



**COUNTY OF IMPERIAL
DEPARTMENT OF PUBLIC WORKS**

155 South 11th Street
El Centro, CA 92243
Phone: (442) 265-1818
Fax: (442) 265-1858

PROJECT MANUAL

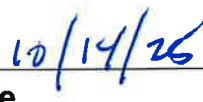
**I.C. DEPARTMENT OF SOCIAL SERVICES
NEW INTERVIEW ROOMS
PROJECT LOCATED AT
2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117SS



Approved by: John A. Gay, P.E., Director of Public Works


Signature


Date

**Contact person: Raul Carrasco, Senior CIP Project Technician
Marcelo Cortes, Senior Const. Program Project Tech.**

Pre-Bid Non-Mandatory Conference Date: October 29, 2025, at 9:00AM

Bid Opening Date: Friday November 14, 2025, at 2:30PM

SPECIAL NOTICE

Pursuant to the requirements of Senate Bill 854 and California Labor Code section 1725.5, all contractors and subcontractors that wish to engage in public work through a public works contract must first register with the Department of Industrial Relation and pay all applicable fees.

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

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

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

For more information concerning Senate Bill 854 compliance, please visit: <http://www.dir.ca.gov/Public-Works/SB854.html>,

PUBLIC WORKS REFORMS (SB 854) FACT SHEET

Public works reforms (SB 854) were signed into law on June 20, 2014. The reforms made several significant changes to the administration and enforcement of prevailing wage requirements by the Department of Industrial Relations (DIR). Among other things, SB 854 established a public works contractor registration program to replace prior Compliance Monitoring Unit (CMU) and Labor Compliance Program (LCP) requirements for bond-funded and other specified public works projects. The fees collected through the program established by SB 854 are used to fund DIR's public works activities.

Essentials of public works contractor registration program:

- Contractors are subject to a registration and annual renewal fee set at \$400. This fee is non-refundable and applies to all contractors and subcontractors who intend to bid or perform work on public works projects (as defined under the Labor Code).
- Contractors apply and pay the fee online and must meet minimum qualifications to be registered as eligible to bid and work on public works projects:
 - o Must have workers' compensation coverage for any employees and only use subcontractors who are registered public works contractors.
 - o Must have Contractors State License Board license if applicable to trade.
 - o Must not have any delinquent unpaid wage or penalty assessments owed to any employee or enforcement agency.
 - o Must not be under federal or state debarment.
 - o Must not be in prior violation of this registration requirement once it becomes effective. However, for the first violation in a 12-month period, a contractor may still qualify for registration by paying an additional penalty.
- The registration fee is not related to any project. It is more like a license that enables the registrant to bid on and perform public works.
- DIR provides a searchable database of registered contractors and subcontractors on its website, so that awarding bodies and contractors can comply with the requirement to only use registered contractors and subcontractors.
- Various protections are built in so that
 - o A contractor won't be in violation for working on a private job that is later determined to be public work;
 - o The inadvertent listing of an unregistered subcontractor on a bid doesn't necessarily invalidate that bid;
 - o A contract with an unregistered contractor or subcontractor is subject to cancellation but is not void as to past work;
 - o An unregistered contractor or subcontractor can be replaced with one who is registered;
 - o A contractor whose registration lapses will have a 90-day grace period within which to pay a late fee and renew.
- Contractors and subcontractors register online. The preferred method of payment is by credit card.
- The requirement to list only registered contractors and subcontractors on bids became effective on March 1, 2015. The requirement to only use registered contractors and subcontractors on public works projects applies to all projects awarded on or after April 1, 2015.

Essentials of Public Works Enforcement Fund:

All contractor registration fees go into the State Public Works Enforcement Fund and are used to fund the following items:

- Administration of contractor registration requirement;
- All DIR costs for administering and enforcing public works laws;
- Labor Commissioner's enforcement of other Labor Code violations on monitored public works projects.

DIR no longer charges awarding bodies for prevailing wage compliance monitoring and enforcement on legacy CMU projects.

Related changes in DIR's administration and enforcement of public works requirements:

- Requirements to use CMU or specified alternative (labor compliance program or project labor agreement) for state bond-funded and other specified projects were eliminated and replaced by requirements that apply to *all* public works projects (as defined under the Labor Code).
- Awarding bodies are required to submit PWC-100 (contract award notice) for all public works projects.
- Contractors and subcontractors on *all* public works projects are required to submit certified payroll records (CPRs) to the Labor Commissioner unless excused from this requirement. -
 - o CPRs are furnished to the Labor Commissioner online
 - o This requirement phases in as follows:
 - Applied to public works projects that had been under CMU monitoring;
 - Applies to any new projects awarded on or after April 1, 2015;
 - May apply to other projects as determined by Labor Commissioner;
 - Applies to *all* public works projects, (except those listed under Exemptions just below), on and after January 1, 2016.
 - o Exemptions: As of April 1, 2015, and even after January 1, 2016, the following projects are exempt from the requirement to have contractors and subcontractors furnish certified payroll records (CPRs) to the Labor Commissioner:

Small Project Exemption

Contractors who work exclusively on small public works projects are not required to register as a public works contractor or file electronic certified payroll reports for those projects. Contractors are still required to maintain certified payroll records on a continuous basis, and provide them to the Labor Commissioner's Office upon request. Additionally, awarding agencies are not required to submit the notice of contract award through DIR's PWC-100 system on projects that fall within the small project exemption. The small project exemption applies for all public works projects that do not exceed:

- \$25,000 for new construction, alteration, installation, demolition or repair
- \$15,000 for maintenance

Any projects monitored and enforced by the following legacy LCPs:

- California Department of Transportation (Caltrans)
- City of Los Angeles
- Los Angeles Unified School District
- County of Sacramento

Projects covered by qualifying project labor agreements, at the Labor Commissioner's discretion.

- Requirements for awarding bodies to adopt and enforce a DIR-approved LCP are now limited to: (1) ongoing public works projects awarded prior to January 1, 2012, that were under a pre-existing LCP requirement (see the four legacy LCPs listed above) and (2) projects funded in whole or in part by Proposition 84.

June 2017

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243
COUNTY PROJECT NO. SR7117SS**

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NOTICE TO CONTRACTOR CALLING FOR BIDS

NOTICE IS HEREBY GIVEN that the COUNTY OF IMPERIAL, California, acting by and through its Board of Supervisors (hereinafter referred to as "COUNTY"), will receive up to, but not later than **2:00pm on Friday November 14, 2025**, sealed bids for the award of a contract for the proposed project:

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS PROJECT
LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243
COUNTY PROJECT NO. SR7117SS**

The Contractor shall possess a **B – General Building Contractor License** at the time this contract is awarded.

Estimated Cost. The estimated construction cost is **\$296,000.00**.

Bids shall be received in the office of the Clerk of the Board of Supervisors, 940 Main Street, Suite 209, El Centro, California 92243, and shall be opened publicly and read aloud at the above stated time and place.

Each bid package must conform and be responsive to the contract documents, bid sets are available starting on **Wednesday October 15, 2025** at the following <https://www.dir.ca.gov/Public-Works/publicworks.html>. "Projects out to bid" at no charge and at Public Works, 155 South Eleventh Street, El Centro, CA, 92243, Phone (442) 265-1818, Monday through Thursday 8:00 AM - 5:00 PM (PDT) for a hard copy set for a fee. Those desiring to pick up bid sets shall call to reserve a copy of bid documents to ensure the availability.

A one hundred dollar (\$100) non-refundable fee for each hardcopy bid package set of the contract documents is required.

Only those firms who have purchased the bid documents will be mailed any addendums that may be issued for this project prior to the bid opening date.

Each bid shall be accompanied by the bid security referred to in the contract documents and the list of proposed subcontractors in the form of a certified or cashier check or a bid bond for ten percent (10%) of the maximum bid amount being proposed.

In contracts involving expenditure in excess of ten thousand dollars (\$10,000), the successful bidder shall file a payment bond in a penal sum at least equal to the full contract value as awarded. The bond shall be approved by COUNTY and shall be in the form set forth in the contract documents. The successful bidder shall also file a performance bond in a penal sum at least equal to the full contract value as awarded.

A performance and payment bond must be filed for contracts involving expenditure in excess of twenty-five thousand dollars (\$25,000) and may be required for contracts involving smaller expenditures at the option of COUNTY.

A Contractor's and Subcontractor's Non-Mandatory Pre-Bid Conference will be held on the following date: **October 29, 2025, at 9:00 AM** at:

**I.C. DEPARTMENT OF SOCIAL SERVICES - NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243
COUNTY PROJECT NO. SR7117SS**

Contact Person:
Raul Carrasco, Senior CIP Project Technician
Telephone: (442) 265-1818 / raulcarrasco@co.imperial.ca.us
Or

Marcelo Cortes, Senior Construction Program Project Technician
Telephone (442) 265-1861 / marcelocortes@co.imperial.ca.us

Attendance at the Pre-Bid Conference and Facility Walkthrough is **NON-MANDATORY BUT IS STRONGLY RECOMMENDED**.

Before submitting a bid, ALL BIDDERS are required to examine the project site and fully inform themselves as to all existing site conditions and limitations. The bid proposal shall include the cost of all items necessary for the construction of the Project. Bidder shall not receive any additional compensation for costs resulting from conditions that Bidder could have discovered with due diligence prior to submitting a bid.

Any potential bidder whom has been deemed ineligible to perform work on public works projects pursuant to Labor Code Sections 1777.1 or 1777.7 shall be prohibited from bidding on, being awarded a contract for, or performing work as a subcontractor on this project, or any other public works project within the state of California.

COUNTY reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding.

All information required by the bid forms must be completely and accurately provided. Numbers shall be stated in both words and figures where so indicated in the bid forms; conflicts between a number stated in words and in figures are governed by the words. Partially completed Bid Proposals, including bid forms with items left blank, or Bid Proposals submitted on other than the bid forms included herein are non-responsive and will be rejected. Bid Proposals not conforming to these instructions for bidders and the Notice to Contractors Calling for Bids may be deemed nonresponsive and rejected.

Pursuant to Section 20103.8 of the Public Contract Code: A local agency may require a bid for a public works contract to include prices for items that may be added to, or deducted from, the scope of work in the contract for which the bid is being submitted. Whenever additive or deductive items are included in a bid, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of a specification, only the method provided by subdivision (a) will be used:

- (a) The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.

A responsible bidder who submitted the lowest bid as determined by this section shall be awarded the contract, if it is awarded. This section does not preclude the local agency from adding to or deducting from the contract any of the additive or deductive items after the lowest responsible bidder has been determined.

ENGINEER'S OPINION OF PROBABLE QUANTITY BASE BID

AL = Allowance
LF = Linear Foot

CF = Cubic Feet
LS = Lump Sump

CY = Cubic Yard
SF = Square Feet

EA = Each
TON = (2,000 lbs)

LBS = Pounds

ITEM No.	ITEM DESCRIPTION	UNIT	EST. QTY.
1.	Mobilization/ Demobilization, Insurance, Bonds, Taxes, and Similar expenses.	LS	1
2.	Waste Management Plan (WMP)	LS	1
	Construction Facilities		
3.	Temporary scaffolding and safety equipment	LS	1
4.	Temporary barriers and protection of existing finishes	LS	1
	Demolition		
5.	Demolition interior partition walls as required for new layout	LS	1
6.	Remove and relocate existing Semi-Recessed Cabinet Fire Extinguisher per new layout	LS	1
7.	Existing sidelight windows to <u>be removed and relocated</u> per new layout	LS	1
8.	Existing S.C. Wood vision-lite door with timely frame to <u>be removed and relocated</u> per new layout	LS	1
9.	Demolition of all floors finishes throughout effected area	LS	1
10.	Demolition of all counters/millwork throughout effected area	LS	1
11.	Demolition of T-Bar ceiling system and acoustic ceiling tiles throughout effected area	LS	1
12.	Demolition of existing light fixtures throughout effected area	LS	1
13.	Existing doors and windows to be removed for new layout	LS	1
14.	Demolition of existing walls / new wall opening per new layout	LS	1
	Concrete		
15.	Patch back concrete at UG plumbing and electrical	LS	1
	Metal Framing		
16.	Frame 3 5/8" 20GA metal stud wall @ 16" O.C., Non-Rated with R-13 Insulation & Sound board, (height varies from 8'-6" to 10'-6", see New reflected ceiling plan for reference).	LS	1
17.	Frame 3 5/8" 20GA metal stud wall @ 16" O.C., non-rated (height 8'-6", see New reflected ceiling plan for reference).	LS	1
18.	Fill-in wall opening (existing door opening) to match existing conditions, per new layout using frame 3 5/8" 20GA metal stud wall @ 16" O.C. Non-Rated with R-13 insulation & Sound board	LS	1
19.	Install (2) Semi-recessed Cabinet Fire Extinguisher per new layout	LS	1
	Doors & Windows		
20.	Install existing wood doors and existing wood vision-lite doors with timely frame in new locations per new layout	LS	1
21.	Install (8) 1'6"x4'0" existing sidelight windows in new location per new layout	LS	1
22.	New (8) 4'x4' service window per window schedule, window centered with a wall (typ) per new layout (inside each interview	LS	1

	room)		
23.	New (10) SC Wood door 3'x6'8" with metal frame per door schedule at construction plans	LS	1
24.	New (2) 4'10"x4'0" window per window schedule, temp. 3/8" glass location per new layout.	LS	1
	Finish Wood Carpentry and Millwork		
25.	New 18" W x 30" Max H – Accessible countertop in plastic laminated material with write surfaces (typ) per new layout (inside each interview room)	LS	1
	Fire Sprinklers		
26.	Fire sprinkler subcontractor / rework or relocate Fire System Sprinkler heads per new layout.	LS	1
	Acoustic Ceiling System		
27.	Install new suspended ceiling T-Bar grid system per plans	LS	1
28.	Install new Lay-In Ceiling Tiles per plans	LS	1
	Flooring		
29.	New Flooring / VCT-Vinyl Floor Tiles / Commercial Grade per plans	LS	1
30.	New 4" Rubber Cove Base per plans	LS	1
	Electrical		
31.	New electrical wall outlet -110V mounted 15"A.F.F. (new 30Qty). -Electric wire per plan	LS	1
32.	New Light Switch w/motion sensor (16Qty).	LS	1
33.	Emergency Light with exit sign (2Qty). per plans	LS	1
34.	New Two CAT6 Phone/Data location / data outlet box mounted 15" A.F.F. (new 10 Qty) per plans	LS	1
35.	New 2x4 Recessed Center Basket LED Troffer Lamp (22 Qty) per plans	LS	1
	HVAC		
36.	Furnish and Install (N) supply air diffusers per plans	LS	1
37.	Furnish and Install (N) return air diffusers per plans	LS	1
38.	Furnish and Install (N) ductwork and insulation per plans.	LS	1
39.	Furnish and Install return air canopies per plan	LS	1
40.	Test and balance reporting	LS	1
	Paint		
41.	Interior Paint: -New and existing walls. -New or existing drywall ceilings. -Existing and new doors.	LS	1
	Time and Material Allocation		
42.	Time and Materials Allocation	LS	1

Nothing in this section shall preclude the prequalification of subcontractors.

COUNTY hereby affirms and notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated on the grounds of race, sex, color, or national origin in consideration for an award.

Pursuant to section 1773 of the Labor Code, the general prevailing rate of wages in

the County in which the work is to be done has been determined by the Director of the California Department of Industrial Relations and are on file and available from the Clerk of the Board of Supervisors located at the County Administration Center, 940 Main Street, El Centro, CA 92243.

The Director of Industrial Relations has determined the general prevailing rate of per diem wages in the locality in which this work is to be performed for each craft or type of worker needed to execute the contract which will be awarded to the successful bidder.

Use the following internet access URL:
[Director's General Prevailing Wage Determinations \(ca.gov\)](#)

It shall be mandatory upon the Contractor to whom the contract is awarded, and upon any subcontractor under it, to pay not less than the said specified rates to all workers employed by them in the execution of the contract. No bidder may withdraw their bid for a period of ninety (90) days after the date set for the opening of bids.

Bidders are advised that they may elect to substitute securities for any retention of funds by the County to ensure performance under the Contract. At the request and expense of Bidder, securities equivalent to the amount retained shall be deposited with the County, or with a state or federally chartered bank in this state as the escrow agent, who shall then return the securities to Bidder once the Project has been completed.

Alternatively, the Bidder may request, and the County shall make payment of retentions earned directly to the escrow agent at the expense of the Bidder. The Bidder, at its sole cost and expense, may direct the investment of the payments into securities, and the Bidder shall receive the interest earned on the investments. Once the Project has been completed, the Bidder shall receive from the escrow agent all securities, interest and payments received by the escrow agent from the County.

Securities eligible for investment include those listed in Cal Gov Code § 16430, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the County and the Bidder. The Bidder shall be the beneficial owner of any securities substituted for retained funds and shall receive any interest thereon.

Substitution of securities shall be conducted through an Escrow Agreement substantially similar to that found in Cal Pub Contract Code § 22300(f).

PLEASE NOTE: Substitution of securities is prohibited where funding for the Project, in whole or in part, will be provided by the Farmers Home Administration of the United States Department of Agriculture pursuant to the Consolidated Farm and Rural Development Act (7 U.S.C. Sec 1921 et seq.) or where otherwise disallowed by federal law.

Cynthia Medina
Clerk of the Board of Supervisors

Date

Approved for Construction

John A Gay, P. E.
Director of Public Works

Date

VICINITY MAP



PROJECT SITE



IMPERIAL COUNTY
PUBLIC WORKS
DEPARTMENT
EL CENTRO, CA

**I.C. Department of Social Services
New Interview Rooms, Project Located at
2995 S. 4th Street, Suite 105,
El Centro Ca 92243**

County Project No. SR7117SS

LOCATION MAP



IMPERIAL COUNTY
PUBLIC WORKS
DEPARTMENT
EL CENTRO, CA

**I.C. Department of Social Services
New Interview Rooms, Project Located at
2995 S. 4th Street, Suite 105,
El Centro Ca 92243**

County Project No. SR7117SS

INFORMATION FOR BIDDERS

1. Preparation of Bid Form. COUNTY invites bids on the form attached to be submitted at such time and place as is stated in the form *Notice to Contractors Calling for Bids*. All blanks in the bid form must be appropriately completed, and all prices must be stated in both words and figures. All bids must be submitted in sealed envelopes bearing on the outside the name of the bidder, the bidder's address, and the name of the project for which the bid is submitted. It is the sole responsibility of the bidder to see that the bid is received by COUNTY prior to the date and time specified for opening bids. Any bid received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.
2. Bid Security. Each bid shall be accompanied by a certified or cashier's check payable to COUNTY or a satisfactory bid bond in favor of COUNTY executed by the bidder as principal and a satisfactory surety company as surety, in an amount not less than ten percent (10%) of the maximum amount of the bid. The check or bid bond shall be given as guarantee that the bidder shall execute the contract if it be awarded to it in conformity with the contract documents and shall provide the surety bond or bonds as specified therein within ten (10) days after notification of the award of the contract to the bidder.
3. Signature. The bid must be signed in the name of the bidder and must bear the signature in longhand of the person or persons duly authorized to sign the bid.
4. Modifications. Changes in or additions to the bid form, recapitulations of the work bid upon, alternative proposals, or any other modification of the bid form which is not specifically called for in the contract documents may result in COUNTY's rejection of the bid as not being responsive to the invitation to bid. No oral or telephonic modification may be considered.

Any proposed modifications of a bidder's bid must be in writing and received by COUNTY prior to the date and time specified for opening bids.
5. Erasures. The bid submitted must not contain any erasures, interlineations, or other corrections unless each such correction is suitably authenticated by affixing in the margin immediately opposite the correction and the surname, or surnames of the person or persons signing the bid.
6. Examination of Site and Contract Documents. Each bidder shall visit the site of the proposed work and fully acquaint itself with the conditions relating to the construction and labor so that it may fully understand the facilities, difficulties and restrictions attending the execution of the work under the contract. Bidders shall thoroughly examine and be familiar with the drawings and specifications. The failure or omission of any bidder to receive or examine any Contract Documents (which include this IFB, the General Conditions, and the Sample Agreement, the General Notes, and the Construction Drawings), form, instrument, addendum or other document, or to visit the site and acquaint itself with conditions there existing, shall in no way relieve any bidder from obligations with respect to its bid or to the contract. The submission of a bid shall be taken as *prima facie* evidence of compliance with

this section.

7. Withdrawal of Bids. Any bidder may withdraw its bid either personally, by written request, or by telegraphic request confirmed in the manner specified above at any time prior to the scheduled closing time for receipt of bids.
8. Relief from Mistake in Bid. The attention of bidders is called to Public Contracts Code sections 5100 to 5104, particularly the requirements of section 5103 which requires that grounds for relief from a mistaken bid require written notice to the public entity within five (5) working days after the opening of the bids of mistake and such notice shall detail how the mistake occurred. Please note that a bidder shall not be relieved of its bid unless the elements of Public Contract Code section 5103 are met and the written consent of COUNTY is obtained and/or by order of a court of competent jurisdiction.
9. Agreements and Bonds. The agreement form which the successful bidder, as Contractor, will be required to execute, and the forms and amounts of the surety bonds which it will be required to furnish at the time of execution of the agreements, are included in the contract documents and should be carefully examined by the bidder. The required number of executed copies of the *Agreement*, the *Performance Bond*, and the *Payment Bond* for County Projects is as specified in the *Special Conditions*.
10. Interpretation of Plans and Documents. If any person contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the drawings, specifications or other contract documents, or finds discrepancies in or omissions from the drawings and specifications, he or she shall submit to COUNTY a written request for an interpretation or correction thereof no less than ten (10) days prior to the bid opening. The person submitting the request will be responsible for its prompt delivery. Any interpretations or correction of the contract documents will be made only by addendum duly issued, and a copy of such addendum will be mailed or delivered to each person receiving a set of the contract documents. No oral interpretation of any provision in the contract documents will be made to any bidder. The interpretation of Plans and documents upon bid award shall be addressed in accordance with Article 2 of the "General Conditions."
11. Bidders Interested in More Than One Bid. No person, firm, or corporation shall be allowed to make, or file, or be interested in more than one bid for the same work unless alternate bids are specifically called for. A person, firm, or corporation that has submitted a sub-proposal to a bidder, or that has quoted prices of materials to a bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other bidders or make a prime proposal.
12. Award of Contract. COUNTY reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding. The award of the contract, if made by COUNTY, will be to the lowest responsible bidder therefore. Award of the contract may be on **December 2025** (tentative), and an Agreement shall be presented to the successful bidder at that time. Successful bidder shall then have ten (10) days to execute the Agreement and provide all payment and

performance bonds required for this project. Please note that a posted tabulation may be a preliminary tabulation which has not been reviewed for responsiveness and responsibility. It is possible that the lowest bidder will not be awarded the contract because of non-responsiveness or non-responsibility.

13. Alternates. If alternate bids are called for, the contract may be awarded at the election of the governing board to the lowest responsible bidder on the base bid, or on the base bid and any alternate or combination of alternates.
14. Bidder Contact Information. The bidder shall submit complete name, address and phone listings, (including fax), and contact person at bidder's company, provide a complete list of all personnel, subcontractors, and other agencies that will be assigned to this project and the responsibility that each will have.
15. Listing Subcontractors. Each bidder shall submit with its sealed bid a list of the proposed subcontractors on this project as required by the Subletting and Subcontracting Fair Practices Act (Pub. Cont. Code, § 4100, et seq.). Forms for this purpose are furnished with the contract documents.
16. Workers Compensation and Prevailing Wage Compliance.
 - 16.1. Workers Compensation. In accordance with the provisions of Labor Code section 3700 *et. seq.* Contractor shall secure the payment of compensation to its employees. Contractor shall sign and file with COUNTY the following certificates prior to performing the work under this contract: "I am aware of the provisions of section 3700 of Labor Code which require every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract." The form of such certificate is included as a part of the contract documents.
 - 16.2. Prevailing Wage Compliance. Contractor and its subcontractors shall pay all workers employed on the Project the rates determined by the Director of the California Department of Industrial Relations (DIR) or when applicable, the Davis-Bacon Federal wage rates as supplemented by the Department of Labor regulations. See Article 17 of the General Conditions.
 - 16.3. For those Projects subject to Department of Industrial Relations (DIR) Monitoring and Enforcement, be advised that the Contractor is responsible for submitting certified payroll records directly to the State Compliance Monitoring Unit (CMU). CMU is a new component within the State Division of Labor Standards Enforcement (DLSE) that was created to monitor and enforce prevailing wage requirements on public works projects that receive state bond funding and on other projects that are legally required to use the CMU. The CMU began operations on January 1, 2012, following the recent adoption of AB 436 and approval of revisions to program regulations. By actively monitoring compliance on an ongoing basis while work is being performed, the CMU will play a special role in ensuring that public works construction workers are promptly paid the proper prevailing wage rates and

in helping maintain a level playing field for contractors who comply with the law.

Effective Date and Applicability: The laws and regulations that govern the new program are effective January 1, 2012. Only projects for which the public works contract is awarded on or after January 1, 2012 are subject to the CMU requirements. For further information concerning compliance monitoring please visit the website located at: <https://www.dir.ca.gov/Public-Works/publicworks.html>.

17. Substitution of Security. Contractors may substitute securities in place of retained funds withheld by COUNTY in accordance with the provisions of Cal. Pub. Contract Code Section 22300.
18. Contractor's Pre-Bid Conference.
 - 18.1. A Pre-Bid Conference will be held on the following date: **October 29, 2025, at 9:00am** at:

**I.C. DEPARTMENT OF SOCIAL SERVICES
NEW INTERVIEW ROOMS PROJECT
LOCATED AT 9995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243
COUNTY PROJECT NO. SR7117SS**

Contact Person:

Raul Carrasco, Senior CIP Project Technician

Telephone: (442) 265-1818 / raulcarrasco@co.imperial.ca.us

Or

Marcelo Cortes, Senior Construction Program Project Technician

Telephone: (442) 265-1861 / marcelocortes@co.imperial.ca.us

- 18.2. Attendance at the Pre-Bid Conference and Walkthrough is **NON-MANDATORY BUT STRONGLY RECOMENDED.**
- 18.3. Before submitting a bid, ALL BIDDERS are required to examine the project site and fully inform themselves as to all existing site conditions and limitations. The bid proposal shall include the cost of all items necessary for the construction of the Project. Bidder shall not receive any additional compensation for costs resulting from conditions that Bidder could have discovered with due diligence prior to submitting a bid.
- 18.4. In accordance with Paragraph 10 of the Information for Bidders, any questions to be presented at the Pre-Bid Conference must be in writing and received by COUNTY from General Contractor or subcontractor submitting a Bid on or before **November 4, 2025, at 4:00pm** in the Public Works office located at 155 South Eleventh Street, El Centro, California, 92243.

19. Calendar of Events.

EVENT	DATE
1. Bid packages available	<u>October 15, 2025</u>
2. <u>NON-MANDATORY</u> Pre-Bid Conference and Facility Walkthrough	<u>October 29, 2025, at 9:00am</u>
3. Return of Written Plans, Document Questions, and Substitution Requests. <u>Please be advised that Substitution Requests submitted after the due date may render this bid unresponsive.</u>	<u>November 4, 2025, at 4:00pm</u>
4. Bid package, inclusive of completed bid forms, and bid bond required to be submitted hereunder must be received by COUNTY on or before at: Clerk of the Board 940 Main Street, Suite 209 El Centro, CA 92243 Phone: (760) 482- 4220	<u>November 14, 2025, at 2:00pm</u>
5. Bid Opening in Board Chambers	<u>November 14, 2025, at 2:30pm</u>
6. Board of Supervisors review and consideration of award on approximately	<u>December 2025 (tentative)</u>
7. Execution of Contract	<u>January 2026 (tentative)</u>
8. Commencement of construction on or before	<u>February 2026 (tentative)</u>
9. Completion of construction on	<u>May 2026 (Tentative)</u>

BID FORM

TO: Acting by and through its Board of Supervisors, hereinafter called COUNTY.

1. Pursuant to and in compliance with your *IFB, Notice to Contractors Calling for Bids* and the other documents relating thereto, the undersigned bidder, having familiarized itself with the terms of the contract, the local conditions affecting the performance of the contract, and the cost of the work at the place where the work is to be done, and with the drawings and specifications and other contract documents, hereby proposes and agrees to perform, within the time stipulated by the contract, including all of its component parts and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, expendable equipment and all utility and transportation services necessary to perform the contract and complete it in a workmanlike manner, all of the work required in connection with the

**I.C. DEPARTMENT OF SOCIAL SERVICES
NEW INTERVIEW ROOM PROJECT
PROJECT LOCATED AT 9995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243
COUNTY PROJECT NO. SR7117SS**

All in strict conformity with the drawings and specifications and other contract documents, including addenda nos., _____, _____, _____, and _____, on file at the office of Public Works Facilities Management, for the total sum of _____ Dollars (\$_____), hereinafter called the *Base Bid Price*.

Warning - If an addendum or addenda have been issued by the Department and not noted above as being received by the bidder, this proposal may be rejected.

COUNTY reserves the right to make award or any combination of base bid process plus deductive bid items as COUNTY determines to be in its best interest.

**ENGINEER'S OPINION OF PROBABLE QUANTITY
BASE BID**

AL = Allowance CF = Cubic Feet CY = Cubic Yard EA = Each LB = Pounds
LF = Linear Foot LS = Lump Sump SF = Square Feet TON = (2,000 lbs)

ITEM No.	ITEM DESCRIPTION	UNIT	EST. QTY.	UNIT PRICE	TOTAL
1.	Mobilization/ Demobilization, Insurance, Bonds, Taxes, and Similar expenses.	LS	1		
2.	Waste Management Plan (WMP)	LS	1		
	Construction Facilities				
3.	Temporary scaffolding and safety equipment	LS	1		
4.	Temporary barriers and protection of existing finishes	LS	1		

	Demolition				
5.	Demolition interior partition walls as required for new layout	LS	1		
6.	Remove and relocate the existing Semi-Recessed Cabinet Fire Extinguisher per new layout.	LS	1		
7.	Existing sidelight windows to <u>be removed and relocated</u> per new layout	LS	1		
8.	Existing S.C. Wood vision-lite door with timely frame to <u>be removed and relocated</u> per new layout	LS	1		
9.	Demolition of all floors finishes throughout effected area	LS	1		
10.	Demolition of all counters/millwork throughout effected area	LS	1		
11.	Demolition of T-Bar ceiling system and acoustic ceiling tiles throughout effected area	LS	1		
12.	Demolition of existing light fixtures throughout effected area	LS	1		
13.	Existing doors and windows to be removed for new layout	LS	1		
14.	Demolition of existing walls / new wall opening per new layout	LS	1		
	Concrete				
15.	Patch back concrete at UG plumbing and electrical	LS	1		
	Metal				
16.	Frame 3 5/8" 20GA metal stud wall @ 16" O.C., Non-Rated with R-13 Insulation & Sound board, (height varies from 8'-6" to 10'-6", see New reflected ceiling plan for reference).	LS	1		
17.	Frame 3 5/8" 20GA metal stud wall @ 16" O.C., non-rated (height 8'-6", see New reflected ceiling plan for reference).	LS	1		
18.	Fill-in wall opening (existing door opening) to match existing conditions, per new layout using frame 3 5/8" 20GA metal stud wall @ 16" O.C. Non-Rated with R-13 insulation & Sound board	LS	1		
19.	Install (2) Semi-recessed Cabinet Fire Extinguisher per new layout	LS	1		
	Doors & Windows				
20.	Install existing wood doors and existing wood vision-lite doors with	LS	1		

	timely frame in new locations per new layout light (1Qty).				
21.	Install (8) 1'6"x4'0" existing sidelight windows in new location per new layout	LS	1		
22.	New (8) 4'x4' service window per window schedule, window centered with a wall (typ) per new layout (inside each interview room)	LS	1		
23.	New (10) SC Wood door 3'x6'8" with metal frame per door schedule at construction plans	LS	1		
24.	New (2) 4'10"x4'0" window per window schedule, temp. 3/8" glass location per new layout.	LS	1		
	Finish Wood Carpentry and Millwork				
25.	New 18" W x 30" Max H – Accessible countertop in plastic laminated material with write surfaces (typ) per new layout (inside each interview room)	LS	1		
	Fire Sprinklers				
26.	Fire sprinkler subcontractor / rework or relocate Fire System Sprinkler heads per new layout.	LS	1		
	Acoustic Ceiling System				
27.	Install new suspended ceiling T-Bar grid system per plans	LS	1		
28.	Install new Lay-In Ceiling Tiles per plans	LS	1		
	Flooring				
29.	New Flooring / VCT-Vinyl Floor Tiles / Commercial Grade per plans	LS	1		
30.	New 4" Rubber Cove Base per plans	LS	1		
	Electrical				
31.	New electrical wall outlet -110V mounted 15"A.F.F. (new 30Qty). - Electric wire per plan	LS	1		
32.	New Light Switch w/motion sensor (16Qty).	LS	1		
33.	Emergency Light with exit sign (2Qty). per plans	LS	1		
34.	New Two CAT6 Phone/Data location / data outlet box mounted 15" A.F.F. (new 10 Qty) per plans	LS	1		
35.	New 2x4 Recessed Center Basket LED Troffer Lamp (22 Qty) per plans	LS	1		

	HVAC				
36.	Furnish and Install (N) supply air diffusers per plans	LS	1		
37.	Furnish and Install (N) return air diffusers per plans	LS	1		
38.	Furnish and Install (N) ductwork and insulation per plans	LS	1		
39.	Furnish and Install return air canopies per plan	LS	1		
40.	Test and balance reporting	LS	1		
	Paint				
41.	Interior Paint: -New and existing walls. -New or existing drywall ceilings. -Existing and new doors.	LS	1		
	Time and Material Allocation				
42.	Time and Materials Allocation	LS	1	\$29,600.00	\$29,600.00

TOTAL BASE BID: \$ _____

Note: The amount entered as the "Total Base Bid" should be identical to the Base Bid amount entered in Section 1 of the Bid Proposal form.

