judgment of the County or its agent(s), the Contractor or any Sub-Contractor fail to provide a safe and healthy work place or fail to follow the safety requirements defined in the contract documents and approvals, the County or its agent shall have the right, but not the obligation, to suspend work in the unsafe areas until deficiencies are corrected. All costs of any nature (including,

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without limitation, overtime pay, liquidated damages or other costs arising out of delays) resulting from the suspension, by whomsoever incurred, shall be borne by the Contractor.

10.8.2 Should the Contractor or any Sub-Contractor fail to provide a safe and healthy work place or fail to follow the safety requirements defined in the contract documents and approvals after being formally notified in writing by the County or its agents of such non-compliance, the contract may be terminated following the termination provision of the contract.

10.9 **CONTRACTOR’S INDEMNITY OF THE COUNTY FOR CONTRACTOR’S NON-COMPLIANCE WITH SAFETY PROGRAM**

10.9.1 The Contractor recognizes that it has sole responsibility to assure its Safety Program is implemented and to assure its construction services are safely provided. The Contractor shall indemnify, defend and hold the County and its agents harmless, from and against any and all liability (whether public or private), penalties (contractual or otherwise), losses, damages, costs, attorneys' fees, expenses, causes of action, claims or judgments resulting, either in whole or in part, from any failure of the Contractor, its Sub-Contractors of any tier or anyone directly or indirectly employed by any of them or for whose acts any of them may be liable, to comply with the safety requirements of the contract. The Contractor shall not be relieved of its responsibilities under the safety requirements of the Contract should the County or its agent(s) act or fail to act pursuant to its rights hereunder. The County, its agents, and the O.C.I.P. Administrator shall not assume, nor be deemed to have assumed, any responsibilities otherwise imposed upon the Contractor by this Agreement, by virtue of providing the Safety Program Guidelines.

10.9.2 The Contractor shall not raise as a defense to its obligation to indemnify under this Subparagraph 10.9 any failure of those indemnified hereunder to assure Contractor operates safely, it being understood and agreed that no such failure shall relieve the Contractor from its obligation to assure safe operations or from its obligation to so indemnify. The Contractor also hereby waives any rights it may have to seek contribution, either directly or indirectly, from those indemnified hereunder.

10.9.3 In any and all claims against those indemnified hereunder by any employee of the Contractor, any Sub-Contractor of any tier or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Subparagraph 10.9 shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Contractor or any Sub-Contractor of any tier under any workers' compensation act, disability benefit or other employee benefit acts.

EXHIBIT H – CONTRACTOR SAFETY AND HEALTH MANAGEMENT PROCESS

SAFETY POLICY STATEMENT

(Revised 2/28/03)

It is the policy of Fulton County to establish a comprehensive accident and loss prevention process for all Capital Projects implemented by Fulton County or its agents.

The goals of this comprehensive accident and loss prevention process are as follows:

- To prevent personal injury, property damage, and injury to the public.
- To implement safety and loss prevention processes as critical elements in the complete design and build process.
- To establish a proactive safety and health process that complies with all laws, regulations, consensus standards, and good management practices.
- To have the Contractors partner with Fulton County in the implementation of a Safety and Loss Prevention Process and Owner Controlled Insurance Program to minimize loss potential and to minimize risk.

Fulton County requires safety, health and loss prevention requirements and expectations to be included in project design, in the INVITATION TO BID / REQUEST FOR PROPOSAL, in bid award and project meetings, and in the post job evaluations. The Contractor is required to develop and submit a project safety and health program for acceptance by Fulton County prior to Notice to Proceed. The Contractor is required to implement these requirements, and develop a management system to ensure compliance following the safety and health process outlined in this document and the bid documents.

The Contractor and other entities placed under contract with Fulton County will be obligated to implement, adhere to and enforce this Policy. The safety and health of the Contractor's employees, Sub-Contractors, and the public are the sole responsibility of the Contractor. The County may use and direct designated Representatives to implement and enforce this policy. **Failure of the Contractor to comply with this policy or any Safety related obligations may be grounds for contract termination.**

Safety Professionals, Fulton County's designated Representative and Insurance Carrier will periodically inspect all Fulton County construction projects to identify safety hazards and make recommendations to resolve the issues. Contractor will be responsible for abating the identified issues in a timely manner, and submitting written description of corrective action within 48 hours to Fulton County designated Representatives. Failure to bring timely resolution to the issues may result in work stoppage at Contractor's expense.

Prior to commencing work under this contract, Contractor's Project Manager and Project Superintendent shall attend a Pre-Construction Meeting and Safety Pre-Planning meeting to address insurance and safety issues/requirements.

CONTRACTOR SAFETY AND HEALTH MANAGEMENT PROCESS

1.0 NOT USED

2.0 REFERENCES

- 1.1 Occupational Safety and Health Regulations (OSHA) 29CFR1910 and 29CFR1926
- 1.2 Environmental Protection Agency Regulations (EPA) 40CFR
- 1.3 Fulton County Safety and Health and Requirements
- 1.4 Georgia Department of Transportation Regulations and Requirements
- 1.5 US Department of Transportation Requirements
- 1.6 Manual of Uniform Traffic Control Devices for Streets and Highways (ANSI D6.1)
- 1.7 Georgia Department of Natural Resources Environmental Protection Division Regulations

Safety rules and regulations will be followed using federal, state or local regulations in force. Should a Contractor's rule be in use which is more effective, the most stringent rule or regulation will be enforced by the Contractor, Sub-Contractor's and Fulton County designated Safety Representative(s).

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3.0 RESPONSIBILITY

The Contractor receiving the bid has the ultimate responsibility for the safety and health of all Sub-Contractors, all employees on the project, and the general public and complying with all governmental regulations and requirements (OSHA, EPA, DOT, state, local). Nothing contained herein shall relieve the Contractor or any Sub-Contractor of such responsibility or liability.

4.0 PROCEDURE

- 4.1 The Contractor and each Sub-Contractor must implement a written safety and health prevention process and program following the guidelines contained in this document and in any other relevant portion of the Contract Documents. This program must be accepted by Fulton County or its Representatives prior to Notice to Proceed.
- 4.2 The Contractor and each Sub-Contractor must implement a drug and alcohol policy following the guidelines contained in this document and in the bid specific actions. This program must be accepted by Fulton County or its Representatives prior to Notice to Proceed.
- 4.3 The Contractor must designate a person responsible for site safety. Each Sub-Contractor must designate a person responsible for site safety.
- 4.4 Not Used.
- 4.5 Contractor is responsible for providing all necessary safety supplies and personal protective equipment required to protect its employees, Sub-Contractors, and the general public.
- 4.6 Contractor shall make available certified First-aid services, First-aid supplies, and provisions for medical care for all employees at the construction site prior to beginning work on site.
- 4.7 Contractor shall maintain a competent person at the construction site at all times with an OSHA 10-hour certification. Said person shall have the knowledge to recognize hazards or potential hazards and has the authority to correct such hazards.
- 4.8 The status of project safety shall be included in the Contractor's agenda, which is required in Progress Meetings.

5.0 DRUG AND ALCOHOL POLICY

The Contractor and each Sub-Contractor must implement a drug and alcohol policy in order to maintain a safe and efficient work environment. This policy must include the following elements.

1. Written policy that prohibits the use, transportation, sale and possession of these materials.
2. Disciplinary action plan for violations
3. Any treatment or reinstatement/reemployment options
4. Drug and alcohol testing schedule that includes pre-employment, periodic for safety sensitive or critical jobs, and for cause

Note: AGC, ABC and/or Fulton County programs may be used as guidance documents.

6.0 OTHER CONTROLLED ITEMS

The Contractor and each Sub-Contractor is required to include in the Project Safety Program a prohibition against the use, possession, concealment, transportation, promotion or sale of the following controlled items

1. Firearms, weapons, and ammunition.
2. Switchblades
3. Unauthorized explosives including fireworks
4. Stolen property or contraband

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5. Controlled chemicals or chemicals recognized as being able to be used for improper purposes.

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7.0 EMERGENCY PROCEDURES/GUIDELINES

7.1 The Contractor is required to establish site specific emergency procedures in the Project Safety Program to manage emergencies that may occur at any time in the following categories:

1. Fire
2. Employee injury
3. Pedestrian injury due to work activity of any kind
4. Property damage and damage to various utilities (i.e., electrical, gas, sewerage, water, telephone or public roadways)
5. Public demonstrations
6. Bomb threats
7. Flood, Wind, Lightning, Hail
8. Terrorists Threats
9. Work place violence

7.2 These Emergency Procedures will be made part of the Contractor's Project Safety Program submittal and shall include but not be limited to the following elements:

1. A list of emergency phone numbers posted at the job site, along with information to be transmitted in such emergencies.
2. An incident command structure defining duties and responsibilities
3. A system to train supervisors and employees on this emergency plan
4. Procedures on how to handle emergencies including access to the site by emergency responders, accounting for workers, and securing the area.
5. Procedures for media releases. These releases must be coordinated through the Fulton County Information and Public Affairs Office in coordination with the County's designated Representative.
6. A plan that addresses serious incidents that includes notification to Fulton County, Fulton County's designated Representative, the OCIP Administrator, and the Insurance Carrier immediately after the incident.
7. A review and updating frequency that includes forwarding a copy to Fulton County and the County's designated Representative.

8.0 ACCIDENT AND INCIDENT INVESTIGATION AND REPORTING

8.1 The Contractor is responsible for reporting all accidents and incidents on the project site to the County's designated Representative within (1) business day. Accidents or incidents resulting in a fatality, property loss in excess of \$5,000, or involvement with the general public must be reported immediately to Fulton County's designated Representative and the investigation of the accident or incident coordinated with Fulton County Safety staff and Insurance Carrier.

8.2 The Contractor will maintain a log of all injuries that occur on the job site. This log will be current and available for review.

8.3 For any incidents such as fires, explosions, fatalities, etc., the Contractor must notify Fulton County's designated Representative immediately and must coordinate any releases to the news media through the County's designated Representative and the County's Information and Public Affairs Office.

8.4 If a work-related injury should occur on this project, Contractor shall perform a thorough investigation of the incident and document the information on a worker's compensation 1st Report of Injury. This report shall be submitted to the Insurance Carrier within 24 hours of the incident.

8.5 A written accident investigation report containing the following information as a minimum must be forwarded to the Fulton County's designated Representative and OCIP Administrator within 24 hours of incident.

1. Company Name
2. Location
3. Date and Time of incident

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4. Description of incident
5. Names of all parties involved and all witnesses
6. Corrective action(s) taken to prevent recurrence
7. If the incident involves injury or illness, the following information must be provided:
 - a) A medical description of the injury or illness
 - b) OSHA recordability status i.e. first aid, medical treatment, lost time, days of restricted work.
 - c) If the public is involved, information about treatment and treatment location.
8. Any pictures, site drawings, etc. if they assist in describing the incident.

If the investigation cannot be completed in 24 hours, a preliminary report marked as such shall be forwarded and the report completed and forwarded as soon as possible.

9.0 JOB SAFETY ANALYSIS

9.1 The Contractor and each Sub-Contractor must implement a procedure to conduct a written job safety analysis or job hazard analysis for all project work tasks prior to beginning each task. Reference Appendix A.

9.2 The job safety analysis should follow National Safety Council, AGC, or other recognized guidelines and address all safety and health hazards for the work, identify personal protective and other safety equipment required, identify potential hazards to the general public if applicable, and identify any safety equipment, training, or controls that must be implemented prior to starting the work.

9.3 The Contractor must maintain a file for all job safety analysis forms, which is accessible for review.

10.0 SAFETY AND HEALTH COMPLIANCE AUDITING

10.1 Self Auditing Requirements

10.1.1 The Contractor and each Sub-Contractor must implement a procedure to assure that written safety and health audits or inspections are conducted at least biweekly (every 2 weeks). Safety checklists used by Fulton County's designated Representative may be used. The Contractor may use this checklist or an equivalent approved by Fulton County's designated Representative.

10.1.2 Each written safety audit must be filed on the site and a copy forwarded to Fulton County designated Representative. This audit will be routed to Fulton County's Insurance Carrier for review and comment and then filed in the Construction Project files.

10.2 NOT USED

10.3 INSPECTIONS BY REGULATORY AGENCIES

10.3.1 The Contractor must notify the Fulton County designated Representative whenever an OSHA compliance officer, health inspector, or EPA or Georgia Environmental Protection Division Representative arrives at the project site to conduct an inspection.

10.3.2 The Contractor is required to forward a copy of all regulatory citations, notice of violations, or similar for this project to Fulton County's designated Representative. Copies must be forwarded to the Insurance Carrier.

10.3.3 These records will be reviewed with Fulton County designated Representative and included in the Construction Project files.

10.4 SAFETY INSPECTION AND AUDIT FOLLOW UP

10.4.1 Every safety audit or regulatory inspection conducted per the requirements above may be reviewed by the Fulton County designated Representative and/or Insurance Carrier loss control staff. This review may identify serious and repeat safety items, look at trends, identify risks and potential losses, and site safety and loss prevention activities.

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- 10.4.2 After this review the findings may identify areas needing improvement.
- 10.4.3 A copy of the audit and any areas identified, as needing improvement will be forwarded to the Contractor's senior management.

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- 10.4.4 For findings that indicate major loss potential or serious concerns about site safety, the areas identified as needing improvement and the overall performance may be reviewed in a meeting with the OCIP Administrator, Fulton County’s designated Representative, and the Insurance Carrier loss control staff. A written action plan to address the Contractor’s performance issues may be developed.
- 10.4.5 Fulton County or designated Representative may meet the Contractor’s senior management to discuss the findings, contract requirements, and their plans to address the findings.
- 10.4.6 The number and frequency of safety audits and site visits may be increased until improvements are noted.