Warning - If an addendum or addenda have been issued by the Department and not noted above as being received by the bidder, this proposal may be rejected.

COUNTY reserves the right to make award or any combination of base bid process plus deductive bid items as COUNTY determines to be in its best interest.

2. It is understood that COUNTY reserves the right to reject this bid and that this bid shall remain open and not be withdrawn for the period specified in the Notice to Contractors Calling for Bids.

3. The required bid security is hereto attached.

4. The required list of proposed subcontractors is attached hereto.

5. It is understood and agreed that if written notice of the acceptance of this bid is emailed, mailed or delivered to the undersigned after the opening of the bid, and within the time this bid is required to remain open, or at any time thereafter before this bid is withdrawn, the undersigned will execute and deliver to COUNTY a contract in the form attached hereto in accordance with the bid as accepted, and that it will also furnish and deliver to COUNTY the Performance Bond and Payment Bond for the Public Works as specified, all within ten (10) days after receipt of notification of award, and that the work under the contract shall be commenced by the undersigned bidder, if awarded the Contractor, on the date to be stated in COUNTY's Notice to Contractors to Proceed, and shall be completed by the Contractor in the time specified in the contract documents.

6. Notice of acceptance or requests for additional information should be addressed to

the undersigned at the address identified in Paragraph 8 below.

7. Print/type the names of all persons interested in the foregoing proposal as principals in the space provided below:

(IMPORTANT NOTICE: If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a co-partnership, state true name of firm, also names of all individual co-partners composing firm; if bidder or other interested person is an individual, state first and last names in full.)

8. Licensed in accordance with act providing for the registration of Contractors:

Company Name: _____

Company Address: _____

Contact Name: _____

Contact Email #: _____

Phone #: _____

License #: _____ Expiration Date: _____

Classification (s): _____

DIR Registration #: _____ Expiration Date: _____

Gross Annual Receipts for the Firm: _____

Years in Business: _____

Age of Firm: _____

9. The undersigned certifies that he/she is now licensed in the appropriate trade in accordance with the provisions of the Contractor's License Law of the State of California, and the number of said license is _____ and that said license expires _____, 20____.

10. By my signature on this proposal I certify, under penalty or perjury under the laws of the State of California, that the foregoing questionnaire and statements of Public Contract Code sections 10162, 10232 and 10285.1 are true and correct and that the bidder has complied with the requirements of section 8103 of the Fair Employment and Housing Commission Regulations (Chapter 5, Title 2 of the California Administrative Code). By my signature on this proposal I further certify, under penalty or perjury under the laws of the State of California and the United States of America, that the Non-collusion Affidavit required by Title 23 United States Code, section 112 and Public Contract Code section 7106; and the Title 49 Code of Federal Regulations, Part 29 Debarment and Suspension Certification are true and correct.

Date: _____ By: _____
Proper Name of Bidder

(Signature of bidder)

(Print/type signator's name)

(Print/type title)

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above, together with the signatures of authorized officers or agents, and the document shall bear the corporate seal; if bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership; and if bidder is an individual, his/her signature shall be placed above.

Business Address: _____
Place of Residence: _____

Telephone: _____
Fax Number: _____

**NON-COLLUSION AFFIDAVIT TO BE EXECUTED
BY BIDDER AND SUBMITTED WITH BID**

State of California

County of Imperial

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

Signature

DESIGNATION OF SUBCONTRACTORS

In compliance with the Subletting and Subcontracting Fair Practices Act (Ch. 4 (commencing at section 4100), Div. 2, part 1 of the Cal. Pub. Cont. Code) and any amendments thereof, each bidder shall set forth below:

(a) (1) The name, the location of the place of business, the California contractor license number, and public works contractor registration number issued pursuant to Section 1725.5 of the Labor Code of each subcontractor who will perform work or labor or render service to the prime contractor in or about the construction of the work or improvement, or a subcontractor licensed by the State of California who, under subcontract to the prime contractor, specially fabricates and installs a portion of the work or improvement according to detailed drawings contained in the plans and specifications, in an amount in excess of one-half of 1 percent of the prime contractor's total bid or, in the case of bids or offers for the construction of streets or highways, including bridges, in excess of one-half of 1 percent of the prime contractor's total bid or ten thousand dollars (\$10,000), whichever is greater.

(b) the portion of the work which will be done by each subcontractor under this act. The prime Contractor shall list only one subcontractor for each such portion as is defined by the prime Contractor in this bid.

If a prime contractor fails to specify a subcontractor or if a prime contractor specifies more than one subcontractor for the same portion of work to be performed under the contract in excess of one-half of 1 percent of the prime contractor's total bid, the prime contractor agrees that he or she is fully qualified to perform that portion himself or herself, and that the prime contractor shall perform that portion itself.

No prime Contractor whose bid is accepted shall (a) substitute any subcontractor, (b) permit any subcontractor to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original bid, or (c) sublet or subcontract any portion of the work in excess of one-half of one percent (1/2%) of 1 percent of the prime Contractor's total bid as to which his original bid did not designate a subcontractor, except as authorized in *Subletting and Subcontracting Fair Practices Act*.

Subletting or subcontracting of any portion of the work in excess of one-half of one percent (1/2%) of 1 percent of the prime Contractor's total bid as to which no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the authority awarding this contract setting forth the facts constituting the emergency or necessity.

If all work is to be done without subcontractors, write "None" in the following space:

SUBCONTRACTOR LIST					
For each Subcontractor that will perform a portion of the Work in an amount in excess of one-half of 1% of the Bidder's total contract Price, the bidder must list a description of the Work, the name of the Subcontractor, its California contractor license number, the location of its place of business, its DIR registration number, and the portion of the Work that the Subcontractor is performing based on a percentage of the Base Bid price.					
TYPE OF WORK SUBCONTRACTOR WILL DO	NAME UNDER WHICH SUBCONTRACTOR	CALIFORNIA CONTRACTOR LICENSE NO.	ADDRESS	DIR REG. NO.	PERCENTAGE OF WORK

SUPPLIERS

NAME OF SUPPLIER	ADDRESS & TELEPHONE No.	TYPE OF MATERIAL

(Proper Name of Bidder)

By: _____

(Signature of bidder)

(Print/type signator's name)

(Print/type title)

PUBLIC CONTRACT CODE SECTION 10162 QUESTIONNAIRE

In accordance with Public Contract Code section 10162, the Bidder shall complete, under penalty of perjury, the following questionnaire:

Has the bidder, any officer of the bidder, or any employee of the bidder who has a proprietary interest in the bidder, ever been disqualified, removed or otherwise prevented from bidding on, or completing a federal, state or local government project because of a violation of law or a safety regulation?

Yes _____ No _____

If the answer is yes, explain the circumstances in the following space.

PUBLIC CONTRACT SECTION 10232 STATEMENT

In accordance with Public Contract Code section 10232, the Contractor hereby states, under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board.

TITLE 23, UNITED STATES CODE, SECTION 112 NON-COLLUSION AFFIDAVIT

In accordance with Title 23, United States Code, section 112, the bidder hereby states under penalty of perjury, that he has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

Note: The above Statement questionnaire, and Non-Collusion Affidavit are part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute Signature of this Statement, Questionnaire, and Non-Collusion Affidavit.

Bidders are cautioned that making a false certification may subject the certifier to criminal prosecution.

PUBLIC CONTRACT CODE SECTION 10285.1 STATEMENT

In accordance with Public Contract Code section 10285.1 (Chapter 376, Stat. 1985), the bidder hereby declares under penalty of perjury under the laws of the State of California that the bidder has _____, has not _____ been convicted within the preceding three (3) years of any offenses referred to in that section, including any charge of fraud, bribery, collusion, conspiracy, or any other act in violation of any state or federal antitrust law in connection with the bidding upon, award of, or performance of, any public works contract, as defined in Public Contract Code section 1101, with any public entity, as defined in Public Contract Code section 1100, including the Regents of the University of California or the Trustees of

the California State University. The term “bidder” is understood to include any partner, member, officer, director, responsible managing officer, or responsible managing employee thereof, as referred to in section 10285.1

NOTE: THE BIDDER MUST PLACE A CHECK MARK AFTER “HAS” or “HAS NOT” IN ONE OF THE BLANK SPACES PROVIDED ABOVE.

THE ABOVE STATEMENT IS PART OF THE PROPOSAL. SIGNING THIS PROPOSAL ON THE SIGNATURE PORTION THEREOF SHALL ALSO CONSTITUTE SIGNATURE OF THIS STATEMENT.

BIDDERS ARE CAUTIONED THAT MAKING A FALSE CERTIFICATION MAY SUBJECT THE CERTIFIER TO CRIMINAL PROSECUTION.

(Proper Name of Bidder)

By: _____
(Signature of bidder)

(Print/type signator’s name)

(Print/type title)

CONTRACTOR'S CERTIFICATE REGARDING WORKERS COMPENSATION

Labor Code section 3700 in relevant part provides:

"Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations a *Certificate of Consent to Self-Insure*, either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to be self-insured and to pay any compensation that may become due to his or her employees."

I am aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this contract.

(Proper Name of Bidder)

By: _____
(Signature of bidder)

(Print/type signator's name)

(Print/type title)

(In accordance with Article 5 (commencing at section 1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____ as Principal, and _____ as Surety, are held and firmly bound unto the _____ County, hereinafter called COUNTY, in the penal sum of TEN PERCENT (10%) OF THE TOTAL AMOUNT OF THE BID of the Principal submitted to COUNTY for the work described below for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying bid dated _____, 20____, for

**I.C. DEPARTMENT OF SOCIAL SERVICES
NEW INTERVIEW ROOMS PROJECT
LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243**

COUNTY PROJECT NO. SR7117SS

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or, if no period be specified, within ninety (90) days after said opening, and if the Principal is awarded the contract, and shall within the period specified therefore, or, if no period be specified, within five (5) days after the prescribed forms are presented to it for signature, enter into the written contract with COUNTY in accordance with the bid as accepted and give bond with good and sufficient surety or sureties, as may be required, for the faithful performance and proper fulfillment of such contract and for the payment for labor and materials used for the performance of the contract, or in the event of the withdrawal of said bid within the period specified or the failure to enter into such contract and give such bonds within the time specified, if the Principal shall pay COUNTY the difference between the amount specified in said bid and the amount for which COUNTY may procure the required work and/or supplies, if the latter amount be in excess of the former; together with all costs incurred by COUNTY in again calling for bids, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alterations or addition to the terms of the contract on the call for bids, or to the work to be performed thereunder, or the specifications accompanying the same, shall in anywise affect its obligation under this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of said contract or the call for bids, or to the work, or to the specifications.

In the event suit is brought upon this bond by COUNTY and judgment is recovered, Surety shall pay all costs incurred by COUNTY in such suit, including reasonable attorneys' fees to be fixed by the Court.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this _____ day of _____, 20____, the name and corporate seal of each corporate party being hereto affixed, and these presents

duly signed by its undersigned representative, pursuant to authority of its governing body.

(Corporate Seal)

(Proper Name of Principal)

By: _____
(Signature)

(Print/type signator's name)

(Print/type title)

(Corporate Seal)

(Proper Name of Surety)

By: _____
(Signature)

(Print/type signator's name)

(Print/type title)

(Attached Attorney-In-Fact Certificate)

PERFORMANCE BOND

Whereas, The Board of Supervisors of the County of Imperial, State of California, and _____, (hereinafter designated as "principal") have entered into an agreement whereby principal agrees to install and complete certain designated public improvements, which said agreement, dated _____, 20____, and identified as project **I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS PROJECT LOCATED AT 2995 S. 4TH STREET, EL CENTRO, CA 92243** **COUNTY PROJECT NO. SR7117SS** is hereby referred to and made a part hereof; and

Whereas, said principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

Now, therefore, we, the principal and _____ (hereinafter designated as "surety"), are held and firmly bound unto the County of Imperial (hereinafter designated as "County") in the penal sum of _____ dollars (\$_____) lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above-bounded principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the said agreement and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless County, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by County in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

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

In witness whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20_____.

Principal

By: _____

Surety

By: _____

[Attach Required Acknowledgment]

Attorney-In-Fact

PAYMENT BOND

Whereas, The Board of Supervisors of the County of Imperial, State of California, and _____ hereinafter designated as "the principal") have entered into an agreement whereby the principal agrees to install and complete certain designated public improvements, which agreement, dated _____, 20____, and identified as project **I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243 COUNTY PROJECT NO. SR7117SS** is hereby referred to and made a part hereof; and

Whereas, Under the terms of the agreement, the principal is required before entering upon the performance of the work, to file a good and sufficient payment bond with the County of Imperial to secure the claims to which reference is made in Title 3 (commencing with section 9000) of Part 6 of Division 4 of the Civil Code.

Now, therefore, the principal and the undersigned as corporate surety, are held firmly bound unto the County of Imperial and all contractors, subcontractors, laborers, material suppliers, and other persons employed in the performance of the agreement and referred to in Title 3 (commencing with section 9000) of Part 6 of Division 4 of the Civil Code in the sum of _____ dollars (\$_____), for materials furnished or labor thereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to this work or labor, that the surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorneys' fees, incurred by the County of Imperial in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 3 (commencing with section 9000) of Part 6 of Division 4 of the Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

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

In witness whereof, this instrument has been duly executed by the principal and surety above named, on _____, 20_____.

Principal

By: _____

Surety

By: _____

[Attach Required Acknowledgment]

Attorney-In-Fact

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GENERAL CONDITIONS

Article 1. DEFINITIONS

- (a) COUNTY and Contractor are those mentioned as such in the Agreement. They are treated throughout the Agreement as if they are of singular number and neuter gender.
- (b) Subcontractor, as used herein, includes those having direct contract with Contractor and one who furnishes material work to a special design according to plans and specifications of this work, but does not include one who merely furnishes material not so worked.
- (c) Surety is the person, firm, or corporation that executes as surety the *Contractor's Performance Bond* and *Payment Bond for the Public Works*.
- (d) Provide shall include "provide complete in place," that is, "furnish and install."
- (e) As Shown, As Indicated, As Detailed, refer to drawings accompanying these specifications.
- (f) Work of the Contractor or subcontractor includes labor or materials, or both.

Article 2. DRAWINGS AND SPECIFICATIONS

Contract Documents are complementary, and what is called for by one shall be as binding as if called for by all. The intention of documents is to include all labor and materials, equipment, and transportation necessary for the proper execution of work. Materials or work described in words which so apply have a well-known technical or trade meaning, and shall be deemed to refer to such recognized standards.

Interpretations. Figured dimensions on drawings shall govern, but work not dimensioned shall be as directed. Work not particularly shown or specified shall be the same as similar parts that are shown or specified. Large-scale details shall take precedence over smaller scaled drawings as to shape and details of construction. Specifications shall govern as to materials, workmanship, and installation procedures. Drawings and specifications are intended to be fully cooperative and to agree. However, if Contractor observes that drawings and specifications are in conflict, it shall promptly notify the Architect in writing, and any necessary changes shall be adjusted as provided in the contract for changes in work.

Misunderstanding of drawings and specifications shall be clarified by the Architect, whose decision shall be final.

Standards, Rules, and Regulations referred to are recognized printed standards, and shall be considered as one and a part of these specifications within limits specified.

Article 3. COPIES FURNISHED

Contractor will be furnished, free of charge, copies of drawings and specifications as set forth in *Special Conditions*. Additional copies may be obtained at cost of reproduction.

Article 4. OWNERSHIP OF DRAWINGS

All drawings, specifications, and copies thereof furnished by COUNTY are its property. They are not to be used on other work, and, with exception of signed contract sets, are to be returned to COUNTY on request at completion of work.

Article 5. DETAIL DRAWINGS AND INSTRUCTIONS

- (a) In case of ambiguity, conflict, or lack of information, Architect/Engineer shall furnish with reasonable promptness additional instructions, by means of drawings or otherwise, necessary for proper execution of work. All such drawings and instructions shall be consistent with contract documents, true developments thereof, and reasonably inferable therefrom.
- (b) Work shall be executed in conformity therewith, and Contractor shall do no work without proper drawings and instructions.

Article 6. TIME FOR COMPLETION AND DAMAGES FOR DELAY

The Parties recognize that time is of the essence of the Agreement and that COUNTY will suffer financial loss if the Work is not completed by the date set forth in paragraph 19.9 of the Information to Bidders section of this Agreement. The Parties also recognize the delays, expense and difficulties involved with proving in a legal proceeding the actual loss suffered by COUNTY if the Work is not completed on time. Accordingly, instead of requiring any such proof, the Parties agree that as damages for delay (but not as a penalty), Contractor shall pay COUNTY the sum of **two thousand seven hundred and 00/100 dollars (\$2,700.00)** for each calendar day the Work remains uncompleted after the time specified in this article or any written extension, whichever is later. Contractor agrees that the damages are not manifestly unreasonable under the circumstances and agree that such sum is not intended as a penalty against Contractor.

Article 7. PROGRESS SCHEDULE

Immediately after being awarded contract, Contractor shall prepare an estimated progress schedule (using the Critical Path Method (CPM) through a software program selected by COUNTY but at Contractor's sole expense) and submit the schedule for COUNTY's approval. Schedule shall indicate graphically the beginning and completion dates of all phases of construction. An updated progress schedule shall be submitted to COUNTY on a monthly basis.

Article 8. CONTRACT SECURITY

Unless otherwise specified, Contractor shall furnish a surety bond in an amount equal to one hundred percent (100%) of the contract price as security for faithful performance of this Agreement and shall furnish a separate bond in an amount equal to one hundred percent (100%) of the contract price as security for payment of persons performing labor and furnishing materials in connection with this Agreement. Aforesaid bonds shall be in form set forth in these contract documents. Upon request of Contractor, COUNTY will consider and accept multiple sureties on such bonds. COUNTY may reject at its discretion any bond issued by a surety that to COUNTY's satisfaction does not have a sufficient bond rating or history as a surety in the State of California to assure adequate security to COUNTY for the default of Contractor.

Article 9. ASSIGNMENT

Contractor shall not assign this Agreement or any part thereof without prior written consent of COUNTY. As used here, an assignment shall include any assignment, hypothecation, transfer, sale, or other exchange of interests herein, directly or indirectly, by operation of law or otherwise, without the prior written consent of COUNTY. Any attempt to do so without the COUNTY's consent will be null and void, and any assignee, hypothecate, or transferee acquires no right or interest by reason of such attempted assignment, hypothecation, sale, or transfer. The sale, assignment, transfer, or other disposition of any of the issued and outstanding capital stock of Contractor or of any general partner or joint venturer or syndicate member of Contractor, if a partnership or joint venture or syndicate exists, which results in changing the control of Contractor, will be construed as an assignment of this Agreement. Control means 50% or more of the voting power of the corporation, partnership, joint venture or syndicate.

Any assignment of money due to or to become due under this Agreement shall be subject to a prior lien for services rendered or material supplied for performance of work called for under said contract in favor of all persons, firms, or corporations rendering such services or supplying such materials to the extent that claims are filed pursuant to the Civil Code, the Code of Civil Procedure, Public Contract Code and/or the Government Code.

Article 10. PROHIBITED INTERESTS

Contractor shall immediately notify COUNTY if Contractor becomes aware of any COUNTY official or employee who appears to have any financial interest prohibited by this section.

Contractor shall not cause or allow any COUNTY official or employee to have a prohibited financial interest in the project, as defined below:

No official of COUNTY who is authorized on behalf of COUNTY to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving, any architectural, engineering, inspection, construction, or material supply contract or any subcontract in connection with construction or project shall become directly or indirectly interested financially in this Agreement or in any part thereof. No officer, employee, architect, attorney, engineer, or inspector of or for COUNTY who is authorized on behalf of COUNTY to exercise any executive, supervisory, or other similar functions in connection with construction of project shall become directly or indirectly interested financially in this Agreement or in any part thereof.

Article 11. SEPARATE CONTRACTS

COUNTY reserves the right to let other contracts in connection with this work. Contractor shall afford other Contractors reasonable opportunity for introduction and storage of their materials and execution of their work and shall properly connect and coordinates its work with theirs.

If any part of Contractor's work depends for proper execution or results upon work of any other Contractor, the Contractor shall inspect and promptly report to Architect/Engineer any defects in such work that render it unsuitable for such proper execution and results. Contractor's failure so to inspect and report shall constitute its acceptance of other Contractor's work as fit and proper for reception of Contractor's work, except as to defects

which may develop in other Contractor's work after execution of Contractor's work.

To ensure proper execution of its subsequent work, Contractor shall measure and inspect work already in place, and shall at once report to Architect any discrepancy between executed work and contract documents.

Contractor shall ascertain to its own satisfaction the scope of the project and nature of any other contracts that have been or may be awarded by COUNTY in prosecution of the project to the end that Contractor may perform its contract in the light of such other contracts, if any. Nothing contained herein shall be interpreted as granting to Contractor exclusive occupancy at site of project. Contractor shall not cause any unnecessary hindrance or delay to any other Contractor working on project. If simultaneous execution of any contract for the project is likely to cause interference with performance of some other contract or contracts, COUNTY shall decide which Contractor shall cease work temporarily and which Contractor shall continue or whether work can be coordinated so that Contractors may proceed simultaneously. COUNTY shall not be responsible for any damages suffered or extra costs incurred by Contractor resulting directly or indirectly from award or performance or attempted performance of any other contract or contracts on project, or caused by any decision or omission of COUNTY respecting the order of precedence in performance of contracts.

Article 12. SUBCONTRACTING

- (a) Contractor agrees to bind every subcontractor by terms of the contract as far as such terms are applicable to subcontractor's work. If Contractor shall subcontract any part of this Agreement, Contractor shall be as fully responsible to COUNTY for acts and omissions of Contractor's subcontractor and of persons either directly or indirectly employed by Contractor's subcontractor as it is for acts and omissions of persons directly employed by itself. Nothing contained in the contract documents shall create any contractual relation between any subcontractor and COUNTY.
- (b) COUNTY's consent to or approval of any subcontractor under this Agreement shall not in any way relieve Contractor of its obligations under this Agreement, and no such consent or approval shall be deemed to waive any provision of this Agreement.
- (c) Substitution or addition of subcontractors shall be permitted only as authorized by California Public Contract Code sections 4100, et seq.
- (d) Contractor represents and warrants that it and its subcontractors are not ineligible to work for COUNTY due to violations of Labor Code sections 1777.1 and 1777.7.

Article 13. DEFAULTS & REMEDIES

- (a) Default. In the event that (i) Contractor files a petition requesting relief under any bankruptcy act, or is adjudged as bankrupt, or makes a general assignment for the benefit of creditors or has a receiver appointed on account of its insolvency, or (ii) Contractor refuses or is unable, for whatever reason, to supply enough properly skilled workers or proper materials to complete the Project, or (iii) Contractor fails to follow the directions of COUNTY, or (iv) Contractor fails to make prompt payment to its subcontractors and suppliers for materials or labor supplied or permits any lien to be

imposed upon all or any portion of the Project, or (v) Contractor disregards any laws or orders of any public or private authority having jurisdiction over the Work or the Project, or (vi) Contractor fails to perform in accordance with any of the terms of this Agreement or breaches any provision of this Agreement, COUNTY may give notice of such failure or breach to Contractor, identifying the failure or breach of this Agreement. Should any such failure or breach continue for twenty-four (24) hours after delivery of notice without a good faith effort on the part of Contractor to commence all necessary corrective action, or should such a breach continue despite Contractor's efforts for forty-eight (48) hours, then at that time such failure shall be deemed a default by Contractor under this Agreement and COUNTY shall have all rights and remedies available at law or in equity, including the right to terminate this Agreement. Without limiting its rights and remedies, COUNTY may then proceed as follows:

- (1) Without terminating this Agreement or the obligations of Contractor hereunder as to all of the Work required to be performed or furnished by Contractor pursuant to this Agreement, COUNTY may require Contractor, at Contractor's expense, to cure such default(s) as may exist in the performance of Contractor's obligations hereunder within forty-eight (48) hours after such default(s) has/have occurred including but not limited to repairing, replacing, and correcting material or Work determined by COUNTY to be defective or not complying with the requirements of this Agreement. Should Contractor fail to timely repair, replace, and/or correct non-complying or defective materials and workmanship or otherwise cure its default(s) hereunder, and in the case of emergencies in which case COUNTY may act immediately if Contractor is not available or is not responding, and without further notice, COUNTY may make required repairs, replacements and other corrections or otherwise remedy the default by Contractor pursuant to Paragraph (2) below.
- (2) Without terminating this Agreement or the obligations of Contractor hereunder as to all of the Work required to be performed or furnished by Contractor pursuant to this Agreement, COUNTY may engage another contractor to perform such portion of Contractor's Work required pursuant to this Agreement or furnish any materials or other items required hereunder as COUNTY in its sole discretion may deem necessary to avoid delay in the progress of the Work, and in connection therewith, COUNTY may perform such Work or any portion thereof itself or have the same performed by others and COUNTY may procure all necessary materials, equipment or other items required for the continued progress of such Work. The costs incurred by COUNTY as a result of performing any such portion of the Work or of engaging another Contractor to do so shall be deducted from the compensation payable pursuant to this Agreement and if COUNTY's costs exceed or may reasonably be anticipated to exceed the balance of the compensation due to Contractor for such work, such excess, or anticipated excess, shall be immediately due and owing from Contractor to COUNTY and may be withheld from any funds due to Contractor pursuant to this Agreement or any other agreement.
- (3) COUNTY may terminate Contractor's right to perform upon written notice and COUNTY shall then have the option of completing the Work or any portion

thereof by exercise of its interest under the performance bond issued in favor by Contractor, or having such Work in whole or in part be completed by others for Contractor's account. A calculation shall take place at the conclusion of the Project wherein to the degree the sum of COUNTY's costs and any amounts paid to complete the Project exceed the compensation payable pursuant to this Agreement, then any such excess shall be immediately due and owing from Contractor to COUNTY.

- (b) Damages. Contractor shall be liable for all damages suffered by COUNTY by reason of Contractor's default in any provision of this Agreement and the exercise of COUNTY of its option to terminate this Agreement shall not release Contractor of such liability. Contractor shall have no right to receive any further payment after a default has occurred until such time as the Work to be performed by Contractor pursuant hereto has been completed and accepted by COUNTY and damages suffered by COUNTY, if any, ascertained. Damages shall include by way of illustration, but not of exclusion, COUNTY's costs of completing the Work which exceeds the compensation payable pursuant to this Agreement, other general, liquidated, special or consequential damages, attorney fees, and costs.
- (c) Actions After Default. Should COUNTY exercise any of its options, remedies, or rights granted pursuant to the terms of this Agreement in the event of a default by Contractor, COUNTY at its sole election may, but shall not be obligated to, use any materials, supplies, tools or equipment on the work site which belong to CONTRACTOR to complete the Work required to be completed by Contractor, whether such work is completed by COUNTY or by others, and Contractor agrees that it shall not remove such materials, supplies, tools and equipment from the work site unless directed in writing by COUNTY to do so.
- (d) Limit on Force Majeure Damages. Contractor shall not be responsible for repairing or restoring damage to work caused by an act of God in excess of five (5) percent of the contracted amount, provided that the work damaged is built in accordance with accepted and applicable building standards and the plans and specifications of COUNTY. In the event of such damage, COUNTY may, at its option, elect to terminate this Agreement. For purposes of this Agreement, an "act of God" shall be defined as an earthquake in excess of 3.5 on the Richter scale and a tidal wave.
- (e) No Limitation of Rights. The options and rights granted to COUNTY herein shall not be deemed as limitations upon the other rights and remedies of COUNTY in the event of a failure of performance or breach by Contractor, and COUNTY shall be entitled to exercise the rights and remedies hereinabove specified and all other rights and remedies which may be provided in this Agreement or by law or in equity, either cumulatively or consecutively, and in such order as COUNTY in its sole discretion shall determine.
- (f) Resolution of Claims. COUNTY and Contractor agree to follow and comply with the mediation, arbitration, claim, civil action procedure and trial de novo provisions set forth in California Public Contracts Code §§ 9204 and 20104 – 20104.6.

Article 14. WARRANTIES

- (a) One-Year Warranty. Contractor agrees to provide a one-year warranty for all of its work and component parts and guarantees that all work shall be performed in a professional and workman-like manner and be free from defects. Contractor guarantees to timely correct all work performed by it under this Agreement which COUNTY determines to be defective in design, material, and/or workmanship within a period of one (1) year from the date of the completion of the Work. The warranties set forth in this Agreement shall be in addition to, and not in lieu of, all other statutory and case law warranties and obligations of Contractor. Contractor expressly agrees that all warranties made by Contractor, all obligations under this Agreement and all remedies for breach of such warranties shall survive this Agreement in the event it is terminated or expires for any reason prior to the running of the full warranty periods listed above.
- (b) Materials. All materials furnished by Contractor shall be new, manufactured during the current year, of first quality, and carrying full manufacturer's warranty. Contractor shall be responsible for any expiration of manufacturer or other warranties of material or equipment being supplied for this Agreement. Contractor guarantees that all warranties of material and equipment shall become effective when the project is accepted by COUNTY's Board of Supervisors, not at time of installation by Contractor.
- (c) Manufacturers' Warranty Information. Contractor agrees to promptly provide such information and maintenance recommendations to COUNTY at the inception of Contractor's work to the extent such information is reasonably available. In the event of failure of Contractor to comply with above-mentioned conditions within one (1) week after being notified in writing, COUNTY is hereby authorized to proceed to have defects repaired and made good at expense of Contractor, who hereby agrees to pay costs and charges therefore immediately on demand.

Article 15. NOTICES AND REPORTS

- (a) All notices and reports under this Agreement shall be in writing and must be given by personal delivery or by mailing by certified mail, or overnight mail, addressed as follows:

COUNTY

Imperial County Department of Public Works
Attention: Director
155 South Eleventh Street
El Centro, CA 92243
Email: johngay@co.imperial.ca.us

With Copies to:
Imperial County Executive Office
Attention: County Executive Officer
940 West Main Street, Suite 208
El Centro, CA 92243
Email: kathleenlang@co.imperial.ca.us

and:

CONTRACTOR

Business Name:

Address:

Imperial County Department of Human
Resources and Risk Management
Attention: Director
940 West Main Street, Suite 101
El Centro, CA 92243
Email: BrendaOlivas@co.imperial.ca.us

Email:

In addition to delivery as described above, delivery shall be provided by email, deemed received when acknowledged, to the addressees above.

- (b) Notices and reports under this Agreement may be given by personal delivery or by mailing by certified mail at such other address as either Party may designate in a notice to the other Party given in such manner. Any notice given by mail shall be considered given when deposited in the United States Mail, postage prepaid, addressed as provided herein.

In addition to delivery as described above, delivery shall be provided by email, deemed received when acknowledged, to the addressees above.