11.0 SAFETY MEETINGS

- 11.1 The Contractor will conduct weekly safety meetings with all Contractor and Sub-Contractor employees on the site.
- 11.2 The Contractor will keep safety-meeting records that include meeting topic(s), outline of items discussed, and attendance and sign in sheet. At this meeting any accidents or audit findings and corrective actions from the previous week will be discussed.
- 11.3 The Contractor will maintain a job site file that contains copies of the safety meeting records.

12.0 TRAINING, INSPECTION AND CERTIFICATION

12.1 Employee Training

- 12.1.1 The Contractor must be able to show when requested the required safety training for all Contractor and Sub-Contractor employees and competent persons working on the site including any required craft training.
- 12.1.2 The Contractor must be able to show when requested that all employees operating mobile equipment or cranes have met or exceeded training and licensing requirements.
- 12.1.3 The Contractor must be able to show when requested that all scaffolds are erected under the direction of a competent scaffold builder, that all users are properly trained, and that the scaffold is inspected daily.
- 12.1.4 The Contractor shall ensure that each employee is properly trained in the recognition and avoidance of unsafe conditions and the regulations applicable to his or her work environment to control or eliminate any hazards or other exposure to illness or injury.
- 12.1.5 If Contractor or Sub-Contractor employs anyone who cannot effectively communicate using the English language, a translator must be maintained on site who can relay instructions, questions, or concerns in a manner that the non-English and English-speaking employees will understand. The identification of this translator shall be provided to Fulton County’s designated Representative.
- 12.1.6 Contractor shall orient all supervision and employees concerning safety requirements before working on the project site.

12.2 Equipment Certification and Inspection

- 12.2.1 The Contractor must be able to document that all cranes and mobile equipment used on the job site have current inspections and certifications.
- 12.2.2 The Contractor must assure that required daily and weekly equipment inspections are performed and documented in writing per governmental regulations and the requirements of this policy.
- 12.2.3 The Contractor must maintain a job site file for these required inspections and certifications.
- 12.2.4 Equipment identified as having safety problems or not meeting standards or codes shall be tagged as defective and shall not be used until those identified items have been corrected.
- 12.2.5 Contractor shall maintain, and have available for viewing, safety inspection reports for ladder, electrical cords, scaffolds, and trenches/excavations.

13.0 SAFETY AND HEALTH PROGRAM ELEMENTS

Note: Based on the project work activities and scope of work, some program elements may be not applicable to the project work and therefore do not have to be implemented. Elements marked with an asterisk are applicable to all Projects.

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13.1 Return to Work Policy*

The Contractor and each Sub-Contractor will be required to establish a transitional work program for employees injured at work, which provides modified duty within the employee's physical limitations.

13.2 Fire Prevention Program*

The Contractor and each Sub-Contractor will be required to submit a temporary fire protection plan to be in effect for the duration of the contract. This plan must be submitted as part of the Contractor's Safety Program submittal. It must include provisions for fire protection systems and equipment, as identified in OSHA Safety and Health for Construction 1926, Sub-Part F, Fire Protection and Prevention.

13.3 Hazard Communication (HAZCOM)*

The Contractor and each Sub-Contractor shall have a written HAZCOM Program. The program shall meet OSHA 1926 Requirements and provide for training so that all employees will be able to:

- Understand the program and identify hazardous chemicals with which they work.
- Understand product-warning labels.
- Have MSDSs for all potentially hazardous materials brought onto, used on, or stored at the job site.
- Know the physical location of the Material Safety Data Sheets (MSDS).

13.4 Personal Protective Equipment(PPE)*

All Contractor and Sub-Contractor employees and other site visitors will be required to wear the PPE necessary to accomplish the work in a safe manner. PPE required will vary from job to job and must be based on a written hazard assessment. A list of PPE that is required is identified below:

- Hard Hats shall be worn at all times on all projects
- Hearing Protection for operations that create noise in excess of 85 dBA is required.
- Contractor shall provide eye or face protection equipment when machines or operations present potential eye or face injury from physical, chemical, or radiation agents.
- Work boots or work shoes made of leather shall be required. No open toed shoes or canvas shoes are allowed
- Shirts with sleeves at least 4 inches long are required. Tank tops and mesh shirt are not allowed.
- Full Body Safety Harnesses with shock absorbing lanyards for fall protection are required.
- Full body and chemical splash protection is required when handling hazardous chemicals.
- Respirators are required when employees maybe exposed to dust and/or chemicals in excess of the OSHA permissible exposure limits.
- Long pants are required.

13.5 Confined Space Entry

If the project work involves permit required confined spaces, a permit required confined space entry program that meets OSHA requirements must be established. This program must include but is not limited to the following elements.

- Confined Space Identification
- Environmental Testing
- Rescue
- Communication with employees in the confined space
- Employee Training
- Permit System for entry

13.6 Excavations

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If the Contractor or Sub-Contractor must make a cut, cavity, trench or depression in an earth surface formed by earth removal, the work must comply with the OSHA Regulations on trenching and excavations. A competent person must be assigned for each excavation. Requirements include but are not limited to

- Employee Training
- Daily inspections
- Soil testing
- Protective or support systems.

13.7 Electrical Tools, Equipment, and Systems*

- The Contractor and each Sub-Contractor must implement Assured Grounding Program or use Ground Fault Circuit Interrupter (GFCI) devices on all electrical tools and extension cords.
- All electrical work must be performed in accordance with the National Electrical Code (NEC) and OSHA.
- All electrical tools and extension cords must be in good repair and the Contractor must establish a written inspection program for all electrical tools. The frequency of inspection shall be at least monthly.

13.8 Lockout/Tagout Procedure

The Contractor and each Sub-Contractor will be required to implement a written Lockout/Tag procedure that meets OSHA requirements if their work requires energy isolation. Program elements include but are not limited to the following:

- Energy isolation lists for each piece of equipment
- Employee training
- Individually keyed locks and danger tags
- Written Procedure that assigns responsibilities

13.9 Fall Protection*

Contractor shall provide an approved fall protection system for all employees working at an elevation of 6 feet or higher on this project, including scaffolding work and steel erection. Employees will be responsible for utilizing the fall protection 100% of the time. Sub-Contractor will be responsible for ascertaining their employees' compliance with this requirement. The plan must address the following items:

- Only full body harnesses with shock absorbing lanyards and double locking hooks shall be use.
- Falls should be limited to less than 6 feet such than employee can neither fall more than 6 feet nor contact any lower level.
- Fall protection systems must be planned into the job and must be designed to handle loads and forces expected. The project goal is 100% fall protection.
- Employee training and enforcement of these requirements are mandatory to assure an effective program.

13.10 Scaffolding*

All scaffolds and work platforms shall be constructed to meet the requirements of OSHA 1926.451 and ANSI A10.8. Some program elements include but are not limited to

- User training for all employees who may use scaffolds
- Scaffolding is to be designed and erected by competent person(s) following manufacturer's guidelines. Employees must use fall protection when erecting scaffolding.
- Daily inspection by competent person. Must implement daily tag system to document inspection.
- Must have engineering approval for scaffolds above 100 feet in height.
- Must be able to document competent person credentials.
- Scaffolds must have proper egress (ladder/stairs) and should have guardrails, complete deck, toe boards and netting if anything can fall on people below. If guardrails or decking is not complete, fall protection must be used.

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13.11 Cranes And Other Lifting Devices

- Trained and experienced operators shall operate Cranes in accordance with the applicable OSHA and ANSI/ASME.
- The Contractor is responsible for ensuring that the crane is properly sized for the job and that all required inspections and maintenance required by OSHA and ANSI/ASME standards have been conducted.
- All cranes should have anti-two block devices installed and operational. Cranes lifting employees in personnel baskets must have an anti-two block device to stop the crane if this condition occurs (positive acting).
- Tag lines are required to secure materials while being moved or handled by cranes.
- All cranes working in the vicinity of overhead power lines shall be grounded and be equipped with proximity guards.
- A lift plan must be submitted for all lifts that exceed 20,000 pounds or 75% of the crane's lift capacity. This plan must be reviewed and approved by the Contractor.
- Slings, hooks, and other lifting devices must be inspected on regular basis and stored properly.

13.12 Use Of Personnel Baskets

- Personnel baskets should only be used as the last practical means after documenting that all other means are unacceptable.
- The personnel basket must be manufactured, tested, and used in accordance with OSHA 1926.550. The crane lifting the basket must also meet OSHA requirements.

13.13 Personal Lifts With Articulating Booms (Jlg) And Scissors Lifts

- Operators must be trained in the safe operation of the lift including daily inspection procedures prior to use.
- Operators of JLG lifts must wear a full body harness with shock absorbing lanyard and be tied off while the lift is operation. Operators in a scissors lift must use fall protection anytime the guardrail system removed or altered.

13.14 Ladders*

- Ladders are acceptable means of access when used in compliance with OSHA 1926.1053.
- Ladders must be in good repair, have safety feet and be inspected.
- Extension ladders must be either held by an employee on the ground or tied off at the top.
- Homemade ladders not meeting OSHA requirements should not be used.
- Non-conducting ladders are required for electrical work.
- Fall protection is encouraged for employees working on ladders especially if they will be leaning and turning in their work activities.

13.15 Tools And Equipment*

All tools and equipment used on the project must be in a safe operating condition, with all guards in place, and must meet or exceed all governmental regulations (OSHA, EPA, DOT, etc.). Tools and equipment must be maintained, inspected, tested, and used in accordance with OSHA regulations.

13.16 Compressed Gas Cylinders*

- Compressed gas cylinders must be used, stored, and transported in accordance with OSHA requirements, DOT requirements, and Compressed Gas Association standards.
- Fuel and oxygen cylinders must be stored separately or separated by a ½ hour rated firewall.
- Compressed gas cylinders are not allowed inside confined spaces.

13.17 Welding, Burning, And Cutting*

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- The Contractor's program must meet or exceed OSHA and NFPA requirements.
- All flammables must be removed from work area and a fire watch posted in area until 30 minutes after the job is completed.
- At a minimum a 10 LB ABC rated fire extinguisher must be available in the immediate work area.
- Regulators must be in good working order and must have anti-flash back and check valves.
- Welding shields and burning goggles must be used.

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13.18 Sanitation And Housekeeping*

- The project site shall have an adequate number of portable toilets and hand washing facilities.
- The project site must establish a housekeeping plan that includes daily site clean up and trash and debris removal.

13.19 Hearing Conservation*

The Contractor and each Sub-Contractor who has employees exposed to noise levels exceeding 85 dBA must establish a hearing conservation program that meets or exceeds OSHA requirements. Minimum program elements include audiometric testing, noise monitoring, use of hearing protectors, and employee training.

13.20 Respiratory Protection

The Contractor and each Sub-Contractor who has employees who wear respiratory protection must implement a respiratory protection program that meets or exceeds OSHA requirements. Minimum program elements include risk based respirator selection, medical surveillance, employee training, respirator fit testing, and written operating procedures.

14.0 SPECIALIZED SAFETY PROGRAM ELEMENTS

If required by the project scope of work and specific work site or activities, specialized programs listed below shall be included in the Contractor's Safety Program submittal. The Contractor is required to implement the required programs and assure that they meet or exceed all contractual, regulatory and Fulton County's requirements applicable. Details for specific program elements may be included in the contract documents.

- 14.2 Asbestos Removal
- 14.3 Lead Based Paint Removal
- 14.4 Exposure Assessment and Employee Monitoring (Industrial Hygiene)
- 14.5 Hazardous Waste Operations and Training
- 14.6 Overhead Power Lines
- 14.7 Locating underground utilities
- 14.8 Dust Control
- 14.9 Guarding for floor holes and roof openings
- 14.10 Heavy Equipment, Truck and Earth Moving Equipment requirements
- 14.11 Environmental Requirements

15.0 ROAD AND TRANSPORTATION SAFETY REQUIREMENTS

The Contractor shall implement the following into its safety program whether required by the contract or any other authority having jurisdiction if required to perform the work and maintain vehicular and pedestrian traffic safety:

- 15.1 Barricades and Cones
- 15.2 Traffic and Warning Signs
- 15.3 Traffic control devices
- 15.4 Equipment and materials storage
- 15.5 Reflective Clothing and other personal protective equipment
- 15.6 Excavation and road hole protection
- 15.7 Erosion protection
- 15.8 Trained flaggers

16.0 ADDITIONAL REQUIREMENTS TO PROTECT THE GENERAL PUBLIC

Based on the Contractor's scope of work and specific work activities or location the Contractor may be required to implement the

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following into its safety program to protect the general public:

- 16.1 Fencing and other measures for site security
- 16.2 Warning, direction and no trespassing signs
- 16.3 Alternate public walk ways
- 16.4 Protection of the public from over head and other construction hazards
- 16.5 Site Traffic Control
- 16.6 Barricading off hazardous areas and open pits and holes

APPENDIX A - JOB SAFETY ANALYSIS WORKSHEET EXAMPLE AND INFORMATION

JOB SAFETY ANALYSIS/ JOB PRE-PLANNING WORKSHEET

Job Name and #:		Completed By:	
Date:		Phase/Operation:	
Task	Hazard	Control	

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PRE-OPERATIONAL PLANNING

FACT FINDING GUIDE - GL

I. Evaluate present conditions at job site to determine items that could lead to liability claims during work and after completion of the project.

A. PRESENT OCCUPANCY OR USE OF THE SITE

- Demolition to be done?
- Structures will remain (condition)?

B. HISTORY OF THE SITE

- For what was the site used before?
- Underground tanks?
- Underground utilities?

C. GEOLOGY OF THE SITE

- Rock to be blasted?
- Water to be removed/diverted?
- Fill needed? (where and how obtained?)
- Excavation needed? (where and how disposed of?)

II. Evaluate controls needed in reference to site security and public protection.

A. FENCING NEEDED?

B. ACCESS/GATES

- Can traffic be routed past office or checkpoint?
- "Non-Vendor" visitors escorted?
- Gate lockable after hours?
- "Hard Hat" signs at entrance?
- Dirt removal/tarping area at exit?
- Ready Mix chute wash area?