Article 16. WORKERS

- (a) Contractor shall at all times enforce strict discipline and good order among its employees, and shall not employ on work any unfit person or anyone not skilled in work assigned to that person. Contractor shall at all times enforce rules and standards regarding Sensitive Information as defined below. Contractor shall not permit workers to touch or otherwise touch, read, review, copy, or access any sensitive or confidential information. Contractor shall be responsible for any worker violating sensitive information standards.
- (b) Any person in the employ of the Contractor whom COUNTY may deem incompetent or unfit shall be dismissed from work, and shall not again be employed on it except with written consent of COUNTY.
- (c) Contractor shall provide COUNTY with a list of all current employees. Contractor shall notify COUNTY of all new employees one week prior to their start date.
- (d) All Contractor's employees shall be required to comply with the work rules established for the project site; and shall be identified while on the premises by picture identification card furnished at his/her expense, indicating their name or number; and by shirt, blouse or smock indicating the company name or logo in print large enough to be easily read. Contractor's employees shall have effective communication skills to perform such tasks and communicate with the COUNTY and its representatives.
- (e) It shall be the responsibility of Contractor to ensure Contractor employees do not access Sensitive Information. COUNTY shall have the right to perform a background check and clearance requirements of all Contractor employees that the COUNTY determines may require access to any area that contains or may provide access to Sensitive Information. Notwithstanding anything in this Agreement to the contrary, the

Contractor and its employees must comply with background check and clearance requirements of the California Department of Justice (DOJ) and the California Department of Motor Vehicles (DMV) relating to any Contractor employee who has physical access to any area which is either connected to, or contains records from, the DOJ criminal computer database, including without limitation, the California Law Enforcement Telecommunications System and the Criminal Offender Record Information, or the DMV computer database (collectively, "the Databases"). If requested by the COUNTY, the Contractor must provide to the COUNTY suitable documentation evidencing the Contractor's compliance with the policies, practices, and procedures of the DOJ and the DMV regarding background check and clearance requirements relating to access to the Databases.

- (f) For purposes of this Article, "Sensitive Information" shall include but not be limited to any personal information or any personal health information ("PHI") of any COUNTY resident, employee, customer, patient or official; any trade secret or proprietary information belonging to the COUNTY or any COUNTY contractor; any information protected by any privilege belonging to the COUNTY, including but not limited to the attorney-client privilege; and any information otherwise labeled as sensitive or confidential.

Article 17. PREVAILING WAGE AND PAYROLL RECORDS

- (a) Contractor and its subcontractors shall pay all workers employed on the Project the higher of either the rates determined by the Director of the California Department of Industrial Relations ("DIR") or, when applicable, the Davis-Bacon Federal wage rates as supplemented by the Department of Labor regulations. The Davis-Bacon Federal wage rates are attached hereto. Copies of the State prevailing rate of per diem wages are on file with the Department of Industrial Relations, Division of Apprenticeship Standards, 445 Golden Gate Avenue, San Francisco, California, and at COUNTY's Department of Public Works, and are available to Contractor and any other interested party upon request. Contractor shall post the prevailing rate of per diem wages at the Project site.
- (b) Contractor is responsible for compliance with the provisions herein.
- (c) Contractor agrees to comply with sections 1775 and 1776 of the California Labor Code relating to the payment of prevailing wage and the maintenance of certified payroll records and to make the certified payroll records available for inspection at all reasonable hours at Contractor's principal office. The responsibility for compliance with these provisions is fixed with Contractor. Contractor understands and agrees that it shall, as a penalty to COUNTY, forfeit specific monetary fines for each worker paid less than the prevailing wage rates as determined by the Labor Commissioner for the work or craft in which the worker is employed for any Work done pursuant to this Agreement.
- (d) For those Public Works Projects that are subject to the (DIR), Division of Labor Standards Enforcement (DLSE) compliance monitoring and enforcement it is the Contractor's responsibility to submit certified payroll records directly to the DLSE's Compliance Monitoring Unit (CMU). Contractor has reviewed and agrees to comply with any applicable provisions for those Projects subject to DIR Monitoring and

Enforcement of prevailing wages. COUNTY hereby notifies Contractor that Contractor is responsible for complying with the requirements of Senate Bill 854 (SB854) regarding certified payroll record reporting. Further information concerning the requirements of SB854 is available on the DIR website located at: <http://www.dir.ca.gov/Public-Works/PublicWorksEnforcement.html>. More information concerning state compliance can be found at <https://www.dir.ca.gov/Public-Works/publicworks.html>.

- (e) Mandatory Registration (Requirements pursuant to SB 854):
 - (1) Contractor and its subcontractors shall register with the DIR and pay all applicable fees as set forth in Labor Code section 1725.5.
 - (2) Contractor and its subcontractors acknowledge that they shall not be listed on any bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the DIR pursuant to Labor Code section 1725.5. The requirements of this section shall apply unless one of the limited exceptions provided under Labor Code Section 1771.1(a) applies.
 - (3) Contractor and its subcontractors acknowledge that they shall not be awarded any contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the DIR pursuant to Labor Code section 1725.5.
 - (4) The Project described herein is subject to compliance monitoring and enforcement with the DIR.
 - (5) For further information concerning compliance with SB 854, please visit: <http://www.dir.ca.gov/Public-Works/SB854.html>.
- (f) Notwithstanding paragraph (c), Contractor is not liable for any penalties pursuant to paragraph (c) when a subcontractor on the Project fails to pay its workers the general prevailing rate of per diem wages unless:
 - (1) Contractor had knowledge of that failure of the subcontractor to pay the specified prevailing rate of wages to those workers; or
 - (2) Contractor fails to comply with all of the following requirements:
 - (A) The contract executed between Contractor and the subcontractor for the performance of Work on the Project shall include a copy of the provisions of California Labor Code sections 1771, 1775, 1776, 1777.5, 1813 and 1815; and
 - (B) Contractor shall monitor the payment of the specified general prevailing rate of per diem wages by the subcontractor to the employees, by periodic review of the certified payroll records of the subcontractor; and
 - (C) Upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages, Contractor shall diligently

take corrective action to halt or rectify the failure, including, but not limited to, retaining sufficient funds due the subcontractor for work performed on the public works project; and

- (D) Prior to making final payment to the subcontractor for Work performed on the Project, Contractor shall obtain an affidavit signed under penalty of perjury from the subcontractor that the subcontractor has paid the specified general prevailing rate of per diem wages to his or her employees on the Project and any amounts due pursuant to California Labor Code Section 1813.
- (E) Cognizance of Violations by County. Contractor understands and agrees that COUNTY shall take cognizance of violations of Chapter 1 of Part 7 of Division 2 of the California Labor Code committed in the course of the execution of this Agreement, and shall promptly report any suspected violations to the Labor Commissioner. If COUNTY determines as a result of its own investigation that there has been a violation of Chapter 1 of Part 7 of Division 2 of the California Labor Code and withholds payment to Contractor, the procedures in California Labor Code §1771.6 shall be followed. Contractor may bring an action in a court of competent jurisdiction to recover from COUNTY the difference between the wages actually paid to an employee and the wages that were required to be paid to an employee pursuant to Chapter 1 of Part 7 of Division 2 of the California Labor Code, any penalties required to be paid pursuant to Chapter 1 of Part 7 of Division 2 of the California Labor Code, and costs and attorney's fees related to the action, if either of the following is true:
 - 1. COUNTY previously affirmatively represented to Contractor in writing, in the call for bids, or otherwise, that the Work was not a "public work," as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code; or
 - 2. COUNTY received actual written notice from the Department of Industrial Relations that the Work is a "public work," as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, and failed to disclose that information to Contractor before the bid opening or award.

Article 18. APPRENTICES

- (a) Contractor agrees to comply with sections 1777.5, 1777.6 and 1777.7 of the California Labor Code relating to the employment of apprentices and to provide COUNTY with copies of any contract award information and verified statements of the journeyman and apprentice hours performed pursuant to this Agreement as required by section 1777.5(e). The responsibility for compliance with these provisions is fixed with Contractor for all apprenticeable occupations, where journeymen in the craft are employed on the public work, in a ratio of not less than one (1) apprentice for each five (5) journeymen (unless an exemption is granted in accordance with section 1777.5) and Contractor and its subcontractors shall not discriminate among otherwise qualified employees as indentured apprentices on any public work solely on the ground of race,

religious creed, color, national origin, ancestry, sex, or age, except as provided in California Labor Code section 3077. Only apprentices, as defined in California Labor Code section 3077, who are in training under apprenticeship standards and who have signed written apprentice agreements will be employed on public works in apprenticeable occupations. This section shall not be enforced if the not-to-exceed amount of this Agreement is less than thirty thousand dollars (\$30,000).

- (b) If the Project falls within the jurisdiction of California Labor Code section 1777.5, COUNTY shall, within five (5) days of the award, send a copy of the award to the Division of Apprenticeship Standards. In addition, COUNTY shall notify the Division of Apprenticeship Standards of a finding of any discrepancy regarding the ratio of apprentices to journeymen within five (5) days of the finding.

Article 19. HOURS OF WORK

Contractor agrees to comply with sections 1810 through 1815 of the California Labor Code and, when applicable, the Contract Work Hours and Safety Standards Act (40 USC §327 et seq.; 29 CFR Part 5) which provide that Contractor's workers and its subcontractor's workers may not be required or permitted to work more than eight (8) hours in any one (1) calendar day and forty (40) hours in any one (1) calendar week. Further, work performed by employees of Contractor or its subcontractor in excess of eight (8) hours per day, and forty (40) hours during any one (1) week, shall be compensated for all hours worked in excess of eight (8) hours per day at not less than one and one-half (1½) times the basic rate of pay. The responsibility for compliance with these provisions is fixed with Contractor. Contractor understands and agrees that it shall, as a penalty to COUNTY, forfeit specific monetary fines to COUNTY should Contractor or its subcontractors fail to comply with the provisions contained within this paragraph.

Article 20. INSURANCE COVERAGES

Contractor hereby agrees at its own cost and expense to procure and maintain, during the entire term of this Agreement and any extended term therefore, insurance in a sum acceptable to COUNTY and adequate to cover potential liabilities arising in connection with the performance of this Agreement and in any event not less than the minimum limit set forth as follows (and in any event not less than the minimum limit set forth in the "Minimum Insurance Amounts" attachment to the Plans and Specifications which are incorporated as if set forth fully herein):

INSURANCE	MINIMUM LIMIT
<u>Worker's Compensation, Coverage A</u>	Statutory
<u>Employers Liability, Coverage B</u>	\$1,000,000.00 per accident for bodily injury or disease.
<u>Commercial General Liability Including Contractual Liability</u> Operations, Products and Completed Operations:	
Personal/Bodily Injury & Property Damage	\$1,000,000.00 / occurrence If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/ or the general aggregate limit shall be twice the required occurrence limit.
<u>Commercial Automobile Liability</u> (owned, hired, & non-owned vehicles)	
Personal/Bodily Injury & Property Damage	\$1,000,000.00 per accident for bodily injury and property damage.
Professional Liability (Errors and Omissions):	Appropriate to the Contractor's profession, with limit no less than N/A per occurrence or claim, N/A aggregate.
Unemployment Insurance	To Be Determined by Scope of Work
Disability Insurance	To Be Determined by Scope of Work
Liability Insurance	To Be Determined by Scope of Work
Errors and Omissions	N/A
Builder's Risk (Course of Construction) Insurance	"All Risk" (Special Perils) coverage with limits equal to the completed value of the project and no coinsurance penalty provisions.
Surety Bonds: 1. Bid Bond 2. Performance Bond 3. Payment Bond 4. Maintenance Bond	The Payment Bond & Performance Bond shall be in a sum equal to the contract price. If the Performance Bond provides for a one-year warranty a separate Maintenance Bond is not necessary.

Article 21. SPECIAL INSURANCE REQUIREMENTS

(a) All insurance required under Article 20 shall:

- (1) Be procured from an insurer licensed to do business in California with a current rating by Best's Key Rating Guide, acceptable to COUNTY. A rating of at least A-VII shall be acceptable to COUNTY; lesser ratings must be approved in writing by COUNTY.
- (2) Be primary coverage as respects COUNTY and any insurance or self-insurance maintained by COUNTY shall be in excess of Contractor's insurance coverage and shall not contribute to it.
- (3) Name COUNTY as an additional insured on all policies, except Workers' Compensation, and provide that COUNTY may recover for any loss suffered by COUNTY by reason of Contractor's negligence.
- (4) State that it is primary insurance and regards COUNTY as an additional insured and contains a cross-liability or severability of interest clause.
- (5) Not be canceled, non-renewed, or reduced in scope of coverage until after thirty (30) days written notice has been given to COUNTY. However, Contractor may not terminate such coverage until it provides COUNTY with proof that equal or better insurance has been secured and is in place. Cancellation or change without the prior written consent of COUNTY shall, at the option of COUNTY, be grounds for termination of this Agreement.
- (6) If this Agreement remains in effect more than one (1) year from the date of its original execution, COUNTY may, at its sole discretion, require an increase in the amount of liability insurance to the level then customary in similar COUNTY Agreements by giving sixty (60) days notice to Contractor.

(b) Additional Insurance Requirements.

- (1) Complete copies of certificates of insurance for all required coverages including additional insured endorsements and thirty-day (30-day) notice of cancellation clause endorsements shall be attached hereto as Exhibit IV and incorporated herein as though fully set forth.
 - (2) COUNTY is to be notified immediately of all insurance claims. COUNTY is also to be notified if any aggregate insurance limit is exceeded within five (5) working days of any such occurrence.
- (c) Nothing in this, or any other provision of this Agreement, shall be construed to preclude Contractor from obtaining and maintaining any additional insurance policies in addition to those required pursuant to this Agreement.
- (d) Should Contractor make any changes to its insurance, including but not limited to a change in carrier, change in deductible, or change in policy limits, Contractor must provide notice of same to the COUNTY within five (5) working days, and any such

changes shall not take effect for thirty (30) days. Under no circumstances shall Contractor make changes to its insurance coverage such that its insurance coverage does not meet the requirements set forth herein.

Article 22. INSURANCE ENDORSEMENTS, CLAUSES, & INFORMATION

- (a) The comprehensive/commercial general liability insurance shall contain a provision of endorsements stating that such insurance:
- (1) Includes contractual liability;
 - (2) Does not contain a "pro rata" provision which looks to limit the insurer's liability to the total proportion that its policy limits bear to the total coverage available to the insured;
 - (3) Does not contain an "excess only" clause which requires the exhaustion of other insurance prior to providing coverage;
 - (4) Does not contain an "escape clause" which extinguishes the insurer's liability if the loss is covered by other insurance;
 - (5) Includes COUNTY, architect, and the construction manager as additional insured;
 - (6) States that it is primary insurance and regards COUNTY as an additional insured and contains a cross-liability or severability of interest clause; and
 - (7) Does not contain any exclusion as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to by insurers as the "XCU Hazards."
- (b) Certificates and insurance policies shall include the following clause: "This policy shall not be canceled or reduced in required limits of liability or amount of insurance until notice has been mailed to COUNTY stating date of cancellation or reduction. Date of cancellation may not be less than thirty (30) days after date of mailing notice."
- (c) Certificates of insurance shall state, in particular, those insured, extent of insurance, location and operation to which insurance applies, expiration date, and cancellation and reduction notice.

Article 23. PROOF OF INSURANCE

Contractor shall not commence work nor shall it allow any subcontractor to commence work under this Agreement until Contractor has obtained all required insurance, certificates and endorsements, including but not limited to, Additional Insured Endorsements and thirty-days (30-days) Notice of Cancellation Clause endorsements have been delivered in duplicate to and approved by COUNTY. The above referenced insurance documents must be received by COUNTY on or before the effective date of this Agreement and shall be sent to the following addresses:

- (i) County of Imperial
Risk Management Department
940 Main Street, Suite 101
El Centro, CA 92243
- and
- (ii) Department of Public Works
Attn: Director of Public Works
1002 State Street
El Centro, CA 92243

Complete copies of certificates of insurance for all required coverages including additional insured endorsements shall be attached hereto as Exhibit E and incorporated herein as though fully set forth.

Article 24. CHOICE OF LAW

The laws of the State of California shall govern this Agreement. This Agreement is made and entered into in Imperial County, California. Any action brought by either Party with respect to this Agreement shall be brought in a court of competent jurisdiction within said County.

Article 25. PERMITS AND LICENSES

Permits and licenses necessary for prosecution of work shall be secured and paid for by Contractor, unless otherwise specified.

Article 26. EASEMENTS

Easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by COUNTY, unless otherwise specified.

Article 27. SURVEYS

Surveys to determine location of property lines and corners will be supplied by COUNTY. Surveys to determine locations of construction, grading, and site work shall be provided by Contractor.

Article 28. EXCISE TAXES

If under federal excise tax law any transaction hereunder constitutes a sale on which a federal excise tax is imposed and the sale is exempt from such excise tax because it is a sale to a state or local government for its exclusive use, COUNTY, upon request, will execute a certificate of exemption which will certify: (a) that COUNTY is a political subdivision of the state for the purpose of such exemption; and (b) that the sale is for the exclusive use of COUNTY. No excise tax for such materials shall be included in any bid price.

Article 29. PATENTS AND ROYALTIES

Contractor shall hold and save COUNTY and its officers, agents, and employees harmless from liability of any nature or kind, including cost and expense, for or on account of any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of this Agreement, including its use by COUNTY, unless otherwise

specifically stipulated in the contract documents.

Article 30. MATERIALS

Except as otherwise specifically stated in this Agreement, Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary constructions of every nature, and all other services and facilities of every nature whatsoever necessary to execute and complete this Agreement within the specified time.

Unless otherwise specified, all materials shall be new, and both workmanship and materials shall be of good quality.

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

Article 31. SUBSTITUTIONS

Whenever specifications for any material, product, thing, service, or process is indicated or specified by grade, patent or propriety name or by name of manufacturer, such specifications shall be deemed to be used for the purpose of facilitating the description of material, product, thing, service, or process desired, and shall be deemed to be followed by the words "or equal", and Contractor may, unless otherwise stated, offer any material, product, thing, service or process which shall be equal or better in every respect to that so indicated or specified. If the material, product, thing, service, or process offered by Contractor is not, in the opinion of COUNTY and Architect/Engineer, equal or better in every respect to that specified, then Contractor shall furnish the material, product, thing, service, or process specified. The burden of proof as to equality of any material, product, thing, service, or process shall rest with Contractor. Contractor shall only be authorized to substitute any designated material, product, thing, service or process required under this Agreement if such request, together with substantiating data for substitution of an "or equal"

item is timely submitted in accordance with the Calendar of Events set forth under section 19.3 of the "INFORMATION FOR BIDDERS" form and approval thereof is authorized in writing by COUNTY within the time frame set forth under Public Contract Code section 4104.5(a). Notwithstanding, in the event Contractor discovers after the stated substitution request filing deadline that a designated material, product, thing, service or process is no longer available and/or the use of the same is necessary to complete the project, Contractor may within thirty (30) days after award of the contract submit a "late substitution request", together with substantiating data for substitution of an "or equal" item for COUNTY's review and consideration. However, COUNTY shall have the sole discretion in granting such a late substitution request and shall not be required to accept the same even if the material, product, thing, service or process is equal or better in every respect.

It should be emphasized that a Contractor's request to substitute an "equal" material, product, thing or service for one designated in the contract specifications and/or COUNTY's subsequent written approval thereof, shall not in any way authorize an extension of time for performance of this Agreement. Moreover, in event Contractor furnishes a material, product, thing or service that is more expensive than that specified, the difference in cost of such material, product, thing, service or process, so furnished shall be borne solely by Contractor.

Article 32. SHOP DRAWINGS

Contractor shall check and verify all field measurements, and shall submit with such promptness as to cause no delay in Contractor's own work or in that of any other Contractor three (3) copies, checked and approved by Contractor, of all shop or setting drawings, schedules and materials lists required for the work of various trades. Architect/Engineer shall check and approve within ten (10) working days such schedules and drawings only for conformance with design concept of project, and compliance with information given in contract documents. Contractor shall make any corrections required by Architect/Engineer; file with Architect/Engineer three (3) corrected copies, and furnish such other copies as may be needed for construction. Architect/Engineer's approval of such drawings or schedules shall not relieve Contractor from responsibility for deviations from drawings or specifications unless Contractor has in writing called Architect/Engineer's attention to such deviations at time of submission and secured Architect/Engineer's written approval, nor shall it relieve Contractor from responsibility for errors in shop drawings or schedule.

Article 33. SAMPLES

Contractor shall furnish for approval, within ten (10) days following award of contract, all samples as required in specifications together with catalogs and supporting data required by Architect/Engineer. This provision shall not authorize any extension of time for performance of this Agreement. Architect/Engineer will check and approve such samples, within five (5) working days from receipt of same, only for conformance with design concept of work and for compliance with information given in contract documents. Work shall be in accordance with approved samples.

Article 34. COST BREAKDOWN AND PERIODICAL ESTIMATES

Contractor shall furnish on forms provided by COUNTY:

(a) Within ten (10) days of award of contract, a detailed estimate giving complete

breakdown of contract price.

- (b) A periodical itemized estimate of work done for purpose of making partial payments thereon.
- (c) Within ten (10) days of request by COUNTY, a schedule of estimated monthly payments which shall be due Contractor under the contract.

Values employed in making up any of these schedules will be used only for determining basis of partial payments, and will not be considered as fixing a basis for additions to or deductions from contract price.

- (d) **Schedule of Values.** Prior to submitting the first application for payment, Contractor must prepare and submit to the County a schedule of values apportioned to the various divisions and phases of the Work, including mobilization and demobilization. If a Bid Schedule was submitted with Contractor's bid, the amounts in the schedule of values must be consistent with the Bid Schedule. Each line item contained in the schedule of values must be assigned a value such that the total of all items equals the Contract Price. The items must be sufficiently detailed to enable accurate evaluation of the percentage of completion claimed in each application for payment, and the assigned value consistent with any itemized or unit pricing submitted with Contractor's bid.

Article 35. PAYMENTS

- (a) Each month, within fifteen (15) days after receipt of approved periodical estimate for partial payment, there shall be paid to Contractor a sum equal to ninety-five percent (95%) of value of work performed up to last day of previous month, less aggregate of previous payments. Monthly payments shall be made only on basis of monthly estimates which shall be prepared by Contractor on a form approved by COUNTY and filed before the fifth (5th) day of month during which payment is to be made. Work completed as estimated shall be an estimate only, and no inaccuracy or error in said estimate shall operate to release Contractor or any bondsman from damages arising from such work or from enforcing each and every provision of this Agreement, and COUNTY shall have the right subsequently to correct any error made in any estimate for payment. Contractor shall not be entitled to have any payment estimates processed or be entitled to have any payment made for work performed so long as any lawful or proper direction concerning work, or any portion thereof given by COUNTY or Architect, shall remain uncomplished with. The final payment of five percent (5%) of the value of work done under this Agreement, if unencumbered, shall be made thirty-five (35) days after acceptance of work by COUNTY. Acceptance will be made only by action of the Board of Supervisors in session. Acceptance by Contractor of said final payment shall constitute a waiver of all claims against COUNTY arising from this Agreement. At any time after fifty percent (50%) of the work has been completed, if COUNTY, by action of its governing body, finds that satisfactory progress is being made, COUNTY may make any of the remaining payments in full on actual work completed or may withhold any amount up to five percent (5%) thereof as COUNTY may find appropriate based on the Contractor's progress.

- (b) Contractor may elect to substitute or execute an escrow agreement (in the form prescribed by the Public Contracts Code) in place of retained funds held by COUNTY pursuant to Public Contract Code section 22300.
- (c) COUNTY shall pay interest at the legal rate set forth in Code of Civil Procedure 685.010 in the event payment is not made within thirty (30) days of an undisputed properly submitted request.

Article 36. PAYMENT WITHHELD

In addition to amount which COUNTY may retain under article entitled "Payments," COUNTY may withhold a sufficient amount of amounts of any payment or payments otherwise due to Contractor, as in COUNTY's judgment may be necessary to cover:

- (a) Payments which may be past due and payable for just claims against Contractor or any subcontractors for labor or materials furnished in and about the performance of work on the project under this Agreement.
- (b) Defective work not remedied.
- (c) Failure of Contractor to make proper payments to subcontractors or for material or labor.
- (d) Completion of contract, if there exists a reasonable doubt that contract can be completed for balance then unpaid.
- (e) Damage to another Contractor.
- (f) When the above grounds are removed, payment shall be made for amounts withheld because of them.

COUNTY may apply such withheld amount to payment of such claims or obligations at COUNTY's discretion. In so doing, COUNTY shall be deemed the agent of Contractor, and any payment so made by COUNTY shall be considered as a payment made under contract by COUNTY to Contractor, and COUNTY shall not be liable to Contractor for such payments made in good faith. Such payments may be made without prior judicial determination of claim or obligations. COUNTY will render Contractor a proper accounting of such funds disbursed on behalf of Contractor.

Article 37. CHANGES AND EXTRA WORK

All change orders shall be subject to the Public Contract Code, including but not limited to sections 20137 and 20142, *et seq.*

- (a) Change Orders. Contractor shall make no changes to the Work to be performed pursuant to this Agreement, including but not limited to additions, deletions, modifications or substitutions, nor shall Contractor perform any extra work (collectively, "Change Order Work") without the prior written consent of COUNTY. If Contractor encounters conditions it considers different from those described in Exhibit A to this Agreement, Contractor may request a change order in conformance with COUNTY's standard procedure ("Change Order"). If COUNTY approves the request, Contractor will execute a Change Order and

Contractor's execution of the Change Order shall confirm approval thereof. COUNTY may order additional work, and Contractor shall perform such changes in the Work as directed by COUNTY in any Change Order prepared by Contractor. COUNTY's rights to eliminate portions of the Work or to initiate a Change Order shall not be limited in any way. The Change Order shall be in writing and shall include:

- (1) Any and all supporting documents and drawings depicting the source and location of the desired change, and explain in detail the field conditions and reasons for the requested change;
 - (2) Any change or adjustment to the compensation set forth in this Agreement in Article 3 as a result of changes in the Work based on a lump sum or time and material basis, as may be directed by COUNTY; and
 - (3) Any request for adjustments to time for completion of the Project.
- (b) Payment for Change Order Work. Contractor shall not be entitled to receive any compensation for work, labor, materials or changes of any kind, regardless of whether ordered by COUNTY or any of its representatives, unless a Change Order has been submitted in writing and approved prior to the commencement of any Change Order Work as described above. If the changes are required by any inspecting governmental agencies or utility companies, or are otherwise required to comply with any codes, laws, rules or regulations, including those set forth in this Agreement, then Contractor shall not be entitled to any increases in the compensation set forth in this Agreement at Article 3 or other compensation as a result of the changes.
- (c) Disputed Change Order Work. Any dispute concerning the performance of such Change Order Work or the amount of compensation to be paid to Contractor by COUNTY shall not affect Contractor's obligation to perform such Change Order Work. Contractor agrees that it shall timely complete all Change Order Work even if there shall be a dispute between Contractor and COUNTY over the amount or scope of the Change Order Work. Contractor shall have the right to be compensated for any undisputed Change Order Work amounts as determined to be undisputed in COUNTY's sole discretion.
- (d) Authorized Representative. No Change Order shall be valid or binding against COUNTY unless such Change Order has been executed by COUNTY's designated representative, who is the Director of Public Works. COUNTY shall notify Contractor in writing if the designated representative is changed. The authority to execute a Change Order on this project shall not exceed the amount allowed by law pursuant to Government Code sections 20137-20142, *et seq.*
- (e) Limits. When applicable, the authority to execute a Change Order on this Project shall not exceed the amount allowed by law pursuant to Public Contract Code sections 20137-20142 *et seq.* Where Change Orders are in an amount between ten percent (10%) and twenty-five percent (25%) of the amount set forth in this Agreement and based on a need for additional quantities due to an increase in the unit quantities Commented [IJ20]: Moved from Sample Contract to General Conditions. required to complete the project in excess of the COUNTY's Engineer's estimate of unit quantities as set forth in the

Invitation to Bid, CONTRACTOR shall be paid pursuant to Public Contract Code sections 20143 and 20139 and section 4 of the Standard Specifications, State of California, Business, Transportation and Housing Agency, May 2006 Issued by the Department of Transportation ("Caltrans Standard Specifications") referred to in Exhibit "A" and incorporated herein by reference.

Article 38. DEDUCTIONS FOR UNCORRECTED WORK

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

Article 39. PAYMENTS BY CONTRACTOR

Contractor shall pay:

- (a) For all transportation and utility services not later than the twentieth (20th) day of the calendar month following that in which such services are rendered;
- (b) For all materials, tools and other expendable equipment to the extent of ninety-five percent (95%) of cost thereof, not later than the twentieth (20th) day of the calendar month following that in which such materials, tools and equipment are delivered at site of project and balance of cost thereof not later than the thirtieth (30th) day following completion of that part of the work in or on which such materials, tools and equipment are incorporated or used; and
- (c) To each of Contractor's subcontractors, not later than the fifth (5th) day following each payment to Contractor; the respective amounts allowed Contractor on account of work performed by respective subcontractor to the extent of such subcontractor's interest therein.

Article 40. CONTRACTOR'S SUPERVISION

Unless personally present on premises where work is being done, Contractor shall keep on the work, during its progress, a competent superintendent satisfactory to COUNTY.

Contractor represents and warrants that any superintendent, employee, subcontractor and agent who will be performing any of the duties and obligations of Contractor herein possess all required licenses and authorities, as well as the experience, training, and communication skills to perform such tasks and communicate with the COUNTY and its representatives.

Superintendent shall not be changed except with consent of COUNTY unless superintendent proves to be unsatisfactory to Contractor and ceases to be in his employ. Superintendent shall represent Contractor in Contractor's absence, and all directions given to superintendent shall be as binding as if given to Contractor. Other directions shall be so confirmed in written request in each case.

Contractor shall give efficient supervision to work, using Contractor's best skill and attention. Contractor shall carefully study and compare all drawings, specifications and other instructions, and shall at once report to Architect/Engineer any error, inconsistency or omission which Contractor may discover.

Article 41. INSPECTOR'S FIELD OFFICE

Contractor shall provide for use of COUNTY and its representative during construction working hours a temporary office of not less than seventy-five (75) square feet of floor area to be located as directed by COUNTY and its representative and to be maintained until removal is authorized by COUNTY and its representative. Office shall be of substantial waterproof construction with adequate natural light and ventilation by means of stock design windows. Door shall have a key, type walk, or padlock hasp.

A table satisfactory for study of plans and two chairs shall be provided by Contractor. Contractor shall provide and pay for adequate electric lights, local telephone service, and adequate air conditioning and heating for the field office until authorized removal.

Article 42. DOCUMENTS ON WORK

Contractor shall keep one copy of all contract documents, including addenda and change orders which are a part of contract documents, on job at all times. Said documents shall be kept in good order and available to Architect/Engineer representatives. Contractor shall be acquainted with and comply with all California Administrative Code provisions relating to this project, including, but not limited to, Title 19.

Article 43. UTILITIES AND RELOCATION

- (a) All utilities, including, but not limited to, electricity, water, gas and telephone used on work, shall be furnished and paid for by Contractor. Contractor shall furnish and install necessary temporary distribution systems, including meters if necessary, from distribution points to points on site where utility is necessary to carry on the work. Upon completion of work, Contractor shall remove all temporary systems.

If contract is for addition to existing facility, Contractor may, with written permission of COUNTY, use COUNTY's existing utilities by making prearranged payments to COUNTY for utilities used by Contractor for construction.

- (b) Contractor shall not be assessed damages for delay in completion of the project when such delay was caused by the failure of the awarding authority of this Agreement or the owner of the utility to provide for removal or relocation of the existing main or trunkline utility facilities; however, when the Contractor is aware that removal or relocation of an existing utility has not been provided for, Contractor shall promptly notify the awarding authority and the utility in writing, so that provision for such removal or relocation may be made to avoid and minimize any delay which might be caused by the failure to remove or relocate the main or trunk line utility facilities, or to provide for its removal or relocation.

In accordance with section 4215 of the Government Code, if the Contractor, while performing the contract, discovers any existing main or trunkline utility facilities not identified by the public agency in the contract plans or specifications, Contractor shall immediately notify the public agency and utility in writing. The public utility, where they are the owner, shall have the sole discretion to perform repairs or relocation work at a reasonable price. The Contractor shall be compensated for the costs of locating and repairing damage not due to the failure of the Contractor to exercise reasonable care, and removing or relocating such utility facilities not indicated in the plans and specification with reasonable accuracy and for equipment on the project necessarily idled during such work. Such compensation shall be

in accordance with the extra work provisions set out at Article 37 hereof.

Article 44. SANITARY FACILITIES

Contractor shall provide a sanitary, temporary, portable toilet facility as directed by the COUNTY and its representative for the use of all workers. The building shall be maintained in a sanitary condition at all times, and shall be left at the site until removal is directed by the COUNTY and its representative.