C. PEDESTRIANS

- Sidewalk maintained outside fence?
- Covered sidewalk needed?
- Special access requirements for neighboring occupants?
- Special after-hours considerations?

D. ENVIRONMENTAL

- Dust control?
- Silt control?
- Mud control on streets?
- Vibration control?

E. UTILITIES

- Underground utilities located?
- Overhead power lines in work area relocated, removed, or deenergized?
- Temporary power service away from high traffic areas?

F. SUB-CONTRACTORS

- Method to secure proof of adequate insurance coverage in place?
- List of hazardous materials obtained?
- List of hazardous materials provided?
- Responsibilities established
- Job site safety meetings
- Materials delivery
- Debris removal
- Access to site
- Weekly Sub-Contractors' meetings
- Schedule of safety inspections
- Emergency Procedures

G. MATERIALS HANDLING

- Crane selection criteria established
- Maximum weight to be handled
- Maximum lifting height
- Maximum horizontal reach needed
- Amount of travel needed
- Swing radius available
- Set-up area available
- Ground bearing capacity
- Approximate frequency of lifts
- Crane operations responsibilities established
- Triangle or leasing company crane to be used?
- Operator trained and experienced on specific machine?
- Operator can accurately read and interpret machine load chart?
- Critical lift identified (75% of net capacity)?
- Machine fully inspected by a qualified outside agency?
- Rigging hardware properly selected?
- Inspecting and maintaining the crane per owner/manufacture specifications?

III. Start Up.

A. ELECTRICAL

- Temporary Power
- Underground service possible?
- Maintenance responsibilities established?
- Main circuit panel barricaded?
- Lighting planned?
- Circuit Protection
- Ground fault circuit interrupt protection?
- Assured grounding conductor program?
- Responsibilities established?

B. FIRE PROTECTION

- ABC extinguishers adequately distributed?
- Properly sized?
- Maintenance of fire extinguishers?
- Stand pipe/hydrant available? Adequate?
- Housekeeping checks/inspections?

C. FALL PROTECTION

- Critical Job Phases Identified?
- Critical exposures identified by phase? (e.g. "Worker falls into basement excavation")
- Scheduled start dates for critical phases?
- General Fall Protection Procedures
- Perimeters
- Floor openings
- Working deck
- Work area access
- Ladders
- Elevator hatchways

D. PERSONAL PROTECTIVE EQUIPMENT

- General
- Hard hats
- Work shoes
- Specific by Task

E. HAZARD COMMUNICATION PROGRAM ESTABLISHED AND EMPLOYEES TRAINED

F. CONFINED SPACE ENTRY

- Procedures established and task(s) identified requiring use of procedures?

G. TRENCHING

- Procedures established and task(s) requiring procedures identified?

H. PHASE PRE-PLANNING

- Job schedules established?
- Agreed upon target dates for meeting?
- Follow up system

ARTICLE 2

INSURANCE

(Revised 4/08/03)

11.1 OWNER-CONTROLLED INSURANCE PROGRAM

11.1.1 INTRODUCTION

Fulton County has implemented an Owner-Controlled Insurance Program ("OCIP") that covers this Project. Certain relevant provisions of the County's OCIP are outlined below. This OCIP does not affect Fulton County Government's statutory immunity. Under the OCIP, the County shall furnish certain portions of the Workers' Compensation, General Liability, and Builder's Risk insurance associated with the County's construction projects. Insurance furnished under the OCIP covers the County, the Contractor and its Sub-Contractors of all tiers (with some exceptions, as described below), and other persons or interests as the County may designate in connection with the performance of the Work. As detailed below, the Contractor still provides certain other portions of insurance coverage not included in the OCIP.

11.1.2 DEFINITIONS SPECIFIC TO THIS ARTICLE 11

11.1.2.1 "Owner-Controlled Insurance Program" (OCIP) means an insurance delivery method that assures the Contractor, and its Sub-Contractors of all tiers, and other persons or interests as the County may designate in connection with the performance of the work are insured for certain prescribed Statutory Workers' Compensation, Employers Liability and Commercial General Liability, and such other coverages as the County may in writing specifically add or delete for the Project.

11.1.2.2 "OCIP Administrator" means the administrator retained by the County to implement and administer the OCIP. The OCIP Administrator is Resurgens Risk Management/Willis.

11.1.2.3 The term "enrolled" applies to the entities covered under the OCIP. The Contractor is enrolled in the OCIP. The Contractor's Sub-Contractors of all tiers shall be enrolled in the OCIP, provided in general that they are performing construction work at the Project site and that the work being performed is not temporary to the project and is an elemental component of the completed project. The Contractor shall assure that all enrolled Sub-Contractors of all tiers satisfy all safety program obligations, claim management and applicable insurance requirements relative to the OCIP. The Contractor understands that all Contractor obligations set forth in the County's OCIP, whether performed directly by the Contractor obligations set forth in the County's OCIP, whether performed directly by the Contractor or indirectly by its enrolled Sub-Contractors, are the responsibility of the Contractor. Whenever this Agreement establishes obligations for Contractor with respect to the OCIP, it shall also be deemed to establish obligations for enrolled Sub-Contractors. Certain exceptions apply to enrolled entities, as described below.

11.1.2.4 The term "non-enrolled" applies to the entities not covered under the OCIP. In general vendors, suppliers, fabricators, material dealers, drivers and others who merely transport, pick up, deliver or carry materials, personnel, parts or equipment or any other items or persons to or from the Project site shall be considered non-enrolled entities for the purpose of insurance coverage under the County's OCIP. This non-enrolled OCIP Contractor status also applies to those contractors whose only work is temporary to the site and are not involved in any project construction that is part of the work on the finished project. The Contractor shall assure that all non-enrolled Sub-Contractors of all tiers satisfy all safety program obligations, claim management and applicable insurance requirements relative to the OCIP.

11.1.2.5 "Agent" means the Fulton County's designated Representative, as defined within this Agreement. For purposes of the OCIP, the County's designated Representative shall serve as the County's primary contact for communication with the Contractor related to the OCIP.

11.1.3 INSURANCE OBLIGATIONS OF THE COUNTY AND CONTRACTOR

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11.1.3.1 INSURANCE PROVIDED BY THE COUNTY UNDER ITS OCIP.