Article 45. TRENCHES

(a) Trenching Requirements – Four Feet (4') Below the Surface. In the event the Project involves digging trenches or other excavations that extend deeper than four feet (4') below the surface, Contractor shall:

- (1) Promptly, and before the following conditions are disturbed, notify COUNTY, in writing, of any:
 - (A) Material that Contractor believes may be material that is hazardous waste, as defined in Health & Safety Code section 25117, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law;
 - (B) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids; and
 - (C) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Agreement.
- (2) In response to any written notice generated pursuant to paragraph (a) above, COUNTY shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in Contractor's cost of, or the time required for, performance of any part of the Work, shall issue a change order under the procedures described in paragraph 37 of the General Conditions.
- (3) In the event that a dispute arises between COUNTY and Contractor whether the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in Contractor's cost of, or time required for, performance of any part of the Work, Contractor shall not be excused from any scheduled completion date provided for by this Agreement, but shall proceed with all Work to be performed under this Agreement. Contractor shall retain any and all rights provided either by contract or by law which pertain to the resolution of disputes and protests between the Parties.

(b) Trenching Requirements – Project in Excess of Twenty-Five Thousand Dollars (\$25,000) and Five Feet (5') Below the Surface. For projects involving both an estimated expenditure in excess of twenty-five thousand dollars (\$25,000) and the excavation of any trench five feet (5') or more in depth, Contractor shall submit a detailed plan

showing the design of shoring, bracing, sloping or other provisions to be made for worker protection from the hazard of caving ground during the excavation of such trench. The plan must be accepted by COUNTY (or by a registered civil or structural engineer, employed by COUNTY, to whom authority to accept has been delegated) in advance of excavation. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer. Nothing in this paragraph shall allow Contractor to use a shoring, sloping, or protective system less effective than that required by California Construction Safety Orders. Further, nothing in this paragraph shall be construed to impose tort liability on COUNTY or any of its employees.

- (c) Utilities Relocation. In the event that Contractor, in the scope of work, encounters utilities not shown on COUNTY'S plans, COUNTY shall compensate Contractor for utilities relocation work. COUNTY shall also waive liquidated damages for any delay that occurs as a direct result of said encounter and/or relocation of utilities.

Article 46. PROTECTION OF WORK AND PROPERTY

Contractor shall be responsible for all damages to persons or property that occur as a result of Contractor's fault or negligence in connection with the prosecution of this Agreement, and shall be responsible for the proper care and protection of all materials delivered and work performed until completion and final acceptance by COUNTY. All work shall be solely at Contractor's risk. Contractor shall adequately protect adjacent property from settlement or loss of lateral support as provided by law and contract documents. Contractor shall take all necessary precautions for safety of employees on the work, and shall comply with all applicable safety laws and building codes to prevent accidents or injury to persons on; about or adjacent to premises where work is being performed. Contractor shall erect and properly maintain, at all times, as required by conditions and progress of work, all necessary safeguards, signs, barriers, lights and watchmen for protection of workers and the public, and shall post danger signs warning against hazards created by such features in the course of construction. Contractor shall designate a responsible member of its organization on the work, whose duty shall be prevention of accidents. Name and position of person so designated shall be reported to COUNTY by Contractor.

In an emergency affecting safety of life or of work or of adjoining property, Contractor, without special instruction or authorization from COUNTY and its representative, is hereby permitted to act, at Contractor's discretion, to prevent such threatened loss or injury, and Contractor shall so act, without appeal, if so authorized or instructed by COUNTY and its representative. Any compensation claimed by Contractor on account of emergency work shall be determined by agreement.

Contractor shall provide such heat, covering, and enclosures as are necessary to protect all work, materials, equipment, appliances, and tools against damage by weather conditions.

Contractor shall take adequate precautions to protect existing sidewalks, curbs, pavements, utilities, adjoining property and structures, and to avoid damage thereto, and repair any damage thereto caused by construction operations.

Contractor shall:

- (1) Enclose working area with a substantial dust reducing barrier and public safety barricade, and arrange work to cause minimum amount of inconvenience to public and COUNTY Staff in their regular business activities.
- (2) Provide substantial barricades around any shrubs or trees indicated to be preserved.
- (3) Deliver materials to building area over route designated by Architect.
- (4) When directed by COUNTY, take preventative measures to eliminate objectionable dust.
- (5) Confine Contractor's apparatus, the storage of materials, and the operations of workers to limits indicated by law, ordinances, permits or directions of Architect, and shall not unreasonably encumber premises with materials, and enforce all instructions of COUNTY and Architect regarding signs, advertising, fires, danger signals, barricades and smoking, and require that all persons employed on work comply with all regulations while on construction site. Hazardous materials of any kind are not allowed on site, without prior written approval from COUNTY.
- (6) Take care to prevent disturbing or covering any survey markers, monuments, or other devices marking property boundaries or corners. If such markers are disturbed by accident, they shall be replaced by an approved civil engineer at no cost to COUNTY.

Article 47. LAY OUT AND FIELD ENGINEERING

All field engineering required for laying out Contractor's work and establishing grades for earthwork operations shall be furnished by Contractor at Contractor's expenses. Such work shall be done by a qualified civil engineer approved by Architect/Engineer. Any required "As-Built" drawings of site development shall be prepared by the approved civil engineer.

Article 48. CUTTING AND PATCHING

Contractor shall do all cutting, fitting, or patching of work as required to make its several parts come together properly and fit it to receive or received by work of other Contractors showing upon, or reasonably implied by, the drawings and specifications for the completed structure, and Contractor shall make good after them as Architect/Engineer may direct. Contractor shall not endanger any work by cutting, excavating or otherwise altering work, and shall not cut or alter work of any other Contractor save with consent of Architect/Engineer.

Article 49. CLEANING UP

Contractor at all times shall keep premises free from debris such as waste, rubbish, and excess materials and equipment caused by work; debris shall be removed from premises. Contractor shall not leave debris under, in or about the premises. Upon completion of work, Contractor shall clean any areas where debris has collected. Contractor shall remove temporary fencing, barricades, and any temporary facilities from site.

Article 50. CORRECTION OF WORK

Contractor shall promptly remove from premises all work determined by COUNTY as failing to conform to contract, whether incorporated or not. Contractor shall promptly replace and re-execute his own work to comply with contract documents without additional expense to COUNTY, and shall bear the expense of making good all work of other Contractors destroyed or damaged by such removal or replacement.

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

Article 51. ACCESS TO WORK

COUNTY and its representative shall at all times have access to work wherever it is in preparation or progress. Contractor shall provide safe and proper facilities for such access so that COUNTY's representative may perform their functions under contract.

Article 52. OCCUPANCY

COUNTY reserves the right to occupy buildings at any time before completion, and such occupancy shall not constitute final acceptance of any part of work covered by this Agreement.

Article 53. COUNTY'S INSPECTOR

COUNTY may assign a representative to oversee work. Such representative shall have access to Inspector's Field Office and shall be fully informed of all progress and manner of work and character of materials. Representative shall have authority to stop work whenever provisions of the contract documents are not being complied with and Contractor shall instruct Contractor's employees accordingly.

All work shall be under observation of said COUNTY and its representative. Such personnel shall have free access to any or all parts of work at any time. Contractor shall furnish COUNTY and its representative reasonable facilities "Inspector's Field Office" for obtaining such information as may be necessary to keep COUNTY and its representative fully informed respecting progress and manner of work and character of materials. Inspection of work shall not relieve Contractor from any obligation to fulfill Contractor's contract. COUNTY and its representative shall have authority to stop work whenever provisions of contract documents are not being complied with, and Contractor shall instruct Contractor's employees accordingly.

Article 54. TESTS AND INSPECTIONS

If contract, COUNTY's instructions, laws, ordinances or any public authority require any work to be specially tested or approved, Contractor shall give notice in accordance with such authority of its readiness for observation or inspection at least two (2) working days prior to being tested or covered up. If inspection is by authority other than COUNTY, Contractor shall inform COUNTY of the date fixed for such inspection. Required certificates of inspection shall be secured by Contractor. Observations by COUNTY, its representative and other public authority shall be promptly made, and where practicable, at

source of supply. If any work should be covered up without approval or consent of COUNTY, its representative and public authority, it must, if required by COUNTY, its representative and public authority, be uncovered for examination and satisfactorily reconstruction at Contractor's expenses in compliance with contract.

Costs of tests of any material found to be not in compliance with contract shall be paid for by Contractor.

Where such inspection and testing are to be conducted by an independent laboratory or agency, such materials or samples of materials to be tested shall be selected by such laboratory or agency or COUNTY's representative, and not by Contractor.

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

Re-examination of questioned work may be ordered by COUNTY, and, if so ordered, work must be uncovered by Contractor. If such work be found in accordance with contract documents, COUNTY shall pay costs of re-examination and replacement. If such work be found not in accordance with contract documents, Contractor shall pay such costs.

Article 55. SOILS INVESTIGATION REPORT

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

Article 56. ARCHITECT/ENGINEER'S AND CONSTRUCTION MANAGER'S STATUS

The construction manager shall be COUNTY's representative during the construction period, and shall observe the progress and quality of the work on behalf of COUNTY. The construction manager shall have the authority to act on behalf of COUNTY only to the extent expressly provided in the contract documents. The construction manager shall have authority to stop work whenever such stoppage may be necessary in construction manager's reasonable opinion to insure the proper execution of the contracts.

The Architect/Engineer shall be, in the first instance, the judge of compliance with the design intent of the contract documents.

Article 57. INDEMNITIES

- (a) Contractor agrees to the fullest extent permitted by law to indemnify, defend, protect, and hold COUNTY and its representatives, officers, directors, designees, employees, agents, successors, and assigns harmless from any and all claims, expenses, liabilities, causes of action, demands, losses, penalties, attorney's fees and costs, in law or equity, of every kind and nature whatsoever arising out of or in connection with Contractor's negligent acts and omissions or willful misconduct under this Agreement ("Claims"), whether or not arising from the passive negligence of COUNTY, but does not include Claims that are finally determined to be the result of the sole negligence or willful misconduct of COUNTY.
- (b) Contractor agrees to defend with counsel acceptable to COUNTY, indemnify and hold COUNTY harmless from all Claims, including but not limited to:

- (1) Personal injury, including but not limited to bodily injury, emotional injury, sickness or disease or death to persons including but not limited to COUNTY's representatives, officers, directors, designees, employees, agents, successors and assigns, subcontractors and other third parties and/or damage to property of anyone (including loss of use thereof) arising out of Contractor's negligent performance of, or willful misconduct surrounding, any of the terms contained in this Agreement, or anyone directly or indirectly employed by Contractor or anyone for whose acts Contractor may be liable;

Liability arising from injuries to Contractor and/or any of Contractor's employees or agents arising out of Contractor's negligent performance of, or willful misconduct surrounding, any of the terms contained in this Agreement, or anyone directly or indirectly employed by Contractor or anyone for whose acts Contractor may be liable;

- (2) Penalties imposed upon account of the violation of any law, order, citation, rule, regulation, standard, ordinance or statute caused by the negligent action or inaction, or willful misconduct of Contractor or anyone directly or indirectly employed by Contractor or anyone for whose acts Contractor may be liable including but not limited to:

(A) Any loss of funding, penalties, fees, or other costs resulting from Contractor's failure to adhere to Disadvantaged Business Enterprise requirements and/or goals, as determined by COUNTY or such other lawful entity in charge of monitoring Disadvantaged Business Enterprise compliance;

(B) Any loss of funding, penalties, fees, or other costs resulting from Contractor's failure to adhere to prevailing wage requirements, as determined by COUNTY, the California Department of Industrial Relations, or such other lawful entity in charge of monitoring prevailing wage compliance;

- (3) Infringement of any patent rights which may be brought against COUNTY arising

out of Contractor's work;

- (4) Any violation or infraction by Contractor of any law, order, citation, rule, regulation, standard, ordinance or statute in any way relating to the occupational health or safety of employees; and
 - (5) Any breach by Contractor of the terms, requirements or covenants of this Agreement.
- (c) The indemnification provisions of Paragraphs 57(b)(1) through 57(b)(6) above shall extend to Claims occurring after this Agreement is terminated, as well as while it is in force.

Article 58. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

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

Article 59. LABOR - EMPLOYMENT SAFETY

Contractor shall maintain emergency first aid treatment for Contractor's employees which complies with the Federal Occupational Safety and Health Act of 1970 (29 U.S.C.A. 651, *et seq.*).

Article 60. NOTICE OF TAXABLE POSSESSORY INTEREST

The terms of this document may result in the creation of a possessory interest. If such a possessory interest is vested in a private party to this document, the private party may be subjected to the payment of personal property taxes levied on such interest.

Article 61. ASSIGNMENT OF UNFAIR BUSINESS PRACTICES CLAIMS (CLAYTON ACT AND CARTWRIGHT ACT)

Bidder shall comply with the following:

"In entering into a public works contract or a subcontract to supply goods, services or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. sec. 15) or under the Cartwright Act (Chapter 2 commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties." Cal Pub Contract Code § 7103.5(b)

Article 62. SUBSTITUTION OF SECURITY

Upon Contractor's request, COUNTY will make payment of funds withheld from progress

payments to ensure performance under the contract pursuant to the requirements of California Public Contracts Code, section 22300, if the Contractor deposits in escrow with COUNTY, or with a bank acceptable to COUNTY, securities eligible for investment under Government Code section 16430 or bank savings and loan certificates of deposit, subject to the following conditions:

- (a) Contractor shall bear the expense of COUNTY and the escrow agent, and COUNTY and the bank, in connection with the escrow deposit made.
- (b) Securities or certificates of deposit to be placed in escrow shall be of a value at least equivalent to the amount of retention to be paid to the Contractor pursuant to this Article.
- (c) Contractor shall enter into an escrow agreement satisfactory to COUNTY, which agreement shall include provisions governing, inter alias:
 - (1) the amount of securities to be deposited,
 - (2) the providing of powers of attorney or other documents necessary for the transfer of the securities to be deposited,
 - (3) conversion of cash to provide funds to meet defaults by Contractor including, but not limited to, termination of Contractor's control over the work, stop notice filed pursuant to law or other amounts to be kept or retained under the provisions of the contract,
 - (4) decrease in value of securities on deposit,
 - (5) the termination of the escrow upon completion of the contract.
- (d) Contractor shall obtain the written consent of the surety to such agreement.

Article 63. NON-DISCRIMINATION AND DISADVANTAGED BUSINESS ENTERPRISE PROGRAM

- (a) During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition, age (over forty (40)), marital status or denial of family care leave. Contractor and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code section 12990 (a-f) *et seq.*) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 *et seq.*). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in

full. The applicable regulations of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. section 794 (a)) are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform Work under this Agreement.

- (b) Contractor and its subcontractors shall reference and abide by the guidance and Disadvantaged Business Enterprise specifications contained in the California Department of Transportation's Local Programs Procedures 06-01 (which has been approved and released at <http://www.dot.ca.gov/> when working pursuant to this Agreement.

Article 64. SPECIAL CONDITIONS

- (a) The work shall be commenced on the date stated in COUNTY's *Notice to the Contractor to Proceed* which date will not be greater than ten (10) consecutive calendar days from and after the date of execution of the contract, and shall be completed within **Fifty (50) working days** from and after the date stated in such notice. (See Article 2 of *Agreement* and Article 6 of *General Conditions*.)
- (b) The number of copies of drawings and specifications to be furnished to Contractor free of charge, per Article 3 of the *General Conditions* is three (3).
- (c) The number of executed copies of the *Agreement*, the *Performance Bond*, and the *Payment Bond* for the *Public Works* required is six (6).

Article 65. CONTRACT CONSTRUCTION

This Agreement has been reviewed by legal counsel for both COUNTY and Contractor, and no presumption or rule that ambiguities shall be construed against the drafting party shall apply to the interpretation or enforcement of this Agreement and/or any and all amendments thereto.

Article 66. COGNIZANCE OF VIOLATIONS BY COUNTY

- (a) Contractor understands and agrees that COUNTY shall take cognizance of violations of Chapter 1 of Part 7 of Division 2 of the California Labor Code committed in the course of the execution of this Agreement, and shall promptly report any suspected violations to the Labor Commissioner.
- (b) If COUNTY determines as a result of its own investigation that there has been a violation of Chapter 1 of Part 7 of Division 2 of the California Labor Code and withholds payment to Contractor, the procedures in California Labor Code section 1771.6 shall be followed.
- (c) COUNTY may bring an action in a court of competent jurisdiction to recover from Contractor the difference between the wages actually paid to an employee and the wages that were required to be paid to an employee pursuant to Chapter 1 of Part 7 of Division 2 of the California Labor Code, any penalties required to be paid pursuant to Chapter 1 of Part 7 of Division 2 of the California Labor Code, and costs and

attorney's fees related to the action, if either of the following is true:

- (1) COUNTY previously affirmatively represented to Contractor in writing, in the call for bids, or otherwise, that the Work was not a "public work," as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code; or
- (2) COUNTY received actual written notice from the Department of Industrial Relations that the Work is a "public work," as defined in Chapter 1 of Part 7 of Division 2 of the California Labor Code, and failed to disclose that information to Contractor before the bid opening or award.

Article 67. LABOR STANDARDS COMPLIANCE REQUIREMENTS

- (a) It is Contractor's responsibility to provide all labor compliance documentation from its subcontractors completely and accurately in a timely manner. Contractor is responsible to review promptly and then forward on all required documentation to COUNTY per the time schedules in the Labor Compliance Handout. Included with the Labor Compliance Handout, COUNTY will provide training, documentation requirements, forms, etc., at the preconstruction conference or at a time designated by COUNTY.

For those Public Works Projects that are subject to the State Department of Industrial Relations (DIR), Division of Labor Standards Enforcement (DLSE) compliance monitoring and enforcement it is the Contractor's responsibility to submit certified payroll records directly to the state Compliance Monitoring Unit (CMU). More information concerning state compliance can be found at <https://www.dir.ca.gov/Public-Works/publicworks.html>. The responsibility for compliance with these provisions is fixed with the Contractor.

- (b) In the event, during the review process of labor compliance documentation from COUNTY's labor compliance monitor, inaccurate, missing or incomplete information was provided, the labor compliance monitor will request from Contractor the items, revisions and documentation needed. The cost of this additional labor compliance enforcement shall be borne by Contractor.

Article 68. CONFLICT OF INTEREST AND GRATUITIES

- (a) Contractor agrees that it presently has no interest and shall not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of services required to be performed under this Agreement. Contractor further agrees that in the performance of this Agreement, no person having any such interest shall be employed.
- (b) Contractor agrees to designate such person or persons who have responsibility for carrying out the services under this Agreement and that such person or persons as may be designated shall take any and all actions necessary to comply with COUNTY's Conflict of Interest Code adopted pursuant to California Government Code section 81000 to the extent required thereunder.
- (c) If it is found, after notice and hearing by COUNTY, that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by Contractor, or any agent or

representative of Contractor, to any officer, employee or agent of COUNTY with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or the making of any determinations with respect to the performance of this Agreement, COUNTY may, by written notice to Contractor, terminate the right of Contractor to proceed under this Agreement and/or may pursue such other rights and remedies provided by law or under this Agreement.

- (d) In the event this Agreement is terminated as provided herein, COUNTY shall be entitled (1) to pursue the same remedies against Contractor as it could pursue in the event of a breach of the Agreement by Contractor, and (2) as a penalty in addition to any other damages to which it may be entitled by law, to exemplary damages in an amount (as determined by COUNTY) which shall be not less than three (3) nor more than ten (10) times the costs incurred by Contractor in providing any such gratuities to any such officer, employee or agent.

Article 69. FEDERAL CONTRACT REQUIREMENTS

(a) Signage Requirements.

- (1) Project Identity Signage. Contractor is required to provide and install the required project identity signage as detailed in the Plans and Specifications, in the size and at the location indicated by the Director of Public Works or his/her designee, and to maintain the signage in good condition for the duration of the Project. The signage may not be removed until the Notice of Completion is recorded or by written direction of the Director of Public Works or his/her designee.
 - (2) Required Employee Signage and Posters. Contractor is required to provide and install the Federal and State required employee posters and the required material pertaining to the required labor standards provisions are posted (including, but not limited to, WH-1321, OSHA 3165 and OFCCP-English, EFCCP-Spanish) at the worksite in a prominent and accessible place.
 - (3) Section 3 Compliant Signage. If required by COUNTY, Contractor is directed to provide and install the "Offer for Employment" signage as detailed in the Plans and Specifications in the size and at the location indicated by the Director of Public Works or his/her designee and to maintain the signage in good condition for the duration of the Project. The signage may not be removed until the Notice of Completion is recorded or by written direction of the Director of Public Works or his/her designee.
- (b) Housing And Urban Development Act Compliance. When applicable, Contractor agrees to comply with Section 3 of the Housing and Urban Development Act of 1968 (42 U.S.C. 3601 *et seq.*) which provides that to the greatest extent feasible, Contractor shall provide job training, employment and contracting opportunities for low- or very-low income residents in connection with the Project. The responsibility for compliance with these provisions is fixed with Contractor.
- (c) Copeland "Anti-Kickback" Act Compliance. When applicable, Contractor agrees to comply with the Copeland Act (18 USC §874 and 40 USC §276c; 29 CFR Part 3)

which precludes Contractor and its subcontractors from in any way inducing an employee to give up any part of the compensation to which he or she is entitled under his or her contract of employment. Contractor and its subcontractors shall submit a weekly statement of the wages paid to each employee performing on covered work during the preceding payroll period. Contractor understands and agrees that should Contractor its subcontractors induce an employee working on a covered contract to give up any part of the compensation to which he or she is entitled, the inducing party may be subject to a five thousand dollar (\$5,000) fine, or imprisonment for up to five (5) years, or both. Contractor also understands and agrees that willful falsification of the statement of compliance may subject the employer to civil or criminal prosecution and may be cause for contract termination or debarment. The responsibility for compliance with these provisions is fixed with Contractor.

- (d) Fair Labor Standards Act Compliance. When applicable, Contractor agrees to comply with the Fair Labor Standards Act of 1938 as amended (29 U.S.C. 201 *et seq.*) which establishes minimum wage, overtime pay, recordkeeping, and youth employment standards affecting full-time and part-time workers on the Project. The responsibility for compliance with these provisions is fixed with Contractor.
- (e) Certification Regarding Debarment, Suspension and Other Responsibility Matters. When applicable, Contractor agrees to execute a certification regarding debarment, suspension and other responsibility matters. The responsibility for compliance with this provision is fixed with Contractor.
- (f) Federal Equal Employment Opportunity Construction Contract Specifications. When applicable, Contractor agrees to incorporate the notice set forth in paragraph (d) of 41 C.F.R. 60-4.2 relating to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Specifications." The responsibility for compliance with this provision is fixed with Contractor.
- (g) Clean Air Act and the Federal Water Pollution Control Act. When applicable, Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 *et seq.*), the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 *et seq.*), Presidential Executive Order 11738 and Environmental Protection Agency regulations set forth at 40 C.F.R. Part 15. Contractor understands and agrees that violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency. The responsibility for compliance with these provisions is fixed with Contractor.
- (h) Prohibition on the Use of Federal Funds for Lobbying. When applicable, Contractor shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient. The responsibility for compliance with this provision is fixed with Contractor.

- (i) Federal Employment Eligibility Verification. Contractor shall verify name, date of birth and social security number, along with immigration information for non-citizens in order to verify the identity and employment eligibility of both citizen and non-citizen new hires. The responsibility for compliance with this provision is fixed with Contractor.
- (j) The Civil Rights, HCD and Age Discrimination Act Assurances. During the performance of this Agreement, Contractor assures that no otherwise qualified person shall be excluded from participation or employment, denied program benefits or be subjected to discrimination based on race, color, national origin, gender, age or handicap, under any program or activity funded by this Agreement, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, and the Age Discrimination Act of 1975, and all implementing regulations. The responsibility for compliance with these provisions is fixed with Contractor.
- (k) Standard Equal Opportunity Clause.
 - (1) Contractor hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause.

“During the performance of this Agreement, the Contractor agrees as follows:

- (A) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or disabilities. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their 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 to be provided setting forth the provisions of this nondiscrimination clause.
- (B) 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, national origin or disabilities.
- (C) The Contractor will send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other

contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

- (D) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (E) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (F) In the event of the Contractor's noncompliance with the discrimination clauses of this Agreement or with any of the said rules, regulations, or orders, this Agreement may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rules, regulations, or orders of the Secretary of Labor, or as otherwise provided by law.
- (G) The Contractor will include the portion of the sentence immediately preceding paragraph "1" and the provisions of paragraphs "1" through "7" in every contract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 504 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each contractor or vendor. The Contractor will take such action with respect to any contract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a contractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States."
 - (1) Contractor further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally-assisted construction work; provided that if Contractor so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the Agreement.

- (2) Contractor agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of Contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the Department and HUD and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance.
- (3) Contractor further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally-assisted construction contracts, pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, Contractor agrees that if it fails or refuses to comply with these undertakings, COUNTY may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this funding commitment (contract, loan, grant, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such Contractor; and refer the case to the Department of Justice for appropriate legal proceedings.

Article 70. INELIGIBILITY

If the Bidder has been deemed ineligible to perform work on public works projects pursuant to Labor Code Sections 1777.1 or 1777.7, then it shall be prohibited from bidding on, being awarded a contract for, or performing work as a subcontractor on this project, or any other public works project within the state of California.

Article 71. RESOLUTION OF CLAIMS

- (a) Compliance with all change order procedures is a prerequisite to filing a Public Contract Code Claim pursuant to this Section. Claims must be submitted no later than (a) 30 days after the dispute resolution process set forth in Section 5-1.43 is complete or (b) 30 days after the occurrence of the event giving rise to the claim.
- (b) In accordance with the procedures set forth in Public Contract Code Sections 9204 and 20104-20104.6, a Contractor may submit a claim by registered or certified mail with return receipt requested for one or more of the following: (a) a time extension, including, without limitation, for relief from damages or penalties for delay assessed by the County; (b) payment by the County of money or damages arising from work done by, or on behalf of, the Contractor pursuant to this Agreement and payment for which is not otherwise expressly provided or to which the Contractor is not otherwise entitled; or (c) payment of an amount that is disputed by the County.

- (c) The Contractor shall furnish reasonable documentation to support the claim, including, but not limited to: 1) a clear concise recital of the basis upon which the claim is asserted, including a designation of the provisions of the Contract upon which the claim is based. 2) a statement as to the amount of time and/or compensation sought pursuant to the claim; 3) whether the Contractor's claim arises from an ongoing occurrence, and if so a description of the specific work activities affected by the claim, 4) a time impact analysis in the event that Contractor request a time extension, 5) full and complete cost records supporting the amount of any claim for additional compensation, and 6) a notarized certification by the Contractor as follows: "Under the penalty of law for perjury or falsification and with specific reference to the California False Claims Act. Government Code Section 12650 et seq. The undersigned hereby certifies that the information contained herein is a true, accurate and complete statement of all features relating to the claim asserted." Failure by the Contractor to provide sufficient documentation will result in denial of the claim. The County reserves the right to request additional documentation, or clarification of the documentation provided.
- (d) Upon receipt of a claim, the County will conduct a reasonable review and provide a written statement to the Contractor identifying what portion of the claim is disputed and what portion is undisputed within 45 days of receipt of the claim. The County and Contractor may, by mutual agreement, extend the 45 day time period. For any undisputed portion of a claim, the County must make payment within 60 days of its issuance of the written statement.
- (e) If the Contractor disputes the County's written statement, or if the County fails to respond, the Contractor may demand an informal conference to meet and confer for the settlement of the issues in dispute. The County will then schedule the meet and confer conference within 30 days of the demand. Within 10 business days following the meet and confer conference. The County will provide a written statement identifying the portion of the claim that remain in dispute. Any payment due on an undisputed portion of the claim will be made within 60 days of the meet and confer conference.
- (f) After the meet and confer conference, any disputed portion of the claim shall be submitted to non-binding mediation. Alternatively, upon receipt of a claim, the parties may mutually agree to waive in writing, mediation and proceed directly to the commencement of a civil action or binding arbitration as applicable, if mediation is unsuccessful, the parts of the claim that remain in dispute shall be subject to applicable procedures set forth below.
- (g) Failure of a public entity to respond to a claim within the time periods described above shall result in the claim being deemed rejected in its entirety. Additionally amounts not paid in a timely manner shall bear interest at 7 percent per year.
- (h) In the event that the mediation is unsuccessful, Contractor must file a government claim pursuant to Government Code Sections 910 et seq. in order to initiate a civil action.

- (i) In any civil action filed to resolve claims, the court shall submit the matter to nonbinding mediation within 60 days following the filing or responsive pleading provided that the parties have not already participated in mediation of the claim as outlined above. If the matter remains in dispute after nonbinding mediation, the court shall submit the matter to judicial arbitration pursuant to the Code of Civil Procedure Section 1141.10 et seq. If the matter remains in dispute after judicial arbitration, the County or the Contractor may request a trial de novo.

Article 72. MISCELLANEOUS

- (a) Entire Agreement. This Agreement contains the entire agreement between COUNTY and Contractor relating to the transactions contemplated hereby and supersedes all prior or contemporaneous agreements, understandings, provisions, negotiations, representations, 20104 or statements, either written or verbal. No modification, amendment, or waiver of any provision of this Agreement will be effective unless in writing and signed by the party against whom the modification, amendment or waiver is to be asserted.
- (b) Modification. No modification, waiver, amendment, discharge, or change of this Agreement shall be valid unless the same is in writing and signed by the Party against whom the enforcement of such modification, waiver, amendment, discharge, or change is or may be sought.
- (c) Captions. Captions in this Agreement are inserted for convenience of reference only and do not define, describe, or limit the scope or the intent of this Agreement or any of the terms thereof.
- (d) Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.
- (e) Gender and Interpretation of Terms and Provisions. As used in this Agreement and whenever required by the context thereof, each number, both singular and plural, shall include all numbers, and each gender shall include a gender. Contractor as used in this Agreement or in any other document referred to in or made a part of this Agreement shall likewise include singular and the plural, a corporation, a partnership, individual, firm, or person acting in any fiduciary capacity as executor, administrator, trustee or in any other representative capacity or any other entity. All covenants herein contained on the part of Contractor shall be joint and several if more than one person, firm or entity executes this Agreement.
- (f) Waiver. No waiver of any breach or of any of the covenants or conditions of this Agreement shall be construed to be a waiver of any other breach or to be consent to any further or succeeding breach of the same or any other covenant or condition.
- (g) Attorneys' Fees and Costs. If either Party herein brings an action to enforce the terms thereof or to declare rights hereunder, the prevailing Party in any such action, on trial or appeal, shall be entitled to reasonable attorneys' fees as fixed by the court and actual costs to be paid by the losing Party.

- (h) Authority.
 - (1) Each individual executing this Agreement on behalf of Contractor represents and warrants that:
 - (A) He/She is duly authorized to execute and deliver this Agreement on behalf of Contractor;
 - (B) Such execution and delivery is in accordance with the terms of the Articles of Incorporation or Partnership, any by-laws or Resolutions of Contractor and;
 - (C) This Agreement is binding upon Contractor in accordance with its terms.
 - (2) Contractor shall deliver to COUNTY evidence acceptable to COUNTY of the foregoing within thirty days of execution of this Agreement.
- (i) Review of Agreement Terms. This Agreement has been reviewed and revised by legal counsel for both COUNTY and Contractor, and no presumption or rule that ambiguities shall be construed against the drafting Party shall apply to the interpretation or enforcement of the same or any subsequent amendments thereto.

EXHIBIT “A”

SAMPLE AGREEMENT FOR CONSTRUCTION SERVICES

**I.C. DEPARTMENT OF SOCIAL SERVICES
NEW INTERVIEW ROOMS PROJECT
LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO CA 92243

COUNTY PROJECT NO. SR7117SS**

1 **AGREEMENT FOR CONSTRUCTION SERVICES**

2 <<Business Name>>

3 THIS AGREEMENT FOR CONSTRUCTION SERVICES ("Agreement"), made and entered
4 into effective the ____ day of _____, 2025, by and between the COUNTY OF IMPERIAL, a
5 political subdivision of the State of California, through its Department of Public Works ("COUNTY")
6 and<<Business Name>>, a «Consultant_Business_Type» licensed to do business within the state of
7 California ("CONTRACTOR") (individually, "Party;" collectively, "Parties") shall be as follows:

8 **RECITALS**

9 **WHEREAS**, COUNTY desires to retain a qualified individual, firm or business entity to provide
10 professional construction services for <<Project Description>>("Project"); and

11 **WHEREAS**, COUNTY wishes to engage CONTRACTOR for performance of such services as
12 are provided for herein and CONTRACTOR is willing to accept such engagement.