- (a) The County shall secure and thereafter maintain, except as otherwise provided herein, the insurance coverages described in Subparagraphs 11.1.3.2, 11.1.3.3, and 11.1.3.4 below, covering as insured parties the County, the Contractor and its Sub-Contractors of all tiers (except as detailed below), and such other persons or interests as the County may designate in connection with the performance of the Work, and with limits not less than those specified for each coverage (“OCIP insurance coverage”).
- (b) No insurance coverage provided by the County’s OCIP shall extend to the activities or products of the following:
 - (i) Any person and/or organization that fabricates and/or manufactures products, materials, and/or supplies away from the Project site(s).
 - (ii) Any non-enrolled architect, engineer or surveyor and their consultants except where required by the Contract Documents.
 - (iii) Truckers, material-delivery, vendors, suppliers, and operators (as independent contractors), whose operation(s) and/or employee(s) is/are engaged solely in the loading, hauling and/or unloading of material, supplies and/or equipment to or from the Project site(s).
 - (iv) Any employee(s) of the Contractor or an enrolled or non-enrolled Sub-Contractor of any tier, including employee(s) of truckers, material-delivery, vendors, suppliers, and operators (as independent contractors), which is/are engaged solely in the loading, hauling and/or unloading of material, supplies and/or equipment to or from the Project site(s).
 - (v) Any employee(s) of the Contractor or an enrolled Sub-Contractor of any tier that does not work and/or generate payroll at the Project site(s).
 - (vi) Any employee(s) of the Contractor or an enrolled Sub-Contractor of any tier, not specifically required to perform Work at the Project site(s), that occasionally visits the Project site(s) to make deliveries, pick up supplies and/or personnel, to perform supervisory and/or progress inspections, or for any other reason.
 - (vii) Any other entity specifically to be determined by the County to be excluded.
 - (viii) Any leased or temporary laborers.
- (c) Unless herein otherwise specifically indicated, the policies set forth in Subparagraphs 11.1.3.2, 11.1.3.3 and 11.1.3.4 below shall cover only those operations of the insured parties performed at the Project site or sites incidental to the Work called for in this Owner-Contractor Agreement.
- (d) The County assumes no obligation to provide insurance other than that evidenced by the policies referred to in Subparagraphs 11.1.3.2, 11.1.3.3 and 11.1.3.4. Furthermore, any obligation of the County to provide insurance under its OCIP is expressly limited to the insurance referred to in Subparagraphs 11.1.3.2, 11.1.3.3 and 11.1.3.4. The County, however, reserves the right to furnish insurance coverage of various types and limits, provided that such coverage shall not be less than that specified below (so long as such insurance and limits are reasonably available in the insurance market) and provided that the costs of such insurance shall be borne by the County.

11.1.3.2 WORKERS' COMPENSATION INSURANCE

Workers' Compensation insurance in statutory limits of the Workers' Compensation laws of the State of Georgia, with Coverage B - Employer's Liability, to limits of not less than one million dollars (\$1,000,000) covering operations of the insured parties at the Project site. Coverage under the Broad Form All States extension is also included. This insurance is primary for all occurrences at the Project site.

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11.1.3.3 LIABILITY INSURANCE (EXCLUDING MOTOR VEHICLE LIABILITY)

- (a) Liability insurance (excluding Motor Vehicle Liability) under a Commercial General Liability insurance policy and covering the insured parties in connection with the performance of the Work at the Project site, including hazards of operations (explosion, collapse and underground exposures), independent contractors, employees as additional insureds, completed operations (for 5 years after final completion of the Work), contractual liability coverage (for contracts related to the Work), personal injury liability coverage, and excess Employer's Liability coverage for claims arising out of the Work hereunder, for personal injury, bodily injury, and property damage, in policies of insurance such that the total available limits to all insureds combined will not be less than twenty-five million dollars (\$25,000,000) combined single limits for each occurrence and aggregates, as applicable.
- (b) Notwithstanding the actual policy deductible, the Contractor shall be liable for a deductible not to exceed five thousand dollars (\$5,000) each occurrence, to the extent losses payable are attributable to, involve, or relate to the performance, actions, errors, omissions, or negligence of the Contractor or its Sub-Contractors, uninsured parties, or any other entity or person for whom it may be responsible. The Contractor's deductible shall include the costs of defense, including court costs and attorneys' fees of a covered OCIP claim and shall not be construed to affect the Contractor rights to indemnify the County under the contract. All such deductibles shall be collected as part of the Contract close-out process and final payment.
- (c) The insurance provided under the OCIP will not extend coverage for products liability to any insured party or uninsured party. However, Products/Completed Operations liability arising from manufacturing or assembly of items manufactured or assembled at the Project site, as required by the contract, is covered.

11.1.3.4 ALL RISK BUILDER'S RISK, INCLUDING TRANSIT

- (a) All Risk Builder's Risk, including transit and installation risks, insuring the interest of the County, the Contractor and its Sub-Contractors, providing coverage on an All Risk basis, including, but not limited to, coverage against flood, fire, lightning, wind damage, hail, explosion, riot or civil commotion, aircraft and other vehicles, and collapse.
- (b) The policies for such insurance will be secured and maintained by the County in a form and amount as determined by Fulton County. The amount may be amended depending on the amount of a specific project.
- (c) Coverage will include materials, supplies and equipment that are intended for specific installation in the Work while such materials, supplies and equipment are located at the Project site, in transit or while temporarily located away from the Project site for the purpose of repair, adjustment or storage at the risk of one of the insured parties.
- (d) Except as otherwise provided in Subparagraph 11.1.3.4(c), this insurance will not include coverage for tools or clothing of workers, or tools, equipment, protective fencing, scaffolding, temporary structures, coffer damming, pipe stalling or bracing, or forms owned, rented or used by the Contractor, its Sub-Contractors, or uninsured parties and used in the performance of the Work, unless such items are specifically identified in this Agreement and their values declared under the Builder's Risk insurance policy.
- (e) The County, its officers, agents, employees and consultants rendering services at the Project site, and the OCIP Administrator will not be liable or responsible for loss or damage to the items excluded in Subparagraph 11.1.3.4(d), and the Contractor shall indemnify and hold harmless the County, its officers, agents, employees, its consultants rendering services at the Project site, the OCIP Administrator, and other Project contractors and their Sub-Contractors from claims or causes of action brought by any person or parties as a result of loss or damage to such excluded items.
- (f) The Builder's Risk policy will be endorsed waiving the carrier's rights of recovery under subrogation against the County, its officers, agents, employees and consultants rendering services at the Project site, the OCIP Administrator, and the Contractor and its Sub-Contractors, whose respective interests are insured under such policy.
- (g) Notwithstanding the actual policy deductible, the Contractor shall be liable for a deductible not to exceed five thousand dollars (\$5,000) each occurrence for all perils excluding theft and mysterious disappearance, and twenty-five thousand dollars

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(\$25,000) each occurrence for theft and mysterious disappearance. All such deductibles shall be collected as part of the Contract close-out process and final payment.

11.1.3.5 CONTRACTOR RETAINS VARIOUS OBLIGATIONS

Nothing contained herein, or in any document referenced herein, shall relieve, limit or be construed to relieve or limit the Contractor, its Sub-Contractors or uninsured parties of responsibility or obligations otherwise imposed by the Contract. The OCIP shall not be construed as limiting, among other things:

- (a) The extent to which the Contractor may be held legally responsible for damages to persons or property.
- (b) The Contractor's indemnity obligations under this Agreement.

11.1.3.6 CONTRACTOR RESPONSIBILITY TO REPAIR DEFECTIVE OR DAMAGED WORK

- (a) Notwithstanding the provisions of this Agreement, and until final acceptance of the Work by the County, the Contractor shall have full and complete charge and care of the Work or any portion thereof (including the Owner-furnished supplies, material, equipment or other items to be utilized or incorporated in the Work).
- (b) The Contractor shall rebuild, repair, restore and make good losses of, and injuries or damages to, the Work or any portion thereof (including the Owner-furnished supplies, material, equipment or other items to be utilized with, or incorporated in, the Work and which are in the Project site) before final acceptance of the Work. Such rebuilding, repair or restoration shall be at the Contractor's sole cost and expense provided, however, the County will make available applicable proceeds from the Builder's Risk policy provided by the County, as specified in Section 11.1.3.4.

11.1.3.7 ADDITIONAL INSURED

The Additional Insured on the County's OCIP policies shall include Fulton County; the County's officers, agents, employees, and consultants; the OCIP Administrator; and Contractors, including their Sub-Contractors of any tier (but excluding suppliers, vendors, material-delivery, truckers or haulers) whom Fulton County has contracted with and for whom the County has agreed to furnish coverage under the OCIP.

11.1.3.8 OWNER'S RIGHT TO AUDIT

- (a) The Contractor hereby warrants to the County the accuracy of the information provided on the OCIP Insurance Information Form submitted with its bid, and agrees that the County, its officers, agents, insurance carriers and the OCIP Administrator may audit the records of the Contractor and its Sub-Contractors to confirm the accuracy of the information provided, including, but not limited to, the accuracy of all estimated payrolls, and to ascertain any effect on insurance resulting from changes in the Work. The audit will be held during the Contractor's normal business hours at the office of the Contractor or at another mutually agreeable location.
- (b) The County shall be entitled to credits in OCIP insurance premiums that may accrue as a result of the audit.
- (c) The Contractor shall maintain or cause to be maintained sufficient records as may be necessary to audit its compliance and its Sub-Contractors' compliance with the requirements of the OCIP.

11.1.3.9 ASSIGNMENT

The Contractor and each of its Sub-Contractors of any tier shall assign to the County all return premiums, premium refunds, dividends and other monies due or to become due in connection with the insurance provided by the County. The Contractor and its Sub-Contractors of any tier shall execute such other further documentation as may be required by the County to effectuate this assignment.

11.1.3.10 OCIP CLAIMS

The Contractor, its Sub-Contractors and uninsured parties shall assist the County, its agents, and the OCIP Administrator and provide the utmost cooperation in the adjustment of claims arising out of the operations conducted under, or in connection with, the Work and shall cooperate with the County's insurance carriers in claims and demands that arise out of the Work and that the insurance carriers are called upon to adjust or resist.

11.1.3.11 LIMITATIONS ON OCIP COVERAGES

Although the scope of coverages afforded under this program may provide coverage beyond the scope required by the Owner-Contractor Agreement in the absence of an OCIP, the County makes no warranty or representation that such broad coverage will remain in effect throughout the duration of the Work. The County further does not warrant or represent that the OCIP coverages constitute an insurance portfolio, which adequately addresses all the risk faced by the Contractor or its Sub-Contractor(s). The Contractor and Sub-Contractors of every tier shall satisfy themselves as to the existence, extent and adequacy of the OCIP coverages prior to the commencement of the Work. The cost to obtain any "extra" coverages shall be the responsibility of the Contractor. The County shall not assume any responsibility for the premium cost of any "extra" insurance. The County shall issue Certificates of Insurance and make available copies of specimen insurance policies at the time of the Notice to Proceed.

11.1.3.12 ALTERNATIVE INSURANCE

In the event the County, after commencement of the Work, is unable to furnish, or elects not to furnish or to continue to furnish, the insurance coverage herein described, and upon 30 days written notice from the County, the following shall be required:

- (a) The Contractor shall secure and maintain all, or as much of the insurance herein described, as the County designates, at the County's expense, and the County will thereafter no longer be obligated to furnish such insurance.
- (b) All insurance secured by the Contractor or its Sub-Contractors pursuant to this subparagraph shall be in policies subject to the prior written approval of the County as to form, content, limits of liability, cost and issuing company as outlined in the "Base Bid" version of this Article 11, i.e., as if the OCIP had not been implemented for the Project.

11.1.3.13 PROCEDURES AND SERVICES

The Contractor shall fully comply with, and shall require its Sub-Contractors of any tier to fully comply with, all of said plans, procedures and services, including but not limited to, completion of all necessary applications for coverage, prompt and full compliance with all audit requests and claim reporting procedures, and full compliance with the safety, loss prevention and loss control programs implemented by, or at the request of the County.

11.1.3.14 INSURANCE NECESSARY FOR THE WORK, BUT COVERING OPERATIONS OUTSIDE THE OCIP

- (a) The Contractor shall, for the duration of this Agreement, provide and maintain insurance and shall require each Sub-Contractor to provide and maintain insurance of the type and in the limits as described in Paragraph 11.2, which is intended to cover employee injury, personal injury, bodily injury and property damage liability for ongoing operations work performed away from the Project site.
- (b) The insurance described in Subparagraphs 11.2.1.2.B (Motor Vehicle Liability) and 11.2.1.2.D (Professional Liability) shall apply to Work performed by both enrolled and non-enrolled entities both at and away from the Project site, and shall be provided and maintained for the duration of this Agreement. Such insurance shall name the parties required to secure same as insureds and shall be in a form and through issuing companies acceptable to the County. Such insurance shall contain a defense of suits provision.
- (c) The Contractor shall assure that all non-enrolled entities provide and maintain, for the duration of this Agreement, insurance of the type and in the limits as described in Paragraph 11.2, which shall cover those entities for employee injury, personal injury, bodily injury, and property damage liability for any Work performed at the Project site.

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11.1.3.15 CONTRACTOR OCIP OBLIGATIONS

- (a) The Contractor and each of its Sub-Contractors shall:
 - (i) Furnish to Fulton County's designated Representative all information and documentation that the County may require from time to time, in connection with the issuance of policies under this Agreement, in such form and substance as the OCIP Administrator may prescribe.
 - (ii) Furnish to the County's designated Representative monthly certified payroll and accident summary reports on forms provided by the OCIP Administrator, and payroll records, as required.
 - (iii) Segregate their respective reports relating to the Work for which OCIP coverage is herein provided, from their records relating to other work for which such coverage is not provided.
 - (iv) Promptly comply with the recommendations of the OCIP insurance carriers, as submitted through the County's designated Representative.
- (b) The Contractor shall not violate or knowingly permit to be violated any conditions of the policies of insurance provided by the County under the terms of this Agreement, and shall at all times satisfy the requirements of the issuing insurance companies.
- (c) The Contractor shall assure that all OCIP requirements imposed upon and to be performed by the Contractor shall likewise be imposed upon, assumed and performed by each of its Sub-Contractors and uninsured parties with whom it or its Sub-Contractors have a contractual relationship and are performing work under the Contract.
- (d) The Contractor shall furnish each bidding and negotiating Sub-Contractor, vendor, supplier, material dealer or other person or business entity that may provide goods or services in connection with the Work, a copy of this document describing the insurance requirements for the Contractor, and its Sub-Contractors shall require each to impose the same requirement in their subcontracting and procurement procedures.
- (e) If the Contractor or any of its Sub-Contractors should fail to comply with the requirements of this document, the County may withhold payments due to the Contractor or suspend the Work until such time as the Contractor and its Sub-Contractors have performed such obligations to the reasonable satisfaction of the County.
- (f) The Contractor agrees that the Contract Sum includes all costs of complying with the OCIP, as herein described.