13 **NOW, THEREFORE**, COUNTY and CONTRACTOR have and hereby agree to the following:

14 **1. DEFINITIONS.**

15 **1.1.** "Invitation for Bid" shall mean the document entitled, "«Name_of_RFP»," dated
16 «Date_of_RFP», which includes all special notices, addendums, exhibits and Plans and
17 Specifications as defined in Paragraph 1.3. The Invitation for Bid is attached hereto as
18 **Exhibit "A"** and incorporated herein as though fully set forth.

19 **1.2.** "Proposal" shall mean CONTRACTOR's document entitled "«Name_of_Proposal»,"
20 dated «Date_of_Proposal» and submitted to the Clerk of the Board. The Proposal is
21 attached hereto as **Exhibit "B"** and incorporated herein as though fully set forth.

22 **1.3.** "Plans and Specifications" shall mean the plans and specifications approved by the
23 Director of Public Works, or his/her designee, for Project Number «Project_Number».
24 While COUNTY is responsible for the completeness and accuracy of the Plans and
25 Specifications for the Project, CONTRACTOR is required to review the Plans and
26 Specifications and promptly report any errors or omissions to COUNTY.

27 **2. CONTRACT COORDINATION.**

28 **2.1.** The Director of Public Works or his/her designee shall be the representative of
COUNTY for all purposes under this Agreement. The Director of Public Works or
his/her designee is hereby designated as the Contract Manager for COUNTY. He/she

shall supervise the progress and execution of this Agreement.

2.2. CONTRACTOR shall assign a single Contract Manager to have overall responsibility for the progress and execution of this Agreement. Should circumstances or conditions subsequent to the execution of this Agreement require a substitute Contract Manager for any reason, the Contract Manager designee shall be subject to the prior written acceptance and approval of COUNTY's Contract Manager.

3. **SCOPE OF WORK TO BE PERFORMED BY CONTRACTOR.**

3.1. CONTRACTOR shall furnish all work, labor, tools, equipment, materials, supervision, scheduling, coordination and contract administration necessary to construct and complete the Project in a good, expeditious, workman-like and substantial manner under the terms of and in full and complete compliance with this Agreement ("Work").

3.2. CONTRACTOR shall comply with and perform work consistent with all terms, conditions and requirements of the Plans, Specifications, the Invitation for Bids and this Agreement.

3.3. All described work shall be constructed, installed, placed and performed in conformance with the Plans and Specifications and all Special Provisions contained therein and as directed by COUNTY's engineer.

3.4. In the event of a conflict among this Agreement, the Invitation for Bid and the Proposal, the Invitation for Bid shall take precedence over the Proposal and this Agreement shall take precedence over both.

3.5. CONTRACTOR shall perform such other tasks as necessary and proper for the full performance of the obligations assumed by CONTRACTOR hereunder; including but not limited to any additional work or change orders agreed upon pursuant to written authorization as described in Section 5. Proposed additional work or change order requests, when applicable, will be attached and incorporated herein under **Exhibit "B"** (as "B-1," "B-2," etc.).

4. **TRENCHING REQUIREMENTS AND UTILITY RELOCATION.**

4.1. Four Feet (4') Below the Surface. In the event the Project involves digging trenches or

1 other excavations that extend deeper than four feet (4') below the surface,
2 CONTRACTOR shall:

3 **4.1.1.** Promptly, and before the following conditions are disturbed, notify COUNTY,
4 in writing, of any:

- 5 (a) Material that CONTRACTOR believes may be material that is hazardous
6 waste, as defined in Health & Safety Code §25117, that is required to be
7 removed to a Class I, Class II or Class III disposal site in accordance
8 with provisions of existing law;
- 9 (b) Subsurface or latent physical conditions at the site differing from those
10 indicated by information about the site made available to bidders prior to
11 the deadline for submitting bids; and
- 12 (c) Unknown physical conditions at the site of any unusual nature, different
13 materially from those ordinarily encountered and generally recognized as
14 inherent in work of the character provided for in the Agreement.

15 **4.1.2.** In response to any written notice generated pursuant to Subparagraph 4.1.1,
16 COUNTY shall promptly investigate the conditions, and if it finds that the
17 conditions do materially so differ, or do involve hazardous waste, and cause a
18 decrease or increase in CONTRACTOR's cost of, or the time required for,
19 performance of any part of the Work, COUNTY shall issue a change order
20 under the procedures described in this Agreement.

21 **4.1.3.** In the event that a dispute arises between COUNTY and CONTRACTOR
22 whether the conditions materially differ, or involve hazardous waste, or cause a
23 decrease or increase in CONTRACTOR's cost of, or time required for,
24 performance of any part of the Work, CONTRACTOR shall not be excused
25 from any scheduled completion date provided for by this Agreement, but shall
26 proceed with all Work to be performed under this Agreement. CONTRACTOR
27 shall retain any and all rights provided either by contract or by law which pertain
28 to the resolution of disputes and protests between the Parties.

1 **4.2. Trenching Requirements – Project in Excess of Twenty-Five Thousand Dollars (\$25,000)**
2 **and Five Feet (5') Below the Surface.** For projects involving both an estimated
3 expenditure in excess of twenty-five thousand dollars (\$25,000) and the excavation of
4 any trench five feet (5') or more in depth, CONTRACTOR shall submit a detailed plan
5 showing the design of shoring, bracing, sloping or other provisions to be made for
6 worker protection from the hazard of caving ground during the excavation of such
7 trench. The plan must be accepted by COUNTY (or by a registered civil or structural
8 engineer, employed by COUNTY, to whom authority to accept has been delegated) in
9 advance of excavation. If such plan varies from the shoring system standards, the plan
10 shall be prepared by a registered civil or structural engineer. Nothing in this Paragraph
11 shall allow CONTRACTOR to use a shoring, sloping, or protective system less
12 effective than that required by California Construction Safety Orders. Further, nothing
13 in this Paragraph shall be construed to impose tort liability on COUNTY or any of its
14 employees.

15 **4.3. Utilities Relocation.** In the event that CONTRACTOR, in the scope of work,
16 encounters utilities not shown on COUNTY'S plans, COUNTY shall compensate
17 CONTRACTOR for utilities relocation work. COUNTY shall also waive liquidated
18 damages for any delay that occurs as a result of said encounter and/or relocation of
19 utilities.

20 **5. CHANGE ORDERS.**

21 **5.1. Change Orders.** CONTRACTOR shall make no changes to the Work to be performed
22 pursuant to this Agreement, including but not limited to additions, deletions, modifications
23 or substitutions, nor shall CONTRACTOR perform any extra work (collectively, "Change
24 Order Work") without the prior written consent of COUNTY. If CONTRACTOR
25 encounters conditions it considers different from those described in **Exhibit "A"** to this
26 Agreement, CONTRACTOR may request a change order in conformance with
27 COUNTY's standard procedure ("Change Order"). If COUNTY approves the request,
28 CONTRACTOR will execute a Change Order and CONTRACTOR's execution of the

Change Order shall confirm approval thereof. COUNTY may order additional work, and CONTRACTOR shall perform such changes in the Work as directed by COUNTY in any Change Order prepared by CONTRACTOR. COUNTY's rights to eliminate portions of the Work or to initiate a Change Order shall not be limited in any way. The Change Order shall be in writing and shall include:

5.1.1. Any and all supporting documents and drawings depicting the source and location of the desired change, and explain in detail the field conditions and reasons for the requested change;

5.1.2. Any change or adjustment to the compensation set forth in this Agreement as a result of changes in the Work based on a lump sum or time and material basis, as may be directed by COUNTY; and

5.1.3. Any request for adjustments to time for completion of the Project.

5.2. Payment for Change Order Work. CONTRACTOR shall not be entitled to receive any compensation for work, labor, materials or changes of any kind, regardless of whether ordered by COUNTY or any of its representatives, unless a Change Order has been submitted in writing and approved prior to the commencement of any Change Order Work as described above. If the changes are required by any inspecting governmental agencies or utility companies, or are otherwise required to comply with any codes, laws, rules or regulations, including those set forth in this Agreement, then CONTRACTOR shall not be entitled to any increases in the compensation set forth in this Agreement or other compensation as a result of the changes.

5.3. Disputed Change Order Work. Any dispute concerning the performance of such Change Order Work or the amount of compensation to be paid to CONTRACTOR by COUNTY shall not affect CONTRACTOR's obligation to perform such Change Order Work. CONTRACTOR agrees that it shall timely complete all Change Order Work even if there shall be a dispute between CONTRACTOR and COUNTY over the amount or scope of the Change Order Work. CONTRACTOR shall have the right to be compensated for any undisputed Change Order Work amounts as determined to be undisputed in COUNTY's

sole discretion.

5.4. Authorized Representative. No Change Order shall be valid or binding against COUNTY unless such Change Order has been executed by COUNTY's designated representative, who is the Director of Public Works. COUNTY shall notify CONTRACTOR in writing if the designated representative is changed.

5.5. Limits. When applicable, the authority to execute a Change Order on this Project shall not exceed the amount allowed by law pursuant to Public Contract Code sections 20137-20142 et seq. Where Change Orders are in an amount between ten percent (10%) and twenty-five percent (25%) of the amount set forth in this Agreement and based on a need for additional quantities due to an increase in the unit quantities required to complete the project in excess of the COUNTY's Engineer's estimate of unit quantities as set forth in the Invitation to Bid, CONTRACTOR shall be paid pursuant to Public Contract Code sections 20143 and 20139 and section 4 of the Standard Specifications, State of California, Business, Transportation and Housing Agency, May 2006 Issued by the Department of Transportation ("Caltrans Standard Specifications") referred to in **Exhibit "A"** and incorporated herein by reference.

6. **REPRESENTATIONS BY CONTRACTOR.**

6.1. CONTRACTOR understands and agrees that COUNTY has limited knowledge in the construction specified in the description of work. CONTRACTOR has represented itself to be expert in these fields and understands that COUNTY is relying upon such representation.

6.2. CONTRACTOR represents and warrants that it is a lawful entity possessing all required licenses and authorities to do business in the State of California and perform all aspects of this Agreement.

6.3. CONTRACTOR shall not commence any work under this Agreement or provide any other services, or materials, in connection therewith until CONTRACTOR has received written authorization from the Director of Public Works, or his/her designee ("Notice to Proceed") to do so.

- 1 **6.4.** CONTRACTOR represents and warrants that the people executing this Agreement on
2 behalf of CONTRACTOR have the authority of CONTRACTOR to sign this
3 Agreement and bind CONTRACTOR to the performance of all duties and obligations
4 assumed by CONTRACTOR herein.
- 5 **6.5.** CONTRACTOR represents and warrants that any employee, contractor, subcontractor and
6 agent who will be performing any of the duties and obligations of CONTRACTOR herein
7 possess all required licenses and authorities, as well as the experience and training, to
8 perform such tasks.
- 9 **6.6.** CONTRACTOR represents and warrants that the allegations contained in its Proposal are
10 true and correct.
- 11 **6.7.** CONTRACTOR understands that COUNTY considers the representations made herein
12 to be material and would not enter into this Agreement with CONTRACTOR if such
13 representations were not made.
- 14 **6.8.** Retention and Access of Books and Records. CONTRACTOR represents and warrants
15 that it shall maintain books, records, documents, reports and other materials developed
16 under this Agreement as follows:
- 17 **6.8.1.** CONTRACTOR shall hold and possess as the property of COUNTY all papers,
18 books, files, correspondence and other records of all kinds which at any time
19 shall come into its possession or under its control relating only to services
20 performed by CONTRACTOR under this Agreement for a minimum period of
21 five (5) years, or for any longer period required by law, from the date said
22 papers came into the possession of CONTRACTOR pursuant to this Agreement.
- 23 **6.8.2.** Any records or documents required to be maintained by CONTRACTOR
24 pursuant to this Agreement shall be made available to COUNTY for inspection
25 or audit, at any time during CONTRACTOR's regular business hours provided
26 COUNTY provides CONTRACTOR with seven (7) days advanced written or
27 oral notice. Copies of such documents shall, at no cost to COUNTY, be
28 provided to COUNTY for inspection at CONTRACTOR's address indicated for

receipt of notices under this Agreement.

6.8.3. CONTRACTOR shall surrender all papers maintained by CONTRACTOR pursuant to Subparagraph 6.8.1 of this Agreement within thirty (30) days of termination of this Agreement.

6.8.4. CONTRACTOR represents and warrants that it has not been engaged by, nor will it be engaged by and owes no duty of performance to any other person or entity that would constitute a conflict. For breach or violation of this warranty, COUNTY shall amongst other remedies at law, have the right to terminate this Agreement without liability, or at its sole 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 paid or received from another entity or person.

6.9. CONTRACTOR shall perform pursuant to this Agreement in accordance with and in full compliance with all applicable Federal, State and local statutes, rules, regulations and policies and procedures, regardless of whether they are expressly set forth in this Agreement. It is understood that in the event COUNTY is investigated or audited by any State or Federal governmental agency, or any other recognized investigative/auditing entity, CONTRACTOR shall fully cooperate with such agencies' reasonable and lawful request for information.

7. TERM OF AGREEMENT.

This Agreement shall commence on the date first written above and shall remain in effect until the services provided as outlined in Section 3, ("SCOPE OF WORK TO BE PERFORMED BY CONTRACTOR"), have been completed, unless otherwise terminated as provided for in this Agreement.

8. COMPENSATION.

The total compensation payable under this Agreement shall be in accordance with the item prices incorporated within the Proposal submitted by CONTRACTOR for labor, materials and all other services related to the performance of this Agreement, attached hereto as **Exhibit "B"** and incorporated herein as though fully set forth. The total compensation payable under this Agreement shall not exceed <<**Compensation Amount**>>

9. PAYMENT AND RETENTION OF FUNDS.

COUNTY shall pay CONTRACTOR for completed and approved services upon presentation

and approval of its itemized billing, subject to the following.

9.1. Retention.

9.1.1. In accordance with Cal. Pub. Contract Code §§ 7201 and 9203, COUNTY shall generally retain five percent (5%) of the total compensation payable under this Agreement until the Work to be performed has been completed in accordance with this Agreement, as determined by COUNTY, and payment in full of all of CONTRACTOR's subcontractors has been certified.

9.1.2. The 5% retention amount may be exceeded if the COUNTY's Board of Supervisors has approved a finding, during a properly noticed and normally scheduled public hearing conducted either prior to or concurrent with authorizing this Project to go out to bid, that the Project is substantially complex and therefore requires a higher retention amount than 5%. Should the retention amount exceed 5% for this Project, then the actual retention amount will be listed in the Plans and Specifications, along with the findings justifying the increased retention amount.

9.2. Substitution of Retention.

9.2.1. CONTRACTOR may elect to substitute securities for any retention of funds by COUNTY to ensure performance under this Agreement. At the request and expense of CONTRACTOR, securities equivalent to the amount retained shall be deposited with the COUNTY, or with a state or federally chartered bank in this state as the escrow agent, who shall then return the securities to CONTRACTOR once the Work to be performed has been completed in accordance with this Agreement, as determined by COUNTY, and payment in full of all of CONTRACTOR's subcontractors has been certified.

9.2.2. Alternatively, CONTRACTOR may request and COUNTY shall make payment of retentions earned directly to the escrow agent at the expense of CONTRACTOR. CONTRACTOR, at its sole cost and expense, may direct the investment of the payments into securities, and CONTRACTOR shall receive the interest earned on the investments upon the same terms provided for in this Section for securities

deposited by CONTRACTOR. Once the Work to be performed has been completed in accordance with this Agreement, as determined by COUNTY, and payment in full of all of CONTRACTOR's subcontractors has been certified, CONTRACTOR shall receive from the escrow agent all securities, interest, and payments received by the escrow agent from COUNTY, pursuant to the terms of this Section.

9.2.3. Securities eligible for investment under this Section shall include those listed in Cal. Gov. Code § 16430, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by COUNTY and CONTRACTOR. CONTRACTOR shall be the beneficial owner of any securities substituted for retained funds and shall receive any interest thereon.

9.2.4. Substitution of securities shall be conducted through an Escrow Agreement substantially similar to that found in Cal. Pub. Contract Code § 22300(f).

9.2.5. Notwithstanding any other provision in this Section, substitution of securities is prohibited where funding for the Project, in whole or in part, will be provided by the Farmers Home Administration of the United States Department of Agriculture pursuant to the Consolidated Farm and Rural Development Act (7 U.S.C. Sec. 1921 et seq.), or where otherwise disallowed by federal law.

10. METHOD OF PAYMENT.

10.1. CONTRACTOR shall at any time prior to the fifteenth (15th) day of any month, submit to COUNTY's Director of Public Works or his/her designee, a complete and accurate written claim for compensation for services performed. The claim shall be in a format approved by COUNTY. COUNTY shall make no payment prior to the claims being approved in writing by the Director of Public Works or his/her designee.

10.2. After determining that the claim is a proper payment request, the Director of Public Works, or his/her designee, shall submit to COUNTY's Auditor/Controller undisputed and properly submitted claims approved for payment within ten (10) days following the

1 date the claim was submitted to his/her Department.

2 **10.3.** CONTRACTOR may expect to receive payment within a reasonable time thereafter and
3 in any event in the normal course of business within thirty (30) days after the
4 undisputed and properly submitted claim is submitted.

5 **10.4.** Any claim determined to be an improper payment request shall be returned to
6 CONTRACTOR as soon as practicable, but not later than seven (7) days, after receipt with
7 a written explanation as to why the claim is an improper request for payment.

8 **10.5.** In order for prompt payment to be made by COUNTY pursuant to Public Contract Code
9 §20104.50, CONTRACTOR must properly fill out all written claims for compensation for
10 services performed.

11 **10.6.** COUNTY shall pay interest at the legal rate set forth in Code of Civil Procedure §685.010
12 in the event payment is not made within thirty (30) days of an undisputed properly
13 submitted request.

14 **11. INDEMNIFICATION.**

15 **11.1.** CONTRACTOR agrees to the fullest extent permitted by law to indemnify, defend,
16 protect and hold COUNTY and its representatives, officers, directors, designees,
17 employees, agents, successors and assigns harmless from any and all claims, expenses,
18 liabilities, causes of action, demands, losses, penalties, attorneys' fees and costs, in law
19 or equity, of every kind and nature whatsoever arising out of or in connection with
20 CONTRACTOR's negligent acts and omissions or willful misconduct under this
21 Agreement ("Claims"), whether or not arising from the passive negligence of
22 COUNTY, but does not include Claims that are finally determined to be the result of the
23 sole negligence or willful misconduct of COUNTY.

24 **11.2.** CONTRACTOR agrees to defend with counsel acceptable to COUNTY, indemnify and
25 hold COUNTY harmless from all Claims, including but not limited to:

26 **11.2.1.** Personal injury, including but not limited to bodily injury, emotional injury,
27 sickness or disease or death to persons including but not limited to COUNTY's
28 representatives, officers, directors, designees, employees, agents, successors and

1 assigns, subcontractors and other third parties and/or damage to property of
2 anyone (including loss of use thereof) arising out of CONTRACTOR's
3 negligent performance of, or willful misconduct surrounding, any of the terms
4 contained in this Agreement, or anyone directly or indirectly employed by
5 CONTRACTOR or anyone for whose acts CONTRACTOR may be liable;

6 **11.2.2.** Liability arising from injuries to CONTRACTOR and/or any of
7 CONTRACTOR's employees or agents arising out of CONTRACTOR's
8 negligent performance of, or willful misconduct surrounding, any of the terms
9 contained in this Agreement, or anyone directly or indirectly employed by
10 CONTRACTOR or anyone for whose acts CONTRACTOR may be liable;

11 **11.2.3.** Penalties imposed upon account of the violation of any law, order, citation, rule,
12 regulation, standard, ordinance or statute caused by the negligent action or
13 inaction, or willful misconduct of CONTRACTOR or anyone directly or
14 indirectly employed by CONTRACTOR or anyone for whose acts
15 CONTRACTOR may be liable, including but not limited to:

16 **(a)** Any loss of funding, penalties, fees, or other costs resulting from
17 CONTRACTOR's failure to adhere to Disadvantaged Business
18 Enterprise requirements and/or goals, as determined by COUNTY or
19 such other lawful entity in charge of monitoring Disadvantaged Business
20 Enterprise compliance;

21 **(b)** Any loss of funding, penalties, fees, or other costs resulting from
22 CONTRACTOR's failure to adhere to prevailing wage requirements, as
23 determined by COUNTY, the California Department of Industrial
24 Relations, or such other lawful entity in charge of monitoring prevailing
25 wage compliance;

26 **11.2.4.** Infringement of any patent rights which may be brought against COUNTY
27 arising out of CONTRACTOR's work;

28 **11.2.5.** Any violation or infraction by CONTRACTOR of any law, order, citation, rule,

1 regulation, standard, ordinance or statute in any way relating to the occupational
2 health or safety of employees; and

3 **11.2.6.** Any breach by CONTRACTOR of the terms, requirements or covenants of this
4 Agreement.

5 **11.3.** The indemnification provisions of this Agreement shall extend to Claims occurring after
6 this Agreement is terminated, as well as while it is in force.

7 **12. INDEPENDENT CONTRACTOR.**

8 **12.1.** In all situations and circumstances arising out of the terms and conditions of this
9 Agreement, CONTRACTOR is an independent contractor, and as an independent
10 contractor, the following shall apply:

11 **12.2.** CONTRACTOR is not an employee or agent of COUNTY and is only responsible for
12 the requirements and results specified by this Agreement.

13 **12.3.** CONTRACTOR shall be responsible to COUNTY only for the requirements and results
14 specified by this Agreement and except as specifically provided in this Agreement, shall
15 not be subject to COUNTY's control with respect to the physical actions or activities of
16 CONTRACTOR in fulfillment of the requirements of this Agreement.

17 **12.4.** CONTRACTOR is not, and shall not be, entitled to receive from, or through,
18 COUNTY, and COUNTY shall not provide, or be obligated to provide,
19 CONTRACTOR with Worker's Compensation coverage or any other type of
20 employment or worker insurance or benefit coverage required or provided by any
21 Federal, State or local law or regulation for, or normally afforded to, an employee of
22 COUNTY.

23 **12.5.** CONTRACTOR shall not be entitled to have COUNTY withhold or pay, and
24 COUNTY shall not withhold or pay, on behalf of CONTRACTOR, any tax or money
25 relating to the Social Security Old Age Pension Program, Social Security Disability
26 Program, or any other type of pension, annuity, or disability program required or
27 provided by any Federal, State or local law or regulation.

28 **12.6.** CONTRACTOR shall not be entitled to participate in, or receive any benefit from, or

1 make any claim against any COUNTY fringe benefit program, including, but not
2 limited to, COUNTY's pension plan, medical and health care plan, dental plan, life
3 insurance plan, or any other type of benefit program, plan, or coverage designated for,
4 provided to, or offered to COUNTY's employee.

5 **12.7.** COUNTY shall not withhold or pay, on behalf of CONTRACTOR, any Federal, State,
6 or local tax, including, but not limited to, any personal income tax, owed by
7 CONTRACTOR.

8 **12.8.** CONTRACTOR is, and at all times during the term of this Agreement shall represent
9 and conduct itself as, an independent contractor, not an employee of COUNTY.

10 **12.9.** CONTRACTOR shall not have the authority, express or implied, to act on behalf of,
11 bind or obligate COUNTY in any way without the written consent of COUNTY.

12 **13. INSURANCE.**

13 **13.1.** CONTRACTOR hereby agrees at its own cost and expense to procure and maintain,
14 during the entire term of this Agreement and any extended term therefore, insurance in
15 a sum acceptable to COUNTY and adequate to cover potential liabilities arising in
16 connection with the performance of this Agreement and in any event not less than the
17 minimum limit set forth in the "Minimum Insurance Amounts" attachment to the Plans
18 and Specifications which are incorporated as if set forth fully herein.

19 **13.2. Special Insurance Requirements.** All insurance required shall:

20 **13.2.1.** Be procured from California admitted insurers (licensed to do business in
21 California) with a current rating by Best's Key Rating Guide, acceptable to
22 COUNTY. A rating of at least A-VII shall be acceptable to COUNTY; lesser
23 ratings must be approved in writing by COUNTY.

24 **13.2.2.** Be primary coverage as respects COUNTY and any insurance or self-insurance
25 maintained by COUNTY shall be in excess of CONTRACTOR's insurance
26 coverage and shall not contribute to it.

27 **13.2.3.** Name COUNTY as an additional insured on all policies, except Workers'
28 Compensation, and provide that COUNTY may recover for any loss suffered by

COUNTY by reason of CONTRACTOR's negligence.

13.2.4. State that it is primary insurance and regards COUNTY as an additional insured and contains a cross-liability or severability of interest clause.

13.2.5. Not be canceled, non-renewed or reduced in scope of coverage until after thirty (30) days written notice has been given to COUNTY. However, CONTRACTOR may not terminate such coverage until it provides COUNTY with proof that equal or better insurance has been secured and is in place. Cancellation or change without the prior written consent of COUNTY shall, at the option of COUNTY, be grounds for termination of this Agreement.

13.2.6. If this Agreement remains in effect more than one (1) year from the date of its original execution, COUNTY may, at its sole discretion, require an increase in the amount of liability insurance to the level then customary in similar COUNTY Agreements by giving sixty (60) days notice to CONTRACTOR.

13.3. Additional Insurance Requirements.

13.3.1. COUNTY is to be notified immediately of all insurance claims. COUNTY is also to be notified if any aggregate insurance limit is exceeded.

13.3.2. The comprehensive or commercial general liability shall contain a provision of endorsements stating that such insurance:

- (a)** Includes contractual liability;
- (b)** Does not contain any exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to by insurers as the "XCU Hazards";
- (c)** Does not contain a "pro rata" provision which looks to limit the insurer's liability to the total proportion that its policy limits bear to the total coverage available to the insured;
- (d)** Does not contain an "excess only" clause which requires the exhaustion of other insurance prior to providing coverage;

- (e) Does not contain an “escape clause” which extinguishes the insurer’s liability if the loss is covered by other insurance;
- (f) Includes COUNTY as an additional insured; and
- (g) States that it is primary insurance and regards COUNTY as an additional insured and contains a cross-liability or severability of interest clause.

13.4. Deposit of Insurance Policy. Promptly on issuance, reissuance, or renewal of any insurance policy required by this Agreement, CONTRACTOR shall, if requested by COUNTY, cause to be given to COUNTY satisfactory evidence that insurance policy premiums have been paid together with a duplicate copy of the policy or a certificate evidencing the policy and executed by the insurance company issuing the policy or its authorized agent.

13.5. Certificates of Insurance. Complete copies of certificates of insurance for all required coverages including additional insured endorsements shall be attached hereto as **Exhibit “C”** and incorporated herein as though fully set forth.

13.6. Additional Insurance. Nothing in this, or any other provision of this Agreement, shall be construed to preclude CONTRACTOR from obtaining and maintaining any additional insurance policies in addition to those required pursuant to this Agreement.

14. **WORKERS’ COMPENSATION CERTIFICATION.**

14.1. Prior to the commencement of work, CONTRACTOR shall sign and file with COUNTY the following certification: “I am aware of the provisions of California Labor Code §§3700 et seq. which require every employer to be insured against liability for workers’ compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.”

14.2. This certification is included in this Agreement and signature of the Agreement shall constitute signing and filing of the certificate.

14.3. CONTRACTOR understands and agrees that any and all employees, regardless of hire date, shall be covered by Workers’ Compensation pursuant to statutory requirements

prior to beginning work on the Project.

14.4. If CONTRACTOR has no employees, initial here: _____.

15. WARRANTY.

15.1. One Year Warranty. CONTRACTOR agrees to provide a one-year warranty for all of its work and component parts and guarantees that all work shall be performed in a professional and workman-like manner and be free from defects. CONTRACTOR guarantees to timely correct all work performed by it under this Agreement which COUNTY determines to be defective in design, material and/or workmanship within a period of one (1) year from the date of the completion of the Work. The warranties set forth in this Agreement shall be in addition to, and not in lieu of, all other statutory and case law warranties and obligations of CONTRACTOR. CONTRACTOR expressly agrees that all warranties made by CONTRACTOR, all obligations under this Agreement and all remedies for breach of such warranties shall survive this Agreement in the event it is terminated or expires for any reason prior to the running of the full warranty periods listed above.

15.2. Materials. All materials furnished by CONTRACTOR shall be new, manufactured during the current year, of first quality and carrying full manufacturer's warranty. CONTRACTOR shall be responsible for any expiration of manufacturer or other warranties of material or equipment being supplied for this Agreement. CONTRACTOR guarantees that all warranties of material and equipment shall become effective when the project is accepted by COUNTY's Board of Supervisors, not at time of installation by CONTRACTOR.

15.3. Manufacturers' Warranty Information. CONTRACTOR agrees to promptly provide such information and maintenance recommendations to COUNTY at the inception of CONTRACTOR's work to the extent such information is reasonably available.

16. DEFAULT AND REMEDIES.

16.1. Default. In the event that (i) CONTRACTOR files a petition requesting relief under any bankruptcy act, or is adjudged as bankrupt, or makes a general assignment for the

benefit of creditors or has a receiver appointed on account of its insolvency, or (ii) CONTRACTOR refuses or is unable, for whatever reason, to supply enough properly skilled workers or proper materials to complete the Project, or (iii) CONTRACTOR fails to follow the directions of COUNTY, or (iv) CONTRACTOR fails to make prompt payment to its subcontractors and suppliers for materials or labor supplied or permits any lien to be imposed upon all or any portion of the Project, or (v) CONTRACTOR disregards any laws or orders of any public or private authority having jurisdiction over the Work or the Project, or (vi) CONTRACTOR fails to perform in accordance with any of the terms of this Agreement or breaches any provision of this Agreement, COUNTY may give notice of such failure or breach to CONTRACTOR, identifying the failure or breach of this Agreement. Should any such failure or breach continue for twenty-four (24) hours after delivery of notice without a good faith effort on the part of CONTRACTOR to commence all necessary corrective action, or should such a breach continue despite CONTRACTOR's efforts for forty-eight (48) hours, then at that time such failure shall be deemed a default by CONTRACTOR under this Agreement and COUNTY shall have all rights and remedies available at law or in equity, including the right to terminate this Agreement. Without limiting its rights and remedies, COUNTY may then proceed as follows:

16.1.1. Without terminating this Agreement or the obligations of CONTRACTOR hereunder as to all of the Work required to be performed or furnished by CONTRACTOR pursuant to this Agreement, COUNTY may require CONTRACTOR, at CONTRACTOR's expense, to cure such default(s) as may exist in the performance of CONTRACTOR's obligations hereunder within forty-eight (48) hours after such default(s) has/have occurred including but not limited to repairing, replacing and correcting material or Work determined by COUNTY to be defective or not complying with the requirements of this Agreement. Should CONTRACTOR fail to timely repair, replace and/or correct non-complying or defective materials and workmanship or otherwise cure its

1 default(s) hereunder, and in the case of emergencies in which case COUNTY
2 may act immediately if CONTRACTOR is not available or is not responding,
3 and without further notice, COUNTY may make required repairs, replacements
4 and other corrections or otherwise remedy the default by CONTRACTOR
5 pursuant to the subparagraph below.

6 **16.1.2.** Without terminating this Agreement or the obligations of CONTRACTOR
7 hereunder as to all of the Work required to be performed or furnished by
8 CONTRACTOR pursuant to this Agreement, COUNTY may engage another
9 contractor to perform such portion of CONTRACTOR's Work required
10 pursuant to this Agreement or furnish any materials or other items required
11 hereunder as COUNTY in its sole discretion may deem necessary to avoid delay
12 in the progress of the Work, and in connection therewith, COUNTY may
13 perform such Work or any portion thereof itself or have the same performed by
14 others and COUNTY may procure all necessary materials, equipment or other
15 items required for the continued progress of such Work. The costs incurred by
16 COUNTY as a result of engaging another contractor shall be deducted from the
17 compensation payable pursuant to this Agreement and if COUNTY's costs
18 exceed or may reasonably be anticipated to exceed the balance of the
19 compensation due to CONTRACTOR for such work, such excess, or anticipated
20 excess, shall be immediately due and owing from CONTRACTOR to COUNTY
21 and may be withheld from any funds due to CONTRACTOR pursuant to this
22 Agreement or any other agreement.

23 **16.1.3.** COUNTY may terminate CONTRACTOR's right to perform upon written
24 notice and COUNTY shall then have the option of completing the Work or any
25 portion thereof by exercise of its interest under the performance bond issued in
26 favor by CONTRACTOR, or having such Work in whole or in part be
27 completed by others for CONTRACTOR's account. A calculation shall take
28 place at the conclusion of the Project wherein to the degree the sum of

COUNTY's costs and any amounts paid to complete the Project exceed the compensation payable pursuant to this Agreement, then any such excess shall be immediately due and owing from CONTRACTOR to COUNTY.