11.1.3.16 NOTICES, COSTS AND LOSSES

- (a) All policies of insurance that either the Contractor, its Sub-Contractors, or the County is required to secure and maintain, shall be endorsed to provide that the insurance company shall notify the County, the Contractor, and each Named Insured at least thirty (30) days prior to the effective date of any cancellation or modification of such policies.
- (b) The Contractor shall furnish to the County's designated Representative certificates of insurance for insurance required to be maintained by the Contractor and its Sub-Contractors, as provided herein. Prior to the issuance of the Notice to Proceed, the Contractor shall not be permitted on the Project site.
- (c) The County will pay the cost of the premiums for the insurance described above as being provided by the County, and the County will receive and pay, as the case may be, all adjustments in such costs, whether by way of dividends or otherwise. The Contractor shall execute such instruments of assignment as may be necessary to permit the County's receipt of such adjustments and shall cause all Sub-Contractors covered by such insurance to do the same.
- (d) The Contractor shall be responsible for the payment of the deductible amounts indicated in Subparagraphs 11.1.3.3 and 11.1.3.4. If the actual County-provided OCIP policies have deductible amounts greater than those indicated in Subparagraphs 11.1.3.3 and 11.1.3.4, such excess amounts will be paid by the Contractor.

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- (e) The Contractor shall be responsible for all losses greater than OCIP policy limits.
- (f) Payments by the insurer for all losses covered under the All Risk Builder's Risk policy, as specified in Section 11.1.3.4, will be made to the County. The County will make proceeds from the Builder's Risk policy available to the Contractor for rebuilding work damaged by covered perils.

11.1.3.17 SUBROGATION AND WAIVER

- (a) The Contractor shall require all policies of insurance that are related to the Work and that are secured and maintained by the Contractor and its Sub-Contractors to include clauses providing that each underwriter and carrier shall waive all of their respective rights of recovery, under subrogation or otherwise, against the County, its officers, agents, employees and consultants rendering services at the Project site, the OCIP Administrator, the Contractor and its Sub-Contractors, regardless of tier, and all other Project contractors and their Sub-Contractors, regardless of tier.
- (b) The Contractor waives all rights of recovery against its Sub-Contractors, the County, its officers, agents, employees and consultants rendering services at the Project site, the OCIP Administrator, and other Project contractors and their Sub-Contractors, regardless of tier, that the Contractor may have or acquire because of deductible clauses in or inadequacy of limits of policies of insurance that are in any way related to the Work and that are secured and maintained by the Contractor.
- (c) The Contractor shall require its Sub-Contractors of every tier to waive the rights of recovery in the same manner (as waived in the preceding paragraph by the Contractor) against the County, its officers, agents, employees and consultants rendering services at the Project site, the OCIP Administrator, the Contractor, and other Project contractors and their Sub-Contractors, regardless of tier.

11.1.3.18 COVERAGE DETERMINED BY POLICY

The coverages referred to above are set forth in full in the respective policy forms, and the foregoing descriptions of such policies are not intended to be complete, or to alter or amend any provision of the actual policies, and in matters, if any, in which the said description may be conflicting with such instruments, the provisions of the policies of the insurance shall govern.

11.2 CONTRACTOR'S LIABILITY INSURANCE

11.2.1 Pursuant to the exclusions of the Owner-Controlled Insurance Program (OCIP) described in Paragraph 11.1 above, the Contractor shall purchase and maintain during the life of this Agreement, from a company or companies licensed to do business in its agents and acceptable to the County, such insurance as shall fully protect him, the County, any other Professional Consultant or Architect or Engineer hired by the County, and any parties, consultants, or Sub-Contractors performing work covered by this Agreement from any and all claims, including those resulting from bodily injury (including accidental death), professional liability of the property damage (other than to the work itself) or personal injury which may arise or result from the Contractor's operations under this Agreement **which are not covered under the OCIP**, whether such operations be by himself or by any Sub-Contractor, or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable.

- (a) Said insurance shall specifically provide coverage during the life of this Agreement to the County, its agents, any Professional Consultant or Architect or Engineer hired by the County, and any Sub-Contractor performing work covered by this Agreement for claims made by any persons, including the employees and parties in privity of the contract with the Contractor, claiming injury as a result of the performance of the Project.
- (b) At a minimum, such insurance must include but not necessarily be limited to:
 - (i) Worker's Compensation and Employer's Liability insurance (**for all operations away from the Project site**);
 - (ii) Motor Vehicle Liability insurance, covering all motor vehicles, whether owned, non-owned, or hired (**for all operations both at and away from the Project site**);
 - (iii) Comprehensive (or Commercial) General Liability insurance, with Broad Form Liability endorsement. Comprehensive (or Commercial) General Liability policy with Broad Form Liability endorsement shall be further endorsed naming County, Program Manager, Construction Manager, and County's Professional Consultants as additional insured (**for all operations away from the Project site**).
 - (iv) Professional Liability insurance, specifying that the Contractor shall be responsible to the County for acts, errors and omissions of the Contractor's directors, officers, employees and parties in privity of the contract with the Contractor to perform a portion of the work, including their agents and employees (**for all operations both at and away from the**

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Project site). The Contractor shall require the architects and the engineers that are responsible for the design and engineering to purchase and maintain liability insurance with no less coverage than \$1,000,000.00 or 10% of the construction value of the Work, whichever is greater, throughout the duration of the project and for two years following the Date of Substantial Completion.

11.2.2 The insurance required by Subparagraph 11.2.1 above shall be written for not less than the following liability limits, or greater if required by law. Evidence of such insurance shall be provided PRIOR to the day of actual work being performed (refer to OCIP Enrollment procedures provided by the OCIP Administrator for more assistance, or contact Fulton County’s designated Representative.)

(a) Worker's Compensation

Each Accident	GA Statutory Limits
Disease – Policy Limit	\$500,000
Disease – Each Employee	\$100,000
Employers Liability	\$1,000,000

General Liability

Bodily Injury/Property Damage	\$1,000,000
Personal Injury	\$1,000,000
General Aggregate	\$2,000,000

Automobile Liability

Bodily Injury	\$1,000,000 CLS
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Excess/Umbrella

As specified and required in the Contract

Professional Liability (if required by the specific Contract and Project)

Limit of \$1,000,000 or 10% of Contract value, whichever is greater.

Note: The Contractor shall provide and shall require all Sub-Contractors performing work under this Agreement to obtain an insurance certificate showing proof of insurance coverage conforming to the above limits, and showing FULTON COUNTY GOVERNMENT as the “Certificate Holder” and “Additional Insured” without such certificate, the Contractor and any Sub-contractor are considered NON-ENROLLED in OCIP, and cannot commence work.

PROJECT LOCATION MAP

**DUNWOODY PLACE AT HIGHTOWER TRAIL DESIGN-BUILD TRAFFIC SIGNAL
INSTALLATION
FULTON COUNTY**