16.2. Damages. CONTRACTOR shall be liable for all damages suffered by COUNTY by reason of CONTRACTOR's default in any provision of this Agreement and the exercise of COUNTY of its option to terminate this Agreement shall not release CONTRACTOR of such liability. CONTRACTOR shall have no right to receive any further payment after a default has occurred until such time as the Work to be performed by CONTRACTOR pursuant hereto has been completed and accepted by COUNTY and damages suffered by COUNTY, if any, ascertained. Damages shall include by way of illustration, but not of exclusion, COUNTY's costs of completing the Work which exceeds the compensation payable pursuant to this Agreement, other general, liquidated, special or consequential damages, attorney fees and costs.

16.3. Actions After Default. Should COUNTY exercise any of its options, remedies or rights granted pursuant to the terms of this Agreement in the event of a default by CONTRACTOR, COUNTY at its sole election may, but shall not be obligated to, use any materials, supplies, tools or equipment on the work site which belong to CONTRACTOR to complete the Work required to be completed by CONTRACTOR, whether such work is completed by COUNTY or by others, and CONTRACTOR agrees that it shall not remove such materials, supplies, tools and equipment from the work site unless directed in writing by COUNTY to do so.

16.4. Limit on Force Majeure Damages. CONTRACTOR shall not be responsible for repairing or restoring damage to work caused by an act of God in excess of five (5) percent of the contract amount, provided that the work damaged is built in accordance with accepted and applicable building standards and the plans and specifications of COUNTY. In the event of such damage, COUNTY may, at its option, elect to terminate this Agreement. For purposes of this Agreement, an "act of God" shall be defined as an earthquake in excess of 3.5 on the Richter Scale and a tidal wave.

1 **16.5. Resolution of Claims.** COUNTY and CONTRACTOR agree to follow and comply
2 with the mediation, arbitration, claim, civil action procedure and trial de novo
3 provisions set forth in California Public Contracts Code §§ 9204 and 20104 – 20104.6.

4 **16.6. No Limitation of Rights.** The options and rights granted to COUNTY herein shall not
5 be deemed as limitations upon the other rights and remedies of COUNTY in the event
6 of a failure of performance or breach by CONTRACTOR, and COUNTY shall be
7 entitled to exercise the rights and remedies hereinabove specified and all other rights
8 and remedies which may be provided in this Agreement or by law or in equity, either
9 cumulatively or consecutively, and in such order as COUNTY in its sole discretion shall
10 determine.

11 **17. NON-DISCRIMINATION.**

12 **17.1.** During the performance of this Agreement, CONTRACTOR and its subcontractors
13 shall not unlawfully discriminate, harass or allow harassment against any employee or
14 applicant for employment because of sex, race, color, ancestry, religious creed, national
15 origin, physical disability (including HIV and AIDS), mental disability, medical
16 condition (cancer), age (over forty (40)), marital status and denial of family care leave.

17 **17.2.** CONTRACTOR and its subcontractors shall insure that the evaluation and treatment of
18 their employees and applicants for employment are free from such discrimination and
19 harassment.

20 **17.3.** CONTRACTOR and its subcontractors shall comply with the provisions of the Fair
21 Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable
22 regulations promulgated thereunder (California Code of Regulations, Title 2, Section
23 7285 et seq.).

24 **17.4.** The applicable regulations of the Fair Employment and Housing Commission
25 implementing Government Code §12990 (a-f), set forth in Chapter 5 of Division 4 of
26 Title 2 of the California Code of Regulations, are incorporated into this Agreement by
27 reference and made a part hereof as if set forth in full.

28 **17.5.** The applicable regulations of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C.

§794 (a)) are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

17.6. CONTRACTOR and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

17.7. CONTRACTOR shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform Work under this Agreement.

18. **DISADVANTAGED BUSINESS ENTITY COMPLIANCE.**

18.1. When applicable, CONTRACTOR and its subcontractors shall reference and abide by the guidance and Disadvantaged Business Enterprise (“DBE”) specifications contained in the California Department of Transportation’s Standard Specifications.

18.2. CONTRACTOR represents and warrants that is has fully read the applicable DBE requirements pertaining to this Project and has fully and accurately completed any and all required DBE forms.

18.3. CONTRACTOR represents and warrants that it will comply with all applicable DBE requirements for this Project.

18.4. CONTRACTOR shall comply with the applicable DBE provisions attached hereto as **Exhibit “D”** and incorporated by this reference as though fully set forth herein.

18.5. If any state or federal funds are withheld from COUNTY or not reimbursed to COUNTY due to CONTRACTOR’s failure to either comply with the DBE requirements set forth in the RFP and this Agreement, or to meet the mandatory DBE goals as determined by COUNTY, Caltrans, the Federal Highway Administration, and/or any other state or federal agency contributing funds to the Project, then CONTRACTOR shall fully reimburse COUNTY the amount of funding lost. COUNTY reserves the right to deduct any such loss in funding from the amount of compensation due to CONTRACTOR under this Agreement.

18.6. In addition to the above, CONTRACTOR’s failure to comply with DBE requirements/goals shall subject it to such sanctions as are permitted by law, which may

include, but shall not be limited to the following:

18.6.1. Termination of this Agreement;

18.6.2. Withholding monthly progress payments;

18.6.3. Denial of payment for any portion of the Project that was committed at the time of the execution of this Agreement to be performed by a DBE subcontractor, but was completed by CONTRACTOR or a substitute non-DBE subcontractor;

18.6.4. Compensatory, special, incidental, liquidated and other damages; and/or

18.6.5. Designation of CONTRACTOR as “nonresponsible,” and disqualification from bidding on future public works projects advertised by COUNTY.

19. PREVAILING WAGE.

19.1. CONTRACTOR and its subcontractors shall pay all workers employed on the Project the higher of either the rates determined by the Director of the California Department of Industrial Relations (“DIR”) or, when applicable, the Davis-Bacon Federal wage rates as supplemented by the Department of Labor regulations. The Davis-Bacon Federal wage rates are attached to the RFP. Copies of the State prevailing rate of per diem wages are on file with the Department of Industrial Relations, Division of Apprenticeship Standards, 445 Golden Gate Avenue, San Francisco, California, and at COUNTY’s Department of Public Works, and are available to CONTRACTOR and any other interested party upon request. CONTRACTOR shall post the prevailing rate of per diem wages to be posted at the Project site.

19.2. CONTRACTOR is aware of Labor Code Sections 1720 et seq, and 1770 et seq., as well as California Code of Regulations, Title 8 , Section 16000 et seq. (“Prevailing Wage Law”), which require the payment of prevailing wage rates and the performance of other requirements on certain “public works” projects, including work done for irrigation, utility, reclamation, and improvement districts, and other districts of this type. The Work on the Project involves “public works”, as defined by the Prevailing Wage Laws, and the total compensation is \$1,000 (one thousand) dollars or more. Contractor therefore agrees to fully comply with such Prevailing Wage Laws. To the

1 extent required under the Civil Code or any other provision of law, Contractor shall
2 deliver bonds to secure the payment of its workers and subcontractors, including the
3 payment of wages to works performing the work identified in Labor Code section
4 1720(a)(2).

5 **19.3.** CONTRACTOR is responsible for compliance with the provisions herein.

6 **19.4.** Mandatory Registration with the Department of Industrial Relations – NEW
7 REQUIREMENTS PURSUANT TO SB 854.

8 **19.4.1.** CONTRACTOR and its subcontractors shall register with the DIR and pay all
9 applicable fees as set forth in Labor Code section 1725.5.

10 **19.4.2.** CONTRACTOR and its subcontractors acknowledge that they shall not be listed
11 on any bid proposal for a public works project (submitted on or after March 1,
12 2015) unless registered with the DIR pursuant to Labor Code section 1725.5.
13 The requirements of this section shall apply unless one of the limited exceptions
14 provided under Labor Code Section 1771.1(a) applies.

15 **19.4.3.** CONTRACTOR and its subcontractors acknowledge that they shall not be
16 awarded any contract for public work on a public works project (awarded on or
17 after April 1, 2015) unless registered with the DIR pursuant to Labor Code
18 section 1725.5.

19 **19.4.4.** The Project described herein is subject to compliance monitoring and
20 enforcement with the DIR.

21 **19.4.5.** For further information concerning compliance with SB 854, please visit:
22 <http://www.dir.ca.gov/Public-Works/SB854.html>.

23 **19.5.** Cognizance of Violations by County.

24 **19.5.1.** CONTRACTOR understands and agrees that COUNTY shall take cognizance of
25 violations of Chapter 1 of Part 7 of Division 2 of the California Labor Code
26 committed in the course of the execution of this Agreement, and shall promptly
27 report any suspected violations to the Labor Commissioner.

28 **19.5.2.** If CONTRACTOR determines as a result of its own investigation that there has

1 been a violation of Chapter 1 of Part 7 of Division 2 of the California Labor
2 Code and withholds payment to CONTRACTOR, the procedures in California
3 Labor Code §1771.6 shall be followed.

4 **19.5.3.** CONTRACTOR may bring an action in a court of competent jurisdiction to
5 recover from COUNTY the difference between the wages actually paid to an
6 employee and the wages that were required to be paid to an employee pursuant
7 to Chapter 1 of Part 7 of Division 2 of the California Labor Code, any penalties
8 required to be paid pursuant to Chapter 1 of Part 7 of Division 2 of the
9 California Labor Code, and costs and attorney's fees related to the action, if
10 either of the following is true:

- 11 **(a)** COUNTY previously affirmatively represented to CONTRACTOR in
12 writing, in the call for bids, or otherwise, that the Work was not a "public
13 work," as defined in Chapter 1 of Part 7 of Division 2 of the California
14 Labor Code; or
15 **(b)** COUNTY received actual written notice from the Department of
16 Industrial Relations that the Work is a "public work," as defined in
17 Chapter 1 of Part 7 of Division 2 of the California Labor Code, and
18 failed to disclose that information to CONTRACTOR before the bid
19 opening or award.

20 **19.6.** Prevailing Wage Rates and Payroll Records.

21 **19.6.1.** CONTRACTOR agrees to comply with §§1775 and 1776 of the California
22 Labor Code relating to the payment of prevailing wage and the maintenance of
23 certified payroll records and to make the certified payroll records available for
24 inspection at all reasonable hours at CONTRACTOR's principal office. The
25 responsibility for compliance with these provisions is fixed with
26 CONTRACTOR. CONTRACTOR understands and agrees that it shall, as a
27 penalty to COUNTY, forfeit specific monetary fines for each worker paid less
28 than the prevailing wage rates as determined by the Labor Commissioner for the

1 work or craft in which the worker is employed for any Work done pursuant to
2 this Agreement.

3 **19.6.2. Prevailing Wage Compliance For those Projects subject to DIR Monitoring and**
4 **Enforcement.** CONTRACTOR has reviewed and agrees to comply with any
5 applicable provisions for those Projects subject to Department of Industrial
6 Relations (DIR) Monitoring and Enforcement of prevailing wages. COUNTY
7 hereby notifies CONTRACTOR that CONTRACTOR is responsible for
8 complying with the requirements of Senate Bill 854 (SB854) regarding certified
9 payroll record reporting. Further information concerning the requirements of
10 SB854 is available on the DIR website located at: [http://www.dir.ca.gov/Public-](http://www.dir.ca.gov/Public-Works/PublicWorksEnforcement.html)
11 [Works/PublicWorksEnforcement.html](http://www.dir.ca.gov/Public-Works/PublicWorksEnforcement.html).

12 **19.6.3.** CONTRACTOR shall be liable for penalties pursuant to this section when a
13 subcontractor on the Project fails to pay its workers the general prevailing rate
14 of per diem wages and any of the following conditions are met:

- 15 (a) CONTRACTOR had knowledge of that failure of the subcontractor to
16 pay the specified prevailing rate of wages to those workers; or
17 (b) CONTRACTOR fails to comply with the following requirement: The
18 contract executed between CONTRACTOR and the subcontractor for the
19 performance of Work on the Project shall include a copy of the
20 provisions of California Labor Code §§1771, 1775, 1776, 1777.5, 1813
21 and 1815; and
22 (c) CONTRACTOR fails to comply with the following requirement:
23 CONTRACTOR shall monitor the payment of the specified general
24 prevailing rate of per diem wages by the subcontractor to the employees,
25 by periodic review of the certified payroll records of the subcontractor;
26 and
27 (d) Upon becoming aware of the failure of the subcontractor to pay his or
28 her workers the specified prevailing rate of wages, CONTRACTOR shall

1 diligently take corrective action to halt or rectify the failure, including,
2 but not limited to, retaining sufficient funds due the subcontractor for
3 work performed on the public works project; and

- 4 (e) Prior to making final payment to the subcontractor for Work performed
5 on the Project, CONTRACTOR shall obtain an affidavit signed under
6 penalty of perjury from the subcontractor that the subcontractor has paid
7 the specified general prevailing rate of per diem wages to his or her
8 employees on the Project and any amounts due pursuant to California
9 Labor Code §1813.

10 **19.7. Work Day and Work Week Requirements.** CONTRACTOR agrees to comply with
11 §§1810 through 1815 of the California Labor Code and, when applicable, sections 103
12 and 107 of the Contract Work Hours and Safety Standards Act, 40 U.S.C. §§3700 et
13 seq., as supplemented by the Department of Labor regulations, which provide that
14 CONTRACTOR's workers and its subcontractor's workers may not be required or
15 permitted to work more than eight (8) hours in any one (1) calendar day and forty (40)
16 hours in any one (1) calendar week. Further, work performed by employees of
17 CONTRACTOR or its subcontractor in excess of eight (8) hours per day, and forty (40)
18 hours during any one (1) week, shall be compensated for all hours worked in excess of
19 eight (8) hours per day at not less than one and one-half (1½) times the basic rate of
20 pay. The responsibility for compliance with these provisions is fixed with
21 CONTRACTOR. CONTRACTOR understands and agrees that it shall, as a penalty to
22 COUNTY, forfeit specific monetary fines to COUNTY should CONTRACTOR or its
23 subcontractors fail to comply with the provisions contained within this Paragraph.

24 **19.8. Apprenticeship Requirements.**

25 **19.8.1.** CONTRACTOR agrees to comply with §§1777.5, 1777.6 and 1777.7 of the
26 California Labor Code relating to the employment of apprentices and to provide
27 COUNTY with copies of any contract award information and verified
28 statements of the journeyman and apprentice hours performed pursuant to this

Agreement as required by §1777.5(e). The responsibility for compliance with these provisions is fixed with CONTRACTOR for all apprenticeable occupations, where journeymen in the craft are employed on the public work, in a ratio of not less than one (1) apprentice for each five (5) journeymen (unless an exemption is granted in accordance with §1777.5) and CONTRACTOR and its subcontractors shall not discriminate among otherwise qualified employees as indentured apprentices on any public work solely on the ground of race, religious creed, color, national origin, ancestry, sex, or age, except as provided in California Labor Code §3077. Only apprentices, as defined in California Labor Code §3077, who are in training under apprenticeship standards and who have signed written apprentice agreements will be employed on public works in apprenticeable occupations. This section shall not be enforced if the not-to-exceed amount of this Agreement set forth and/or incorporated in the "COMPENSATION" Section is less than thirty thousand dollars (\$30,000).

19.8.2. If the Project falls within the jurisdiction of California Labor Code §1777.5, COUNTY shall, within five (5) days of the award, send a copy of the award to the Division of Apprenticeship Standards. In addition, COUNTY shall notify the Division of Apprenticeship Standards of a finding of any discrepancy regarding the ratio of apprentices to journeymen within five (5) days of the finding.

19.9. Labor Standards Compliance Requirements.

19.9.1. It is CONTRACTOR's responsibility to provide all labor compliance documentation from its subcontractors completely and accurately in a timely manner. CONTRACTOR is responsible to review promptly and then forward on all required documentation to COUNTY per the time schedules in the Labor Compliance Handout. Included with the Labor Compliance Handout, COUNTY will provide training, documentation requirements, forms, etc., at the preconstruction conference or at a time designated by COUNTY.

1 **19.9.2.** In the event, during the review process of labor compliance documentation from
2 COUNTY's labor compliance monitor, inaccurate, missing or incomplete
3 information was provided, the labor compliance monitor will request from
4 CONTRACTOR the items, revisions and documentation needed. The cost of
5 this additional labor compliance enforcement shall be borne by
6 CONTRACTOR.

7 **20. INELIGIBILITY.**

8 **20.1.** CONTRACTOR represents and warrants that it and its subcontractors are not ineligible
9 to work for COUNTY due to violations of Labor Code §§1777.1 and 1777.7.

10 **20.2.** If CONTRACTOR is deemed ineligible to perform work on public works projects
11 pursuant to Labor Code Sections 1777.1 or 1777.7, then CONTRACTOR shall be
12 prohibited from bidding on, being awarded an agreement for, or performing work as a
13 subcontractor on this Project, or any other public works project within the state of
14 California.

15 **21. SIGNAGE REQUIREMENTS.**

16 **21.1.** Project Identity Signage. CONTRACTOR is required to provide and install the
17 required project identity signage as detailed in the Plans and Specifications, in the size
18 and at the location indicated by the Director of Public Works or his/her designee, and to
19 maintain the signage in good condition for the duration of the Project. The signage may
20 not be removed until the Notice of Completion is recorded or by written direction of the
21 Director of Public Works or his/her designee.

22 **21.2.** Required Employee Signage and Posters. CONTRACTOR is required to provide and
23 install the Federal and State required employee posters and the required material
24 pertaining to the required labor standards provisions are posted (including, but not
25 limited to, WH-1321, OSHA 3165 and OFCCP-English, EFCCP-Spanish) at the
26 worksite in a prominent and accessible place.

27 **21.3.** Section 3 Compliant Signage. If required by COUNTY, CONTRACTOR is directed to
28 provide and install the "Offer for Employment" signage as detailed in the Plans and

Specifications in the size and at the location indicated by the Director of Public Works or his/her designee and to maintain the signage in good condition for the duration of the Project. The signage may not be removed until the Notice of Completion is recorded or by written direction of the Director of Public Works or his/her designee.

22. CONFLICT OF INTEREST AND GRATUITIES.

22.1. CONTRACTOR agrees that it presently has no interest and shall not acquire any interest, direct or indirect, which could conflict in any manner or degree with the performance of services required to be performed under this Agreement. CONTRACTOR further agrees that in the performance of this Agreement, no person having any such interest shall be employed.

22.2. CONTRACTOR agrees to designate such person or persons who have responsibility for carrying out the services under this Agreement and that such person or persons as may be designated shall take any and all actions necessary to comply with COUNTY's Conflict of Interest Code adopted pursuant to California Government Code §81000 to the extent required thereunder.

22.3. If it is found, after notice and hearing by COUNTY, that gratuities (in the form of entertainment., gifts, or otherwise) were offered or given by CONTRACTOR, or any agent or representative of CONTRACTOR, to any officer, employee or agent of COUNTY with a view toward securing a contract or securing favorable treatment with respect to the awarding or amending or the making of any determinations with respect to the performance of this Agreement, COUNTY may, by written notice to CONTRACTOR, terminate the right of CONTRACTOR to proceed under this Agreement and/or may pursue such other rights and remedies provided by law or under this Agreement.

22.4. In the event this Agreement is terminated as provided herein, COUNTY shall be entitled to:

22.4.1. Pursue the same remedies against CONTRACTOR as it could pursue in the event of a breach of the Agreement by CONTRACTOR; and

1 22.4.2. As a penalty in addition to any other damages to which it may be entitled by
2 law, to exemplary damages in an amount (as determined by COUNTY) which
3 shall be not less than three (3) nor more than ten (10) times the costs incurred by
4 CONTRACTOR in providing any such gratuities to any such officer, employee
5 or agent.

6 **23. HOUSING AND URBAN DEVELOPMENT ACT COMPLIANCE.**

7 When applicable, CONTRACTOR agrees to comply with Section 3 of the Housing and Urban
8 Development Act of 1968 (42 U.S.C. 3601 et seq.) which provides that to the greatest extent feasible,
9 CONTRACTOR shall provide job training, employment and contracting opportunities for low- or
 very-low income residents in connection with the Project. The responsibility for compliance with
 these provisions is fixed with CONTRACTOR.

10 **24. COPELAND “ANTI-KICKBACK” ACT COMPLIANCE.**

11 When applicable, CONTRACTOR agrees to comply with the Copeland Act
12 ([18 USC §874](#) and [40 USC §276c](#); [29 C.F.R. Part 3](#)) which precludes CONTRACTOR and its
13 subcontractors from in any way inducing an employee to give up any part of the compensation to
14 which he or she is entitled under his or her contract of employment. CONTRACTOR and its
15 subcontractors shall submit a weekly statement of the wages paid to each employee performing on
16 covered work during the preceding payroll period. CONTRACTOR understands and agrees that
17 should CONTRACTOR its subcontractors induce an employee working on a covered contract to give
18 up any part of the compensation to which he or she is entitled, the inducing party may be subject to a
 five thousand dollar (\$5,000) fine, or imprisonment for up to five (5) years, or both. CONTRACTOR
 also understands and agrees that willful falsification of the statement of compliance may subject the
 employer to civil or criminal prosecution and may be cause for contract termination or debarment. The
 responsibility for compliance with these provisions is fixed with CONTRACTOR.

19 **25. FAIR LABOR STANDARDS ACT COMPLIANCE.**

20 When applicable, CONTRACTOR agrees to comply with the Fair Labor Standards Act of 1938
21 as amended (29 U.S.C. 201 et seq.) which establishes minimum wage, overtime pay, recordkeeping,
22 and youth employment standards affecting full-time and part-time workers on the Project. The
 responsibility for compliance with these provisions is fixed with CONTRACTOR.

23 **26. CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER**
24 **RESPONSIBILITY MATTERS.**

25 When applicable, CONTRACTOR agrees to execute a certification regarding debarment,
26 suspension and other responsibility matters. The responsibility for compliance with this provision is
 fixed with CONTRACTOR.

27 **27. FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT**
28 **SPECIFICATIONS.**

 When applicable, CONTRACTOR agrees to incorporate the notice set forth in paragraph (d) of
 41 C.F.R. 60-4.2 relating to the “Equal Opportunity Clause” and the “Standard Federal Equal
 Employment Specifications.” The responsibility for compliance with this provision is fixed with

CONTRACTOR.

28. CLEAN AIR ACT AND THE FEDERAL WATER POLLUTION CONTROL ACT.

When applicable, CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 et seq.), the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.), Presidential Executive Order 11738 and Environmental Protection Agency regulations set forth at 40 C.F.R. Part 15. CONTRACTOR understands and agrees that violations shall be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency. The responsibility for compliance with these provisions is fixed with CONTRACTOR.

29. PROHIBITION ON THE USE OF FEDERAL FUNDS FOR LOBBYING.

When applicable, CONTRACTOR shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient. The responsibility for compliance with this provision is fixed with CONTRACTOR.

30. FEDERAL EMPLOYMENT ELIGIBILITY VERIFICATION.

CONTRACTOR shall verify name, date of birth and social security number, along with immigration information for non-citizens in order to verify the identity and employment eligibility of both citizen and non-citizen new hires. The responsibility for compliance with this provision is fixed with CONTRACTOR.

31. THE CIVIL RIGHTS, HCD AND AGE DISCRIMINATION ACT ASSURANCES.

31.1. During the performance of this Agreement, CONTRACTOR assures that no otherwise qualified person shall be excluded from participation or employment, denied program benefits or be subjected to discrimination based on race, color, national origin, gender, age or handicap, under any program or activity funded by this Agreement, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, and the Age Discrimination Act of 1975, and all implementing regulations. The responsibility for compliance with these provisions is fixed with CONTRACTOR.

31.2. CONTRACTOR and its subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. CONTRACTOR shall carry out the applicable requirements of 49 C.F.R. Chapter 26 in the award and administration of Department of Transportation assisted contracts. Failure by

1 CONTRACTOR to carry out these requirements is a material breach of this Agreement,
2 which may result in the termination of this Agreement, or such other remedy as
3 COUNTY deems appropriate. CONTRACTOR shall include the nondiscrimination and
4 compliance provisions of this Paragraph in all subcontracts to perform Work under this
5 Agreement.

6 **32. FEDERAL EQUAL EMPLOYMENT OPPORTUNITY REQUIREMENTS.**

7 **32.1.** CONTRACTOR hereby agrees that it will incorporate or cause to be incorporated into
8 any contract for construction work, or modification thereof, as defined in the regulations
9 of the Secretary of Labor at 41 C.F.R. Chapter 60, which is paid for in whole or in part
10 with funds obtained from the Federal Government or borrowed on the credit of the
11 Federal Government pursuant to a grant, contract, loan insurance, or guarantee, or
12 undertaken pursuant to any Federal program involving such grant, contract, loan,
13 insurance, or guarantee, the following equal opportunity clause. For the purposes of
14 this Subsection, the term "contractor" shall refer to CONTRACTOR, and the term
15 "contract" shall refer to this Agreement:

16 *"During the performance of this contract, the Contractor agrees as follows:*

- 17 (1) *The contractor will not discriminate against any employee or applicant for*
18 *employment because of race, color, religion, sex, or national origin. The*
19 *contractor will take affirmative action to ensure that applicants are*
20 *employed, and that employees are treated during employment, without*
21 *regard to their race, color, religion, sex, or national origin. Such action*
22 *shall include, but not be limited to the following: Employment, upgrading,*
23 *demotion, or transfer, recruitment or recruitment advertising; layoff or*
24 *termination; rates of pay or other forms of compensation; and selection*
25 *for training, including apprenticeship. The contractor agrees to post in*
26 *conspicuous places, available to employees and applicants for*
27 *employment, notices to be provided by the contracting officer setting forth*
28 *the provisions of this nondiscrimination clause.*

- 1 (2) *The contractor will, in all solicitations or advertisements for employees*
2 *placed by or on behalf of the contractor, state that all qualified applicants*
3 *will receive consideration for employment without regard to race, color,*
4 *religion, sex, or national origin.*
- 5 (3) *The contractor will send to each labor union or representative of workers*
6 *with which he has a collective bargaining agreement or other contract or*
7 *understanding, a notice to be provided by the agency contracting officer,*
8 *advising the labor union or workers' representative of the contractor's*
9 *commitments under section 202 of Executive Order 11246 of September*
10 *24, 1965, and shall post copies of the notice in conspicuous places*
11 *available to employees and applicants for employment.*
- 12 (4) *The contractor will comply with all provisions of Executive Order 11246*
13 *of September 24, 1965, and of the rules, regulations, and relevant orders*
14 *of the Secretary of Labor.*
- 15 (5) *The contractor will furnish all information and reports required by*
16 *Executive Order 11246 of September 24, 1965, and by the rules,*
17 *regulations, and orders of the Secretary of Labor, or pursuant thereto, and*
18 *will permit access to his books, records, and accounts by the contracting*
19 *agency and the Secretary of Labor for purposes of investigation to*
20 *ascertain compliance with such rules, regulations, and orders.*
- 21 (6) *In the event of the contractor's non-compliance with the nondiscrimination*
22 *clauses of this contract or with any of such rules, regulations, or orders,*
23 *this contract may be canceled, terminated or suspended in whole or in*
24 *part and the contractor may be declared ineligible for further Government*
25 *contracts in accordance with procedures authorized in Executive Order*
26 *11246 of September 24, 1965, and such other sanctions may be imposed*
27 *and remedies invoked as provided in Executive Order 11246 of September*
28 *24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as*

otherwise provided by law.

(7) the contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.”

32.2. CONTRACTOR further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally-assisted construction work; provided that if CONTRACTOR so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the Agreement.

32.3. CONTRACTOR agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of Contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the Department and HUD and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency’s primary responsibility for securing compliance.

32.4. CONTRACTOR further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a

contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally-assisted construction contracts, pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, CONTRACTOR agrees that if it fails or refuses to comply with these undertakings, COUNTY may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this funding commitment (contract, loan, grant, insurance, guarantee); refrain from extending any further assistance to the applicant under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such Contractor; and refer the case to the Department of Justice for appropriate legal proceedings.

33. ASSIGNMENT OF CLAIMS – CLAYTON OR CARTWRIGHT ACTS.

CONTRACTOR shall comply with the following provisions regarding the assignment of claims arising from either the Clayton Act or the Cartwright. For the purposes of this Section, the term “contractor” shall refer to CONTRACTOR, the term “awarding body” shall refer to COUNTY, and the term “public works contract” shall refer to this Agreement:

“In entering into a public works contract or a subcontract to supply goods, services, or materials pursuant to a public works contract, the contractor or subcontractor offers and agrees to assign to the awarding body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the contractor, without further acknowledgment by the parties.”

34. NON-COLLUSION.

CONTRACTOR agrees he/she has executed and submitted with the Bid a Non-Collusion Affidavit that complies with Cal. Public Code §7106, included in **Exhibit “B”** and incorporated herein.

35. NOTICES AND REPORTS.

35.1. All notices and reports under this Agreement shall be in writing and may be given by

personal delivery or by mailing by certified mail, addressed as follows:

COUNTY
Imperial County Department of Public Works
Attention: Director

CONTRACTOR
«Consultant_Business_Name»
«Consultant_Street_Address»

155 South Eleventh Street
El Centro, CA 92243

«Consultant_City_State»

with copies to:

Imperial County Executive Office
Attention: County Executive Officer
940 West Main Street, Suite 208
El Centro, CA 92243

and:

Imperial County Department of Human
Resources and Risk Management
Attention: Director
940 West Main Street, Suite 101
El Centro, CA 92243

35.2. Notices and reports under this Agreement may be given by personal delivery or by mailing by certified mail at such other address as either Party may designate in a notice to the other Party given in such manner. Any notice given by mail shall be considered given when deposited in the United States Mail, postage prepaid, addressed as provided herein.

36. **ENTIRE AGREEMENT.**

This Agreement contains the entire agreement between COUNTY and CONTRACTOR relating to the transactions contemplated hereby and supersedes all prior or contemporaneous agreements, understandings, provisions, negotiations, representations, or statements, either written or verbal.

37. **ASSIGNMENT.**

Neither this Agreement nor any duties or obligations hereunder shall be assignable by CONTRACTOR without the prior written consent of COUNTY.

38. **MODIFICATION.**

No modification, waiver, amendment, discharge, or change of this Agreement shall be valid unless the same is in writing and signed by the Party against whom the enforcement of such modification, waiver, amendment, discharge, or change is or may be sought.

39. **CAPTIONS.**

Captions in this Agreement are inserted for convenience of reference only and do not define, describe or limit the scope or the intent of this Agreement or any of the terms thereof.

40. **PARTIAL INVALIDITY.**

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

1 **41. GENDER AND INTERPRETATION OF TERMS AND PROVISIONS.**

2 Words and expressions in the masculine gender include the feminine and neuter genders.
3 Words and expressions in the singular include the plural and words and expressions in the plural
4 include the singular. CONTRACTOR as used in this Agreement or in any other document referred to
5 in or made a part of this Agreement shall likewise include both singular and the plural, a corporation, a
6 partnership, individual, firm or person acting in any fiduciary capacity as executor, administrator,
7 trustee or in any other representative capacity or any other entity. All covenants herein contained on
8 the part of CONTRACTOR shall be joint and several if more than one person, firm or entity executes
9 the Agreement.

10 **42. WAIVER.**

11 No waiver of any breach or of any of the covenants or conditions of this Agreement shall be
12 construed to be a waiver of any other breach or to be consent to any further or succeeding breach of the
13 same or any other covenant or condition.

14 **43. CHOICE OF LAW.**

15 The laws of the State of California shall govern this Agreement. This Agreement is made and
16 entered into in Imperial County, California. Any action brought by either Party with respect to this
17 Agreement shall be brought in a court of competent jurisdiction within said County.

18 **44. AUTHORITY.**

19 **44.1.** Each individual executing this Agreement on behalf of CONTRACTOR represents and
20 warrants that:

21 **44.1.1.** He/She is duly authorized to execute and deliver this Agreement on behalf of
22 CONTRACTOR;

23 **44.1.2.** Such execution and delivery is in accordance with the terms of the Articles of
24 Incorporation or Partnership, any by-laws or Resolutions of CONTRACTOR
25 and;

26 **44.1.3.** This Agreement is binding upon CONTRACTOR in accordance with its terms.

27 **44.2.** CONTRACTOR shall deliver to COUNTY evidence acceptable to COUNTY of the
28 foregoing within thirty days of execution of this Agreement.

45. COUNTERPARTS.

This Agreement and any subsequent modifications may be executed in any number of
counterparts, each of which when executed shall be an original, and all of which together shall
constitute one and the same Agreement. No counterparts shall be effective until all Parties have
executed a counterpart hereof.

46. TIMING.

The Parties agree that time is of the essence in this Agreement.

1 **47. REVIEW OF AGREEMENT TERMS.**

2 **47.1.** Each Party has had the opportunity to receive independent legal advice from its
3 attorneys with respect to the advisability of making the representations, warranties,
4 covenants and agreements provided for herein, and with respect to the advisability of
5 executing this Agreement.

6 **47.2.** Each Party represents and warrants to and covenants with the other Party that:

7 **47.2.1.** This Agreement in its reduction to final written form is a result of extensive
8 good faith negotiations between the Parties and/or their respective legal counsel;
9 and

10 **47.2.2.** The Parties and/or their legal counsel have carefully reviewed and examined this
11 Agreement for execution by said Parties.

12 **47.3.** Any statute or rule of construction that ambiguities are to be resolved against the
13 drafting party shall not be employed in the interpretation of this Agreement.

14 **48. APPENDIX E OF THE TITLE VI ASSURANCES.**

15 During the performance of this contract, the CONTRACTOR, for itself, its assignees, and
16 successors in interest agrees to comply with the following nondiscrimination statutes and
authorities; including but not limited to:

17 **48.1.** Pertinent Nondiscrimination Authorities:

- 18 (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq, 78 stat. 252),
19 (prohibits discrimination on the basis of race, color, national origin); and 49
CFR Part 21.
- 20 (b) The Uniform Relocation Assistance and Real Property Acquisition Policies Act
21 of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or
22 whose property has been acquired because of Federal or Federal-Aid programs
and projects);
- 23 (c) Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), prohibits
24 discrimination on the basis of sex);
- 25 (d) Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.) as
26 amended, (prohibits discrimination on the basis of disability); and 49 CFR Part
27 27;
- 28 (e) The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.),
(prohibits discrimination on the basis of age);
- (f) Airport and Airway Improvement Act of 1982, 949 U.S.C. § 4 71, Section 4
7123), as amended, (prohibits discrimination based on race, creed, color,
national origin, or sex);
- (g) The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope,
coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age

1 Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973,
2 by expanding the definition of the terms “programs or activities” to include all the
3 programs or activities of the Federal-aid recipients, subrecipients and
4 contractors, whether such programs or activities are Federally funded or not);
5 (h) Titles II and III of the Americans with Disabilities Act, which prohibit
6 discrimination on the basis of disability in the operation of public entities, public
7 and private transportation systems, places of public accommodation, and certain
8 testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of
9 Transportation regulations at 49 C.F.R. parts 37 and 38;
10 (i) The Federal Aviation Administration’s Nondiscrimination statute (49 U.S.C. §
11 47123) (prohibits discrimination on the basis of race, color, national origin, and
12 sex);
13 (j) Executive Order 12898, Federal Actions to Address Environmental Justice in
14 Minority Populations and Low-Income Populations, which ensures
15 discrimination against minority populations by discouraging programs, policies,
16 and activities with disproportionately high and adverse human health or environmental
17 effects on minority and low-income populations;
18 (k) Executive Order 13166, Improving Access to Services for persons with Limited
19 English Proficiency, and resulting agency guidance, national origin
20 discrimination includes discrimination because of limited English proficiency
21 (LEP). To ensure compliance with Title VI, you must take reasonable steps to
22 ensure that LEP persons have meaningful access to your programs (70
23 Fed. Reg. at 74087 to 74100);
24 (l) Title IX of the Education Amendment of 1972, as amended, which prohibits you
25 from discriminating because of sex in education programs or activities (20
26 U.S.C. 1681 et seq).

1 **IN WITNESS WHEREOF**, the Parties have executed this Agreement on the day and year first above
2 written.

3 **County of Imperial**

<<Business Entity Name>>

4
5 By: _____
6 John Hawk, Chairman
7 Imperial County Board of Supervisors

By: _____
«Consultant_Name_for_Signature»

8 **ATTEST:**

9
10 By: _____
11 Cynthia Medina
12 Clerk of the Board of Supervisors

13 **APPROVED AS TO FORM:**

14 Eric R. Havens,
15 County Counsel

16
17 By: _____
18 Mistelle Abdelmagied,
19 Assistant County Counsel

EXHIBIT B

GENERAL SPECIFICATIONS

I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243

COUNTY PROJECT NO. SR7117SS

LAWS AND REGULATIONS

The contractor shall comply with all applicable and current local, state and federal laws, guidelines, standards, and California building codes.

SCHEDULE WORK HOURS

Monday-Friday between 7:00AM to 5:00PM per article 19, Hours of Work.

PROJECT DESCRIPTION

The offices of Social Services have needed upgrades to their existing interview rooms to provide a better service to the public. These upgrades include improvements to the existing interview rooms located at suit 105, It also needs a better layout distribution, to comply with ADA standards.

SCOPE OF WORK

Scope of work shall include, but not be limited to, the following items, all as required for the proper performance and completion of the work:

Mobilization/Demobilization

Mobilization/Demobilization shall consist of preparatory work and operations including, but not limited to, those necessary for the movement of personnel, equipment, supplies and incidentals to the Project site and removal from the Project Site, for all other work and operations that must be performed or costs incurred before beginning work and after end of work on the various Contract items on the Project site.

Mobilization/Demobilization shall include, but not be limited to, the following items, all as required for the proper performance and completion of the work:

- Obtaining all permits, licenses, insurance, and bonds. Providing copies to the County. Paying the fees and taxes, unless otherwise paid for under the various items of work.

- Submitting all required Subcontractor insurance certificates and bonds.
- Having the CONTRACTOR'S representative at the Jobsite full-time; provision of project administration, overhead costs and equipment rentals.
- Furnishing of Construction Schedule, Contract Price Breakdown (Schedule of Values) and Submittal Schedules.
- Paying other miscellaneous fees and addressing general conditions and all overhead costs.

Interview Room Improvements:

- Demolition of (16) existing Interview Rooms and Construction of (8) New Interview Room and (2) Telephone Rooms - Layout complying ADA Standards.
- Installation of a new service counter.
- Replacement of the existing flooring/ match in color and design with the existing.
- Installation of Accessible countertops in plastic laminated material at new interview rooms and telephone rooms.
- Installation of new T-Bar system and ceiling tiles per new layout.
- Upgrading of existing lighting at new interview and new telephone rooms.
- Installation of emergency lights with exit sign at new hallways.
- Installation of new electrical outlets and data drops.
- Furnish and install new supply air diffusers, return air diffusers, ductwork per new layout.
- Interior paint.
- Installation of existing semi-recessed cabinet fire extinguisher at new location.
- Rework or relocate Fire System Sprinkler heads per new layout.

See plans and specifications on exhibit F for a detailed scope of work.

The contract lump sum price paid for this project shall include full compensation for furnishing all labor, materials, tools, equipment and incidentals, and for doing all the work involved in this item of work as specified here in this Project Manual and no additional compensation shall be allowed therefore.

EXHIBIT C

SALES TAX CONDITIONS

**I.C. DEPARTMENT OF SOCIAL SERVICES -NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117SS

Sales Tax Condition.

- 1. Sales Tax Condition:** The permittee is required to have a Construction Site Permit reflecting the project site address, ensuring all eligible sales tax payments are allocated to the County of Imperial, Jurisdictional Code 13998. The permittee will provide the County of Imperial with a copy of the CDTFA account number and sub-permit for its contractor and subcontractors (if any) related to the job site. The permittee shall provide written verification to the County Executive Office that the necessary sales and use tax permits have been obtained prior to the issuance of any grading permits.
- 2. Construction/Material Budget:** Prior to a grading permit, the permittee will provide the County Executive Office with a construction materials budget, an official construction materials budget, or a detailed budget outlining the construction and materials cost for the processing facility on permittee letterhead.
- 3. County of Imperial will require that all qualifying contractors and subcontractors exercise their option to obtain a California Department of Tax and Fee Administration (CDTFA) sub-permit for the jobsite and allocate all eligible use tax payments to Imperial County and LTA.**
- 4. Prior to commencement of any construction activity at the Project Site, County of Imperial shall require that the contractor or subcontractor provide County with a copy of their CDTFA account number and sub-permit. County of Imperial shall either cause its construction contractor to treat the Project in accordance with California Sales and Use Tax Regulation 1521(b)(2)(B), California Sales and Use Tax Regulation 1521(c)(13)(B), and California Sales and Use Tax Regulation 1826(b) for sales and use tax purposes, or form a "Buying Company" as defined in the California Sales and Use Tax Regulation 1699(h). County of Imperial may adopt an alternate methodology to accomplish this goal if such methodology is approved by the County's Executive Officer, which approval shall not be unreasonably withheld or delayed, prior to issuance of any building permit.**

5. No later than forty-five (45) days after the due date for filing sales and use tax returns for each calendar quarter, occurring after the commencement of any construction activity on-site through and including the first anniversary of commercial operating date ("COD"), Contractor shall report to County of Imperial, the total amount of sales and use taxes related to the Project that are allocated to the County, and reported on County of Imperial's, general contractor's and subcontractors' applicable California sales and use tax returns.
6. **Guarantee Amounts.** Prior to the issuance of any building permit for the Project, Contractor shall provide County with a guarantee of the minimum sales and use taxes (based on a total construction and materials budget for the Project) that will be received by County and LTA under existing applicable sales and use tax laws. Contractor warrants that the sales/use tax guarantee amounts to be provided to County as mandated in this paragraph shall be true and accurate estimates of the projected sales and use taxes that will be generated for this Project. Contractor shall provide County with evidence of the projected sales/use taxes for the Project, including but not limited to sales tax receipts, and executed or anticipated engineering contracts, procurement contracts, and construction contracts. If the Parties are unable to agree upon a guarantee amount, then the dispute shall be referred to an independent accountant mutually acceptable to both Parties. The costs for such nonbinding mediation shall be borne by Contractor. Contractor warrants that the sales/use tax guarantee amounts to be provided to County as mandated in this paragraph will incorporate any and all sales/use tax exemptions that Contractor and/or its subcontractors intend to utilize, and that such exemptions will be disclosed to County fully and in good faith prior to the issuance of any building permit for this Project. Contractor understands and acknowledges that the sales/use tax guarantee amounts to be provided to County as mandated by this paragraph are a part of the consideration to be received by County in return for entering into this Agreement, and further understands and acknowledges that County would not enter into this Agreement but for said guarantee from Contractor. In the event that County and / or LTA receives less than the amount of sales / use taxes guaranteed pursuant to this paragraph, then Contractor shall pay, as and when provided below, to County or LTA as applicable, the amount of the applicable shortfall.
7. Adjustments to Guarantee Amounts.
 - a) The amount of sales and use tax anticipated to be generated is based on the projected construction materials. Additional construction materials beyond the original contract now projected will require the sales / use tax guarantee amounts to be adjusted.
 - b) To the extent of any reduction in the size of the Project as the result of any final ruling, stipulated judgment, or settlement, the sales / use tax guarantee amounts mandated under paragraph D

shall be reduced pro rata based on the size of such reduction. To the extent of any reduction in the size of the Project as the result of any final ruling, stipulated judgment, or settlement, in accordance with Section V.C below, the not-to-exceed amounts set forth in Section III.B shall be reduced pro rata based on the size of such reduction.

8. The complete amount due to County for the Project must be received within one (1) year after Project Closeout/Completion for this Project. If, within one (1) year after issuance of the final Certificate of Occupancy, the sales and use taxes received by the County are less than the amount guaranteed for that portion of the project, Contractor shall pay the difference to the County.
9. Payments to County and LTA as a result of a shortfall shall be due within thirty days of County of Imperial's receipt of written notice of shortfall from the County. Payments received by County after the ninetieth (90th) day following County of Imperial's receipt of notice shall be deemed late. County of Imperial hereby agrees to pay interest at the rate of six percent (6%) per annum of the payment due for any payment received by County beyond the due date. Said interest shall be included with the late payment. The obligation to pay interest shall be stayed when such amounts are disputed in good faith, so long as Contractor submits the payments "under written protest." Upon determination of dispute, such interest may be assessed if it is determined that the dispute was not made in good faith.
10. In the event that Contractor repowers or replaces the equipment onsite, each Site shall be designated as the "Point of Sale" so as to create an additional local tax-funding source for the County of Imperial.

EXHIBIT D

ASBESTOS REPORT

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117SS



**ENVIRO
CHECK**

9550 Waples Street, Suite 125
San Diego, CA 92121
Tel: (858) 622-1222
Fax: (858) 622-1200
www.envirocheck.com
(800) 665-7586



NVLAP Lab Code: 200973-0

Inspection Date: 5/6/2025

Report Date: 5/21/2025

Limited Asbestos Survey

Customer: MPA Architects
3578 30th Street
San Diego, CA 92104

Job Location: Imperial County Department of Social Services
Project#: 25115
2995 South 4th Street
El Centro, CA 92243

1.0 Introduction/ Laboratory Summary:

This report presents the analytical results of the Limited Asbestos Survey of specified materials and locations as requested and directed by the client that was performed at the subject property listed above by Envirocheck, Inc. If suspect asbestos materials are uncovered and/or discovered during the renovation and/or repair activities, suspend all activities, secure, stabilize the area until the newly discovered suspect materials are tested. Unless noted, this survey excludes sampling of the concrete slab/foundation, ceramic tile systems and masonry products.

Please read entire report prior to initiating any action.

The sampled materials that exceeded the EPA definition of Asbestos Containing Material (ACM) of >1% and/or the Cal-OSHA definition of Asbestos Containing Construction Material (ACCM) of >0.1% and/or found as Trace for asbestos content were:

- None

Positive Results:

#	Location	Material	Notes	Total % Asbestos	Types of Asbestos Present	Friable Condition	Sq. Ft.*
---	----------	----------	-------	------------------	---------------------------	-------------------	----------

No asbestos detected in the samples tested

Negative Results:

#	Location	Material	Notes
1	Room 8	Drywall Mud	
2	Room 10	Drywall Mud	
3	Room 13	Drywall Mud	
4	Room 18	Drywall Mud	
5	Room 9	Drywall & Mud Composition	
5.01	Room 9	Drywall Mud	
5.02	Room 9	Drywall	
6	Room 15	Drywall & Mud Composition	
6.01	Room 15	Drywall Mud	

6.02	Room 15	Drywall	
7	Hallway 1	Drywall & Mud Composition	
7.01	Hallway 1	Drywall Mud	
7.02	Hallway 1	Drywall	
8	Room 4 (Teal)	Base Cove	
9	Room 4 (Teal)	Base Cove Adhesive	
10	Room 17 (Teal)	Base Cove	
11	Room 17 (Teal)	Base Cove Adhesive	
12	Room 9 (Green)	Base Cove	
13	Room 9 (Green)	Base Cove Adhesive	
14	Room 10 (Brown)	Base Cove	
15	Room 10 (Brown)	Base Cove Adhesive	
16	Room 4 - Floor	Vinyl Composite Tile	
17	Room 4 - Floor	Vinyl Tile Adhesive	
18	Room 17 - Floor	Vinyl Composite Tile	
19	Room 17 - Floor	Vinyl Tile Adhesive	
20	Room 8 - Ceiling	Ceiling Tile	
21	Room 16 - Ceiling	Ceiling Tile	

2.0 Background, Sampling Protocol, and Test Methods

Testing by:

Engaged by Representative:

Survey by:

Purpose of inspection:

Structure:

Exterior:

Roof:

Occupied?:

Exterior Condition:

Roof Condition:

Year Built:

Exterior Debris Pile(s):

No. of Stories:

Debris Pile Location(s):

Approx. SQ FT:

Debris Pile Size:

Foundation:

Debris Pile Contents:

Air Handling:

- Envirocheck personnel identified all accessible and recognizable types of suspect ACM and PACM that were anticipated to be impacted by the renovation and/or repair. Suspect materials which were not anticipated to be impacted were not sampled.
- The inspector performed an inspection for suspect asbestos containing materials listed above following the provisions of 40 CFR Part 763.86.
- The inspector is Cal/OSHA certified and conformed to procedures outlined in the EPA Building Inspector Course.
- Modified AHERA (Asbestos Hazard Emergency Response Act) sampling methods and protocols were used.
- The samples were submitted to Envirocheck's in-house laboratory, located at 9550 Waples Street, Suite 125, San Diego, CA 92121, (800) 665-7586.
- Envirocheck, Inc. NVLAP Lab Code: 200973-0.
- Each asbestos sample collected was analyzed utilizing the methods specified in EPA – Appendix E to Subpart E of 40 CFR Part 763: "Interim Method of the Determination of Asbestos in Bulk Insulation Samples" and EPA/600/R-93/116: "Method for the Determination of Asbestos in Bulk Building Materials", by a NVLAP-accredited laboratory.
- When Non-Friable Asbestos Containing Material (ACM) has suffered Damage and/or Disturbance, the Debris that is the result of the damage and/or disturbed ACM will be considered to be Friable ACM and shall be disposed of as Asbestos Containing Waste Material (ACWM).
- Asbestos testing and inspection was performed by David Rhea, CSST# 13-5119, of Envirocheck, on 5/6/2025, under the direction of Michael Powers, CAC# 11-4750.

3.0 Applicable Actions:

- Periodic surveillance for materials found in Good Condition
- As applicable, materials found to be in Good Condition can be left and managed in place under a proper Operations and Maintenance (O & M) Plan
- Repair or removal for materials found in Damaged Condition
- Removal for materials found in Significant Damage
- Removal prior to renovation activities that may cause disturbance
- Prior to any renovation or planned disturbance of any ACM, the contractor should be furnished with a copy of this survey report

Notice 1: According to AHERA, 40 CFR, 763.87 (c)(1),(2) - (1) A homogeneous area is considered not to be Asbestos Containing Material (ACM) only when all required samples collected from a homogeneous area indicate levels below regulated limits and (2) a homogeneous area is considered ACM when at least one of the required samples collected indicates levels above regulated limits. According to AHERA, 40 CFR, 763.83 - A homogeneous area means an area of surfacing material, thermal system insulation material, or miscellaneous material that is uniform in color and texture.

Notice 2: Cal-OSHA (DOSH) defines asbestos containing construction materials (ACCM) as manufactured materials containing asbestos in amounts greater than 0.1% by weight. Cal-OSHA requires that contractors be registered with DOSH when disturbing ACCM. Note that if "any level" of asbestos is detected, Cal-OSHA still requires applicable worker protections, training, communication, notification and engineering controls in accordance with CCR Title 8 Section 1529, even if it is determined to be less than or equal to 0.1% asbestos by weight, however the contractor would not be required to be "registered" with DOSH if the level is at or below 0.1% asbestos by weight. The EPA defines asbestos containing materials (ACM) as materials containing asbestos in amounts greater than 1%. Polarized Light Microscopy (PLM) analysis has a limit of quantification of <1%. PLM samples determined to contain levels of less than or equal to 1% can be presumed to contain levels greater than 1% or can be submitted for 400 point count for a more accurate result (Limited to a qualified <1%). In order to determine if materials are less than or equal to 0.1%, the 1000 point count method and/or Transmission Electron Microscopy (TEM) method will be needed to determine levels with quantification limits of a minimum of 0.1% in accordance with EPA/600/R-93/116. The 400 point counting method assists in determining proper waste handling and appropriate jurisdiction of regulatory agencies (such as: EPA, NESHAP, APCD, AQMD) and cannot be used to determine DOSH registration requirements (where a combination of 1000 point counting and/or TEM analysis will be required as per EPA 600/93-R/116 Method). Request for additional types of analysis must be made by the client and additional analytical costs will apply.

Notice 3: Asbestos NESHAP Requirement to Perform Point Counting (May 8, 1991) – This applies to all regulated asbestos containing materials (RACM) as defined in 40 CFR Section 61.141.

- “First, a sample in which no asbestos is detected by polarized light microscopy (PLM) does not have to be pointed counted. However, a minimum of three slide mounts should be prepared and examined in their entirety by PLM to determine if asbestos is present. This process should be carefully documented by the laboratory.”
- “Second, if the analyst detects asbestos in the sample and estimates the amount by visual estimation to be less than 10%, the owner or operator of the building may (1) elect to assume the amount be greater than 1% and treat the material as asbestos-containing material or (2) require verification of the amount by point counting.” If no election is made, then the materials shall be presumed to be ACM.
- “Third, if a result obtained by point count is different from a result obtained by visual estimation, the point count result will be used.”
- It is the responsibility of the building owner, operator, and/or owner representative to determine the desired course of action and communicate the information to the relevant parties and request the laboratory to perform additional point count analysis as applicable. Point count laboratory analysis is not part of the standard procedure of PLM analysis and is considered an additional service.

Note: Interpretations of the regulatory language regarding wall system (i.e., drywall, gypsum board, wallboard, plaster and stucco) multi-layer composite sampling vary; therefore, it is important to be familiar with the local NESHAP (San Diego County APCD) enforcement and local OSHA enforcement agencies' individual interpretations of the standards to avoid citation and fines.

4.0 Asbestos-Related Terms

AHERA – Asbestos Hazard Emergency Response Act (Regulates school facilities)

ASHARA – Asbestos School Hazard Reauthorization Act (Includes public and commercial buildings under AHERA regulation)

ACM – Asbestos Containing Materials (Materials containing greater than one (1) percent by weight)

ACCM – Asbestos Containing Construction Materials (CAL-OSHA's term for materials containing greater than one tenth of one (0.1) percent by weight)

RACM – Regulated Asbestos-Containing Material (40 CFR Section 61.141)

PACM – Presumed Asbestos Containing Materials (Materials considered asbestos containing without laboratory analysis)

CAC – Certified Asbestos Consultant (State of California certified individual allowed to perform all aspects of asbestos related inspection, management, planning, and design work and to direct CSST(s) and review and execute asbestos reports under state law)

CSST – Certified Site Surveillance Technician (Allowed to perform all aspects of asbestos related inspection, management, and work under the direction of a CAC)

CAL-OSHA a.k.a. (**DOSH**) Division of Occupational Safety and Health (California governing body regulating worker protection)

OSHA – Occupational Health and Safety Administration

NIOSH – National Institute of Occupational Safety and Health

EPA – Environmental Protection Agency (Regulates environment and waste stream)

DOT – Department of Transportation

NESHAP – National Emissions Standards for Hazardous Air Pollutants

AQMD – **Air Quality Management District (Local division of NESHAP)**

NVLAP – National Voluntary Laboratory Accreditation Program

AIHA – American Industrial Hygiene Association

CFR – Code of Federal Regulations

CCR – **California Code of Regulations**

PLM – Polarized Light Microscopy (also known as “Bulk” sample)

PCM – Phase Contrast Microscopy

TEM – Transmission Electron Microscopy

APCD – Air Pollution Control District (Local division of NESHAP)

4.1 Laboratory Report Terms

ND – None Detected

A – Area Sample (Air monitoring)

AA – Area After (Clearance type sample)

P – Personal Sample (Employee monitoring type sample)

EX – Excursion (Employee monitoring type of sample during peak activities)

BK – Blank (Used for quality assurance)

Trace – Asbestos was detected in the PLM analysis, but not in the point count.

Negative – No asbestos detected, however it doesn't mean that there isn't any asbestos.

4.2 Laboratory Accreditation

NIST/NVLAP

National Institute of Standards and Technology

National Voluntary Laboratory Accreditation Program

NVLAP Lab Code: 200973-0



NVLAP Lab Code: 200973-0

For a detailed explanation of our accreditations and quality assurance program, contact Envirocheck.

5.0 Limitations

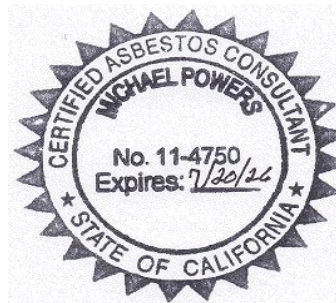
The findings set forth in this report are strictly limited to the time, date and scope of the investigation. The results presented in this report are based on the analytical testing performed by the certified laboratory. The results from the sampled locations are representative of the entire homogeneous material/areas and not just the locations sampled. According to AHERA, 40 CFR, 763.87 (c)(1),(2) - A homogeneous area is considered not to be Asbestos Containing Material (ACM) only when all required samples collected from a homogeneous area indicate levels below regulated limits and a homogeneous area is considered ACM when at least one of the required samples collected indicates levels above regulated limits. This report does not guarantee that all inaccessible, hidden, or indistinguishable materials will be identified or sampled. Samples were limited to the materials and locations listed on the chain of custody. Materials/areas that were not sampled shall be presumed to be asbestos containing until proven otherwise by appropriate sampling procedures. Square footages are estimates only and should not be used for bidding purposes.

6.0 Certified Asbestos Consultant Signature

Any individual performing services as an asbestos consultant or site surveillance technician as referenced and defined in section 1529(b) of Title 8 of the California Code of Regulations must be certified by the State of California, Division of Occupational Safety and Health (DOSH). Asbestos consultant shall maintain copies of AHERA training certificates for management planner, abatement project designer, abatement contractor and supervisor, and all subsequent annual refresher courses. The complete abatement project designer course certificate is only required for certifications provided after July 1, 1994. Site surveillance technician applicants shall maintain copies of AHERA training completion certificates for inspector, and abatement contractor and supervisor, and all subsequent annual refresher courses. Certificates for abatement worker and abatement project designer may be utilized in lieu of the abatement contractor and supervisor certificate. Specific qualifications are required pursuant to section 1529(o) of Title 8 of the California Code of Regulations for certification. The educational qualifications, (diploma, official transcript, or other proof), and qualifying work experience as specified in Business and Professions Code sections 7184 and 7185 have been met by the individual(s) performing asbestos related consulting activities or activities. Qualifying work experience includes technical work associated with asbestos consulting activities. Written site surveillance technician references attesting to the applicant's qualifying work experience which are certified under the penalty of perjury as required.



Michael Powers, CAC# 11-4750
mike@envirocheck.com





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San Diego, CA 92121
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www.envirocheck.com
(800) 665-7586



NVLAP Lab Code: 200973-0

Asbestos Laboratory Report, Page 1 of 3

Customer: MPA Architects
3578 30th Street
San Diego, CA 92104

Job Location: Imperial County Department of Social Services
Project#: 25115
2995 South 4th Street
El Centro, CA 92243

	2125050834	2125050835	2125050836	2125050837	2125050838	2125050838 Sub-Sample	2125050838 Sub-Sample	2125050839	2125050839 Sub-Sample	2125050839 Sub-Sample
Sample #	1	2	3	4	5	5.01	5.02	6	6.01	6.02
Asbestos	No	No	No	No	No	No	No	No	No	No
Total	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.

1° Type

2° Type

3° Type

Location	Room 8	Room 10	Room 13	Room 18	Room 9	Room 9	Room 9	Room 15	Room 15	Room 15
Material	Drywall Mud	Drywall Mud	Drywall Mud	Drywall Mud	Drywall & Mud Composition	Drywall Mud	Drywall	Drywall & Mud Composition	Drywall Mud	Drywall

Notes

Color	White	White	White	White	White	White	White	White	White	White
Homogeneous	Yes	Yes	Yes	Yes	No	No	No	No	No	No

Components:

Non-fibrous Material	X	X	X	X	X	X	X	X	X	X
Paint	X	X	X	X	X	X		X	X	
Tar										
Cellulose	<1%	<1%	<1%	<1%	2%	<1%	2%	2%	<1%	2%
Fiberglass					2%		2%	2%		2%
Synthetic Fibers										
Other 1										
Other 2										

Comments/ Method Departures	None	None	None	None	None	None	None	None	None	None
-----------------------------------	------	------	------	------	------	------	------	------	------	------

Received: 05/06/2025

Analyzed: 05/19/2025

Report Date: 05/19/2025

Analyst: *Danny Fang*
Danny Fang

Admin QC: MS
Lab QC: MF

Samples were analyzed in accordance with EPA - Appendix E to Subpart E of 40 CFR Part 763: "Interim Method of the Determination of Asbestos in Bulk Insulation Samples" and EPA/600/R-93/116: "Test Method for the Determination of Asbestos in Bulk Building Materials". The limit of detection for asbestos is <1%, and the limit of quantification is 1.0% or greater. The State of California defines an asbestos-containing construction material as having more than 0.1% asbestos. All samples are disposed of after 30 days unless the customer requests otherwise. This report shall not be reproduced except in full, without the written approval of the laboratory. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the U.S. Government. Test results apply to the sample as received. Asbestos percentage obtained through calibrated visual estimate. Components of inhomogeneous samples not analyzed separately unless listed as a sub-sample.

Various sample locations combined for composite purposes. *Not covered by NVLAP accreditation. Standard Deviation is $\pm 0.0\%$ for mean concentrations of 2-10% asbestos and $\pm 0.0\%$ for mean concentrations of >10% asbestos (1 Standard Deviation).



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(800) 665-7586



NVLAP Lab Code: 200973-0

Asbestos Laboratory Report, Page 2 of 3

Customer: MPA Architects
3578 30th Street
San Diego, CA 92104

Job Location: Imperial County Department of Social Services
Project#: 25115
2995 South 4th Street
El Centro, CA 92243

	2125050840	2125050840 Sub-Sample	2125050840 Sub-Sample	2125050841	2125050842	2125050843	2125050844	2125050845	2125050846	2125050847
Sample #	7	7.01	7.02	8	9	10	11	12	13	14
Asbestos	No	No	No	No	No	No	No	No	No	No
Total	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.

1^o Type

2^o Type

3^o Type

Location	Hallway 1	Hallway 1	Hallway 1	Room 4 (Teal)	Room 4 (Teal)	Room 17 (Teal)	Room 17 (Teal)	Room 9 (Green)	Room 9 (Green)	Room 10 (Brown)
Material	Drywall & Mud Composition	Drywall Mud	Drywall	Base Cove	Base Cove Adhesive	Base Cove	Base Cove Adhesive	Base Cove	Base Cove Adhesive	Base Cove

Notes

Color	White	White	White	Blue	White	Blue	Off-White	Green	Off-White	Brown
Homogeneous	No	No	No	No	No	No	No	No	No	No

Components:

Non-fibrous Material	X	X	X	X	X	X	X	X	X	X
Paint	X	X								
Tar										
Cellulose	2%	<1%	2%	<1%	2%	<1%	2%	<1%	2%	<1%
Fiberglass	2%		2%							
Synthetic Fibers										
Other 1										
Other 2										

Comments/Method Departures	None	None	None	None	None	None	None	None	None	None
----------------------------	------	------	------	------	------	------	------	------	------	------

Samples were analyzed in accordance with EPA - Appendix E to Subpart E of 40 CFR Part 763: "Interim Method of the Determination of Asbestos in Bulk Insulation Samples" and EPA/600/R-93/116: "Test Method for the Determination of Asbestos in Bulk Building Materials". The limit of detection for asbestos is <1%, and the limit of quantification is 1.0% or greater. The State of California defines an asbestos-containing construction material as having more than 0.1% asbestos. All samples are disposed of after 30 days unless the customer requests otherwise. This report shall not be reproduced except in full, without the written approval of the laboratory. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the U.S. Government. Test results apply to the sample as received. Asbestos percentage obtained through calibrated visual estimate. Components of inhomogeneous samples not analyzed separately unless listed as a sub-sample.

****Various sample locations combined for composite purposes. ***Not covered by NVLAP accreditation. Standard Deviation is $\pm 0.0\%$ for mean concentrations of 2-10% asbestos and $\pm 0.0\%$ for mean concentrations of >10% asbestos (1 Standard Deviation).**



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NVLAP[®]
TESTING
IAC-MRA
NVLAP Lab Code: 200973-0

Asbestos Laboratory Report, Page 3 of 3

Customer: MPA Architects
3578 30th Street
San Diego, CA 92104

Job Location: Imperial County Department of Social Services
Project#: 25115
2995 South 4th Street
El Centro, CA 92243

	2125050848	2125050849	2125050850	2125050851	2125050852	2125050853	2125050854			
Sample #	15	16	17	18	19	20	21			
Asbestos	No	No	No	No	No	No	No			
Total	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.	N.D.			
1 ^o Type										
2 ^o Type										
3 ^o Type										
Location	Room 10 (Brown)	Room 4 - Floor	Room 4 - Floor	Room 17 - Floor	Room 17 - Floor	Room 8 - Ceiling	Room 16 - Ceiling			
Material	Base Cove Adhesive	Vinyl Composite Tile	Vinyl Tile Adhesive	Vinyl Composite Tile	Vinyl Tile Adhesive	Ceiling Tile	Ceiling Tile			
Notes										
Color	Off-White	White	Yellow	White, Gray	Yellow	White, Gray	White, Gray			
Homogeneous	No	No	No	No	No	No	No			
Components:										
Non-fibrous Material	X	X	X	X	X	X	X			
Paint						X	X			
Tar										
Cellulose	2%	<1%	2%	<1%	2%	15%	15%			
Fiberglass						40%	40%			
Synthetic Fibers										
Other 1										
Other 2										
Comments/Method Departures	None	None	None	None	None	None	None			

Samples were analyzed in accordance with EPA - Appendix E to Subpart E of 40 CFR Part 763: "Interim Method of the Determination of Asbestos in Bulk Insulation Samples" and EPA/600/R-93/116: "Test Method for the Determination of Asbestos in Bulk Building Materials". The limit of detection for asbestos is <1%, and the limit of quantification is 1.0% or greater. The State of California defines an asbestos-containing construction material as having more than 0.1% asbestos. All samples are disposed of after 30 days unless the customer requests otherwise. This report shall not be reproduced except in full, without the written approval of the laboratory. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the U.S. Government. Test results apply to the sample as received. Asbestos percentage obtained through calibrated visual estimate. Components of inhomogeneous samples not analyzed separately unless listed as a sub-sample.
 Various sample locations combined for composite purposes. *Not covered by NVLAP accreditation. Standard Deviation is $\pm 0.0\%$ for mean concentrations of 2-10% asbestos and $\pm 0.0\%$ for mean concentrations of >10% asbestos (1 Standard Deviation).



9550 Waples Street, Suite 125
San Diego, CA 92121
Tel: 858.622.1222 Fax: 858.622.1200 envirocheck.com

Client: *MPA Architects (Corp)*

Contact Name:

Address:

City, State, Zip:

Phone:

Email:

Chain of Custody - Asbestos & Lead

Date Sampled: *5/6/25*

Sampled By: *Daniel Riba*

Claim# P.O. #:

Project Name: *Imperial County Department of Social Services*

Contact:

Job Address: *2975 South 4th St*

City, State, Zip: *El Centro, CA 92243*

Inspection:

☐ Residential ☒ Commercial

Type of Loss:

☐ Fine ☐ Water ☒ Reroof/Demo
☐ Possible PRO-57 ☐ YES (Consult with CAC) ☐ NO

Material

Friable ☐ YES ☒ NO Condition ☐ D ☐ SD ☐ SD Sq/FT

ID	Lab ID	Location	Material	Friable	Condition	Sq/FT
1	212505084	Room 3	Other	YES (NO)	(G) D SD	~5.5 sq ft
2	35	Room 10		YES (NO)	(G) D SD	
3	36	Room 13		YES (NO)	(G) D SD	
4	37	Room 18		YES (NO)	(G) D SD	
5	38	Room 9	Roofing Comp	YES (NO)	(G) D SD	
6	39	Room 15		YES (NO)	(G) D SD	
7	40	Hallway 1		YES (NO)	(G) D SD	
8	41	Room 4	Be	YES (NO)	(G) D SD	~24 sq ft
9	42		Be	YES (NO)	(G) D SD	
10	43	Room 17	Be	YES (NO)	(G) D SD	
11	44		Be	YES (NO)	(G) D SD	
12	45	Room 9	Be	YES (NO)	(G) D SD	~20 sq ft
13	46		Be	YES (NO)	(G) D SD	
14	47	Room 10	Be	YES (NO)	(G) D SD	~30 sq ft
15	48		Be	YES (NO)	(G) D SD	
16	49	Room 4 - Floor	Be	YES (NO)	(G) D SD	~14 sq ft
17	50		Be	YES (NO)	(G) D SD	
18	51	Room 17	Be	YES (NO)	(G) D SD	
19	52		Be	YES (NO)	(G) D SD	
20	53	Room 8 Ceiling	Be	YES (NO)	(G) D SD	~14 sq ft

Samples Relinquished By

Date Time (Print) (Sign)

5/6/25 3:20 pm Daniel Riba

ILS

Relinquish

Type (Circle)

ILS

ILS

Date Time

5/6/25 3:30 PM

ILS

ILS

Samples Received By

Date Time (Print) (Sign)

5/6/25 3:30 PM Daniel Riba

ILS

SF Job#: *6150432*

Turnaround Time (T.A.T.)

☐ Same Day ☒ Next Day

☐ 2 Days ☐ 3-5 Days

☐ 6-10 Days ☐ Other: _____

Procedure Requested

Asbestos Bulk

☒ NALAP-accredited: • EPA - Appendix E to Subpart E of 40 CFR Part 763: Interim Method of the Determination of Asbestos in Bulk

• EPA/600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

☐ NOT NALAP-accredited: Not building materials, e.g. soil, debris, dust wipe, paint, etc.

Asbestos by PCM

Asbestos by TEM

Lead

Air ☐ Soil ☐ Paint ☐ Dust

Waste Profile ☐ TLCL / TLCL / TLCL

Rotameter Calibration

Other: _____

Relinquish Definition Key

I = In Person

L = Laboratory Secured Drop Box

S = Ship



Client: MPA Architects (LLP)

Reviewed by IFAA member

Field Datasheet

Client: MPA Architects (Corp) Job Site: 2775 South 9th St DATE: 5/16/25
El Centro, CA 92243 TIME: 10:00 am
Inspector: David R

Purpose of Inspec. Fire Water Remo Demo Clearance Contam. Assess Other _____ Occupied? Yes No
Children: Yes No Unknown

Structure: SFH Apt Condo Commercial School Day Care Church Other _____

Year Built: 2000's Approx. SQ. FT.: ~3,200 sq No. of Stories: 1 Foundation: Raised Slab

EXT: G D SD Type: STC Metal Concrete Tilt-up Concrete Block Brick Siding Wood/Transite Other: _____

ROOF: G D SD Type: Comp. Shingle Tile RRM Wood Shake Rock-Tar Transite Shingle Other Flt

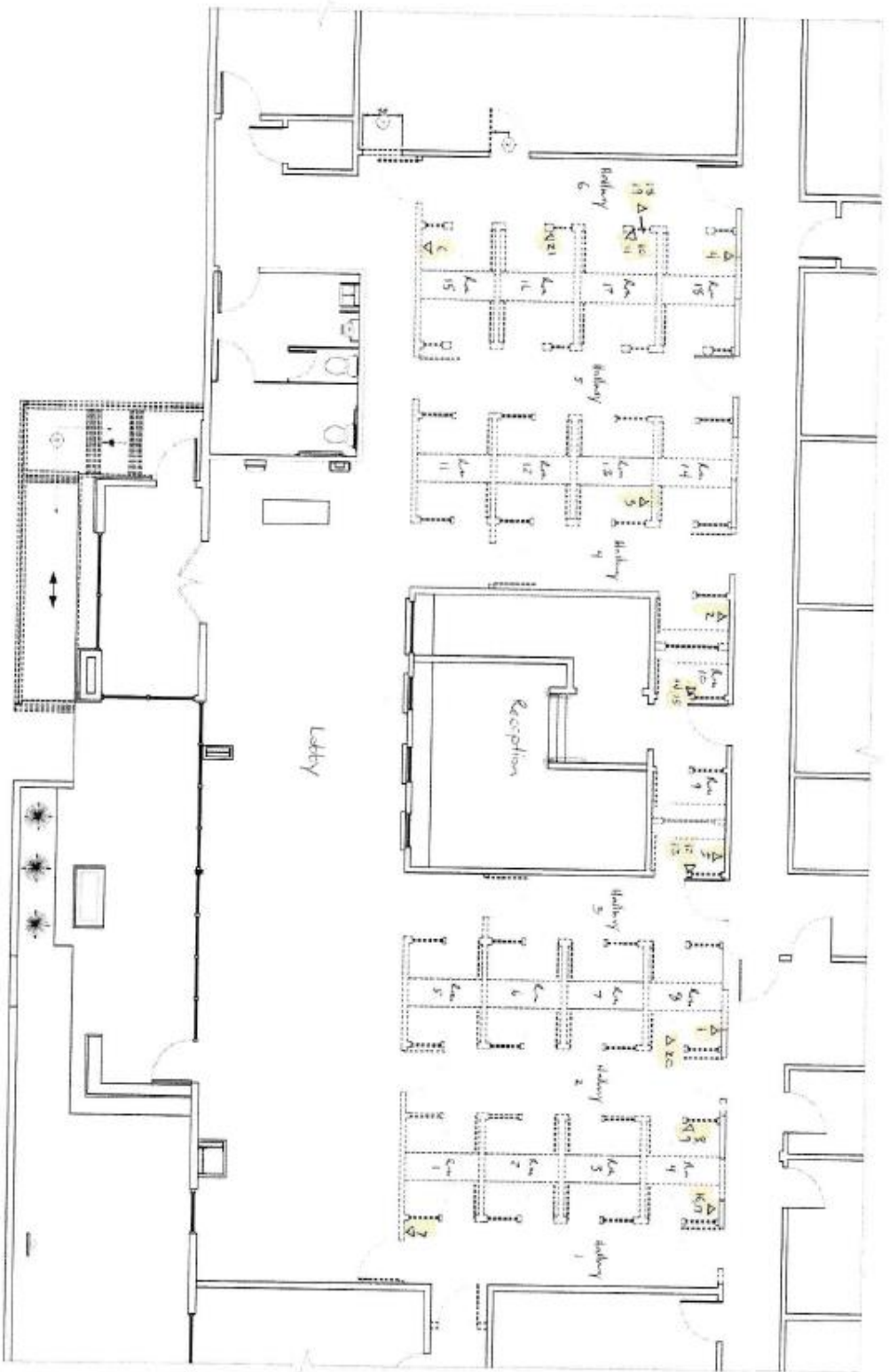
Exterior Debris Pile(s): Yes No (If Yes or Damage Submit Notes) Air Handling: HVAC Wall/Floor Frnce Wndw AC Other: _____

XRF: Heuresis, Viken, or NITON Cal Readings _____ End Cal Readings _____ A/L _____

Diagram Legend : Δ = Asbestos Bulk Samples $\bigcirc$ = Positive Lead Reading $\square$ = Other _____



SEE NEXT PAGE!



N
↑

DEPARTMENT OF INDUSTRIAL RELATIONS

Division of Occupational Safety and Health-Asbestos & Carcinogen Unit

1750 Howe Avenue, Suite 460

Sacramento, CA 95825

(916) 574-2993 Office <http://www.dir.ca.gov/dosh/asbestos.html> actu@dir.ca.gov

309305119T

380

Envirocheck, Inc.
David A Rhea
2211 W. Orangewood Avenue
Orange CA 92868

September 11, 2024

Dear Certified Asbestos Consultant or Technician:

Enclosed is your certification card. **To maintain your certification, you must abide by the rules printed on the back of the certification card.**

Your certification is valid for a period of one year. If you wish to renew your certification, you must apply for renewal at least 60 days before the expiration date shown on your card. [8 CCR 341.15(h)(1)].

Please hold and do not send copies of your required AHERA refresher renewal certificates to our office until you apply for renewal of your certification.

Certificates must be kept current if you are actively working as a CAC or CSST. The grace period is only for those who are not actively working as an asbestos consultant or site surveillance technician.

Please contact our office at the above address or email w any changes in your contact/mailling information within 15 days of the change.

Sincerely,

Dean Mochrie, CAC
Senior Safety Engineer

Attachment: Certification Card

cc: File

Renewal – Card Attached (08/24)



DEPARTMENT OF INDUSTRIAL RELATIONS

Division of Occupational Safety and Health-Asbestos & Carcinogen Unit

1750 Howe Avenue, Suite 460

Sacramento, CA 95825

(916) 574-2993 Office <http://www.dir.ca.gov/dosh/asbestos.html> actu@dir.ca.gov

104224750C

352

Envirocheck, Inc
Michael P Powers
2211 West Orangewood Avenue
Orange CA 92868

May 05, 2025

Dear Certified Asbestos Consultant or Technician:

Enclosed is your certification card. **To maintain your certification, you must abide by the rules printed on the back of the certification card.**

Your certification is valid for a period of one year. If you wish to renew your certification, you must apply for renewal at least 60 days before the expiration date shown on your card. [8 CCR 341.15(h)(1)].

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Please contact our office at the above address or email w any changes in your contact/mailling information within 15 days of the change.

Sincerely,

Dean Mochrie, CAC
Senior Safety Engineer

Attachment: Certification Card

cc: File



Renewal - Card Attached (08/24)

United States Department of Commerce
National Institute of Standards and Technology



Certificate of Accreditation to ISO/IEC 17025:2017

NVLAP LAB CODE: 200973-0

Envirocheck, Inc.
San Diego, CA

*is accredited by the National Voluntary Laboratory Accreditation Program for specific services,
listed on the Scope of Accreditation, for:*

Asbestos Fiber Analysis

*This laboratory is accredited in accordance with the recognized International Standard ISO/IEC 17025:2017.
This accreditation demonstrates technical competence for a defined scope and the operation of a laboratory quality
management system (refer to joint ISO-ILAC-IAF Communiqué on ISO/IEC 17025).*

2024-07-01 through 2025-06-30

Effective Dates



A handwritten signature in blue ink, which appears to read "Peter S. Lander", is written over a horizontal line.

For the National Voluntary Laboratory Accreditation Program

EXHIBIT E

LIMITED PRELIMINARY MOLD INDOOR AIR QUALITY INVESTIGATION REPORT

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117SS

Limited Preliminary Mold Indoor Air Quality Investigation Report

Attention:

MPA Architects
John Rumsey
3578 30th Street
San Diego, CA 92104

Subject Property:

Imperial County Department of Social Services
2995 South 4th Street
El Centro, CA

Inspection Date: May 6, 2025
Report Date: May 27, 2025

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INTRODUCTION

This inspection report presents the analytical results of the limited preliminary mycological testing performed by ENVIROCHECK, INC. using non-viable sampling methods. The sampling methods are based in part to the American Industrial Hygiene Association *Field Guide for the Determination of Biological Contaminants in Environmental Samples*, the American Conference of Governmental Industrial Hygienists handbook on *Bioaerosols Assessment and Control*, the *Institute of Inspection, Cleaning, and Restoration Certification (IICRC) Standard and Reference Guide for Professional Mold Remediation S520*, the *Indoor Environmental Standards Organization (IESO) Standards of Practice for the Assessment of Indoor Environmental Quality, Volume 1: Mold Sampling; Assessment of Mold Contamination (2002)*, and the *EPA Recommendations of Mold Remediation in Schools and Commercial Buildings*. The purpose of this survey and sampling analysis is to perform a preliminary screen for any potential total airborne fungal spore amplification and to provide risk management decisions and recommendations as necessary. This report should not be intended or interpreted as a comprehensive mycological investigation and sampling that may possibly develop an appropriate and/or encompassing remediation scope. *Please read entire report prior to initiating any action.

BACKGROUND INFORMATION

ENVIROCHECK, INC. was contacted on April 30, 2025 and was requested to conduct a limited preliminary investigation to assess potential abnormal and/or above background mold and mycological spore presence at the above subject property. The investigation was initiated in response to concerns regarding potential fungal amplification which may have resulted in affecting the general indoor air quality.

Envirocheck INC. was informed by an on-site City of El Centro representative that there has been no recent water leaks or intrusions prior to this investigation in the areas inspected.

The client has requested this investigation to assess the general indoor air quality prior to planned renovation. This investigation and assessment was limited to the areas inspected and the samples collected as directed by and deliberated upon with the client, respectively.

SAMPLING METHODS

NON-VIABLE AIR SAMPLES (Total Airborne Fungal Spore Counts)

Air sampling generally indicates the total (e.g. living and dead) fungal spores that are present in the ambient air in a referenced room or area. Air sampling is also used to reveal information concerning airborne spore diffusion, total airborne spore counts, and/or if cross contamination of fungal spores is occurring between two separate areas. The collection of air samples is attained, in accordance with the commonly accepted protocol published by the AIHA (American Industrial Hygiene Association), by connecting spore trap cassettes, e.g. Zefon Analytical Accessories Air-O-Cells, M2 Multi-Mold cassettes, etc. to a high volume pump, which draws in approximately 75-150 (e.g. five minutes or ten minutes) total liters of air. The cassettes are submitted to an appropriate laboratory for analysis, which includes total and individual fungal enumeration of spores, quantification, and genus identification

where possible. Also included, total number of pollen grains and visual quantitation of particulate matter. Results are presented in spores per cubic meter.

INVESTIGATION

- On May 6, 2025, ENVIROCHECK, INC. performed a limited preliminary on-site mycological investigation, as engaged by MPA Architects at the subject property listed above.

VISUAL OBSERVATIONS

- **Hallway 1:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 1:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 2:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 3:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 4:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Hallway 2:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 5:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.

- **Room 6:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 7:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 8:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Hallway 3:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 9:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Reception:** The area was approximately 534 square feet consisting of drywall walls with vinyl base coves, carpet flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 10:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Hallway 4:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 11:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.

- **Room 12:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 13:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 14:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Hallway 5:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 15:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 16:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 17:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Room 18:** The area was approximately 42 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.
- **Hallway 6:** The area was approximately 144 square feet consisting of drywall walls with vinyl base coves, vinyl composite tile flooring and a T-bar style ceiling with ceiling tiles. No visible signs of water staining, water damage or suspect fungal growth were observed in the accessible areas. No musty odors were detected upon entry to the area.

MOISTURE READINGS

- The moisture contents of the accessible building materials were measured with a Delmhorst BD-2100 Moisture Meter and the approximate readings are presented in Table 1 below. The BD-2100 Moisture Meter has three different moisture content scales for measurement; wood, gypsum (or drywall), and relative (plaster/concrete). According to the manufacturer specifications, the following numerical ranges are provided as a general guideline towards interpreting the measured values. *Moisture content values that may be of concern are bolded in Table 1 below.*

<u>Substrate</u>	<u>Relatively Dry, Normal</u>	<u>Moist or Damp</u>	<u>Excessive Moisture, Wet</u>
Wood	6% - 15%	15% - 17%	> 17%
Gypsum/Drywall	0.0% - 0.5%	0.5% - 1.0%	> 1.0%
Plaster/Concrete	0.0% - 85%	85% - 95%	> 95%

Table 1. Delmhorst BD-2100 Penetrating Moisture Meter Readings

<u>Location</u>	<u>Substrate</u>	<u>Moisture Content (%)</u>
Hallway 1 - Walls	Drywall	0.0-0.3
Room 1 - Walls	Drywall	0.1-0.3
Room 2 - Walls	Drywall	0.0-0.2
Room 3 - Walls	Drywall	0.0-0.3
Room 4 - Walls	Drywall	0.0-0.3
Hallway 2 - Walls	Drywall	0.1-0.3
Room 5 - Walls	Drywall	0.0-0.2
Room 6 - Walls	Drywall	0.1-0.2
Room 7 - Walls	Drywall	0.0-0.3
Room 8 - Walls	Drywall	0.1-0.3
Hallway 3 - Walls	Drywall	0.0-0.3
Room 9 - Walls	Drywall	0.1-0.3
Reception - Walls	Drywall	0.0-0.3
Room 10 - Walls	Drywall	0.1-0.2

Hallway 4 - Walls	Drywall	0.0-0.3
Hallway 11 - Walls	Drywall	0.1-0.3
Room 12 - Walls	Drywall	0.0-0.2
Room 13 - Walls	Drywall	0.1-0.3
Room 14 - Walls	Drywall	0.1-0.3
Hallway 5 - Walls	Drywall	0.0-0.3
Room 15 - Walls	Drywall	0.1-0.3
Room 16 - Walls	Drywall	0.0-0.3
Room 17 - Walls	Drywall	0.0-0.3
Room 18 - Walls	Drywall	0.1-0.3
Hallway 6 - Walls	Drywall	0.0-0.3

RELATIVE HUMIDITY AND TEMPERATURE READINGS

- Preliminary measurements of relative humidity (RH) and temperature were also collected. Measurements were obtained using a TRACEABLE Humidity / Temperature Pen Thermal Hygrometer. According to the ASHRAE (American Society of Heating, Refrigeration, and Air Conditioning Engineers) Standard 62-2001, *Ventilation for Acceptable Indoor Air Quality*, "Relative humidity in habitable spaces preferably should be maintained between 30% and 60% relative humidity..." The approximate measurements are presented below in Table 2.

Table 2.

<u>Location</u>	<u>Relative Humidity (RH)</u> <u>%</u>	<u>Temperature (F)</u>
Hallway 2	48.7	73.2
Reception	48.1	70.5
Hallway 5	50.3	74.8
Outdoors	52.9	75.5

SAMPLE COLLECTION:

- Non-viable mold (surface swab and air) samples were collected and were analyzed in a laboratory for the presence of mold spores. The areas tested are listed in Table 3 below.

Table 3.

<u>Sample #</u>	<u>Location</u>	<u>Sample Type</u>	<u>Result</u>
1	Hallway 2	Ambient Air	Low / Insignificant when compared to the controls
2	Reception	Ambient Air	Low / Insignificant when compared to the controls
3	Hallway 5	Ambient Air	Low / Insignificant when compared to the controls
4	Outdoors – Front (Control 1)	Ambient Air	<i>Outdoor Control</i>
5	Outdoors – Back (Control 2)	Ambient Air	<i>Outdoor Control</i>

- A basic floor plan of the areas in question of the subject property is provided at the end of the report in the APPENDIX section for reference purposes only.

No obvious adverse weather or outdoor conditions were noted at the time of the inspection.

PRINCIPAL FINDINGS

(SEE ATTACHED LABORATORY RESULTS FOR DATA, EXACT LEVELS, AND GENUS)

SUMMARY

Non-Viable Air Samples:

The non-viable air monitoring results indicate that total ambient indoor levels of spores in Hallway 2, Reception and Hallway 5 are significantly lower than the outdoor airborne levels. Air monitoring samples were collected in the Hallway 2, Reception, Hallway 5 and Outdoors – Front (Control 1) and Outdoors – Back (Control 2). The samples from outside the subject property were used as background negative controls for comparative analysis. Ambient indoor air samples are typically similar or lower in concentration than outdoor negative control air samples. Common indoor environments will always consist of some levels of fungi. This is a basic principle that fungal spores occur naturally everyday and everywhere in the environment. So naturally, fungal spores will always be found, but it is the degree of dissimilarity between the comparison of total fungal spore concentrations of the suspect indoor samples and outdoor negative control air samples that determines the significance of the problem, as applicable. Orders of magnitude between the individual fungal genera types present within the indoor and outdoor or control samples are also considered. At this time, there are no federal regulations or standards in regards to exposure levels or to quantify the detected levels of spores, which is the primary reason why outdoors or areas of non-complaint negative control air samples are collected. Further support in data interpretation is based in part by the American Industrial Hygiene Association *Field Guide for the Determination of Biological Contaminants in Environmental Samples*, “Dominance in indoor air samples by species of mold that are not the predominant outdoor species indicates that molds are growing in the building and that air quality is degraded”, although this may not be applicable in every situation. Based on the laboratory results from the air monitoring samples and the comparative analyses of the general distribution of individual and total fungi detected, abnormal total airborne fungal spore conditions do not appear to exist in the areas tested.

CONCLUSION:

From the information obtained from this limited preliminary investigation and the representative samples collected, ENVIROCHECK, INC. concludes the following:

- The tested areas in the Hallway 2, Reception and Hallway 5 of the subject property do not appear to exhibit an abnormal or above background total airborne fungal spore presence.

The following general recommendations may be used as a strategic guide towards the proper maintenance of the subject property as it pertains to mold and includes precautionary suggestions in an effort to minimize any future occurrences of mold related issues.

GENERAL RECOMMENDATIONS

1. If there are any medical questions or concerns, ENVIROCHECK recommends seeking the consultation of a medical professional.
2. Any and all water leaks and/or intrusions should be identified and subsequently corrected prior to proceeding with the recommended abatement and remediation procedures.
3. Further microbial sampling can be performed by ENVIROCHECK, INC. in a 'Re-assessment Investigation' to possibly provide further specific information and to prepare a detailed scope of remediation as necessary.
4. 'Anderson Air Sampling' or viable impact air sampling can be performed for speciation, to detect viable or culturable fungal spores that have the ability to amplify, to determine if elevated/amplified ("living") fungal spore conditions exist, and/or for the presence of potentially pathogenic fungal species.
5. Areas of the subject property with active plumbing or internal water type systems (i.e. water filters, water heaters, toilets, sinks, etc.) should be regularly inspected for any leaks or undesired water incursion. Appropriate efforts should be made to prevent any water leaks or water intrusion damage into the subject property and immediately corrected if found.
6. The building owner and/or facility operator should sustain a routine schedule of maintenance for the air handling system, HVAC system, furnace, or etc. including but not limited to the cleaning of the air ducts and the replacing of air filters. Appropriate cleaning of the HVAC system should be performed in accordance with the National Air Duct Cleaners Association's (NADCA) *ACR 2006 Standard: Assessment, Cleaning, and Restoration of HVAC Systems*.
7. ENVIROCHECK, INC. recommends a re-inspection if visible mold appears, water intrusion reoccurs, or irregular health symptoms that can be associated to mold or fungi exposure surface or worsen.

LIMITATIONS

The findings set forth in this assessment are strictly limited to the time, date and scope of the evaluation. Regulatory standards for microbial contamination do not currently exist and therefore the results and conclusions of this investigation are based on analytical microbial testing, field observations, and in part to the American Industrial Hygiene Association *Field Guide for the Determination of Biological Contaminants in Environmental Samples*, in reference to the American Conference of Governmental Industrial Hygienists handbook on *Bioaerosols Assessment and Control*, the *Institute of Inspection, Cleaning, and Restoration Certification (IICRC) Standard and Reference Guide for Professional Mold Remediation S520*, the *Indoor Environmental Standards Organization (IESO) Standards of Practice for the Assessment of Indoor Environmental Quality, Volume 1: Mold Sampling; Assessment of Mold Contamination (2002)*, and the *EPA Recommendations of Mold Remediation in Schools and Commercial Buildings*, and not on any procedures beyond the scope of the agreed upon work. Instructions including, but not limited to, procedures, conclusions, recommendations, and specifications, offered to the client, (person(s), or entity) who may utilize this report, are only opinions made in an effort to assist the client with their decision making process. No warranties, implied or otherwise, are made with respect to any instruction given. ENVIROCHECK, INC. does not guarantee that all individuals will be free from mold and fungi exposure. Mold and Fungi are naturally occurring in both indoor and outdoor environments and there are no published regulations regarding the exposure, removal, or assessment of fungi.

It should be fully understood that this investigation is limited to the sampled areas of the subject property and/or areas that are related to the original and/or reported water loss only. Due to its dynamic nature, mold and fungi growth and/or amplification can be present in hidden and/or unknown areas within the subject property. Unless all past and/or present water intrusion/incursion incidents throughout the history of the subject property and/or any conditions that may contribute to mold growth/amplification are identified and disclosed to ENVIROCHECK, INC. it would be impossible to identify or detect these areas. ENVIROCHECK, INC. cannot be held responsible if the client, current property owner, and/or future property owner(s) discover such areas. This investigation/assessment and sampling protocol specifically excludes the identification and detection of wood decay type fungi, including but not limited to *Poria incrassata*, due to the unpredictable nature and general lack of spore production that would be typically detected in environmental fungal samples.

SIGNATURE PAGE

Prepared by:



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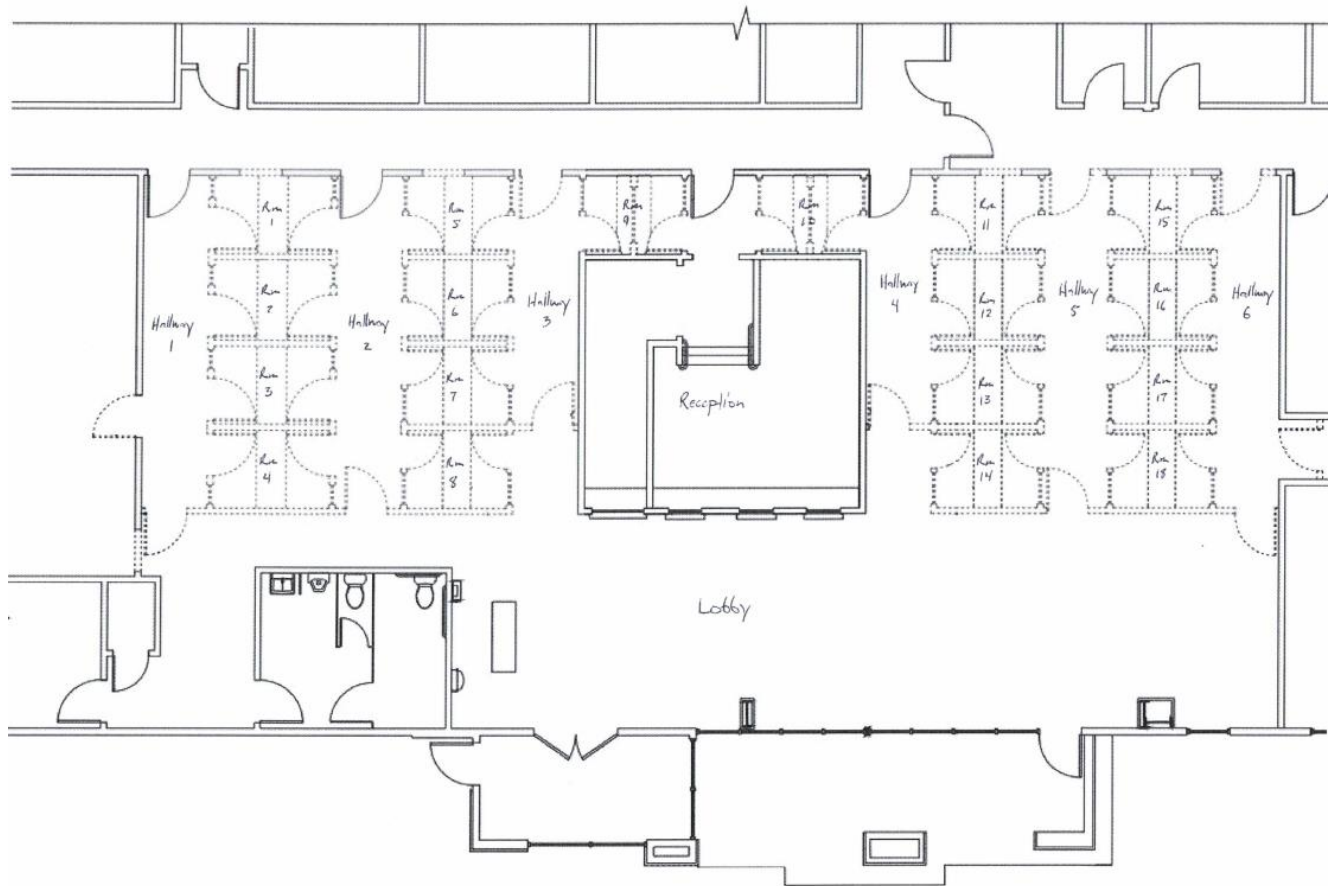
APPENDIX: Floor plan

*(Not to scale, for reference purposes only.)



Legend:

Walls: 



APPENDIX: Lab Report



**ENVIRO
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(800) 665-7586

Non-Viable Mold Spore Report, Page 1 of 2

Customer Name: MPA Architects
Address: 3578 30th Street
City, State, Zip: San Diego, CA 92104

Project Name: Imperial County Department of Social Services
Address: 2995 South 4th Street
City, State, Zip: El Centro, CA 92243

Sample Number
Collection Method
Cassette Type
Laboratory ID
Location

[1]		[2]		[3]		[4]	
Air		Air		Air		Air	
Air-o-cell		Air-o-cell		Air-o-cell		Air-o-cell	
2325050090		2325050091		2325050092		2325050093	
Hallway 5 (Area of Concern)		Reception (Area of Concern)		Hallway 2 (Area of Concern)		Outdoors-Front (Control 1)	
1		1		1		2	
Raw Count	Spores/m ³	Raw Count	Spores/m ³	Raw Count	Spores/m ³	Raw Count	Spores/m ³
						2	110
						4	210
						1	53
1	53			1	53		
		1	53				
						4	210
						1	53

Debris Rating
Identification:

Ascospores
Basidiospores
Hyphae-like Fragments
Pollen
Alternaria sp.
Aspergillus/Penicillium sp.
Cladosporium sp.

Total	1	53	1	53	1	53	12	640
Flow Rate LPM	15		15		15		15	
Number of Minutes	5		5		5		5	
Percentage of Trace Analyzed	25%		25%		25%		25%	
Reporting Limit	53 spores/m ³		53 spores/m ³		53 spores/m ³		53 spores/m ³	

Date Sampled: 05/06/2025 Date Received: 05/06/2025 Date of Report: 05/19/2025

05/19/2025

Selena Hinton

Admin QC: CN

Analyzed by: Selena Hinton

Lab QC: JN

Comments: For air cassette samples, the number and type of particles counted per cubic meter of air are calculated based on the length of the deposition trace, percentage of trace actually examined, volume of air collected, number of particles counted, and are rounded to two significant figures to account for uncertainty as required by the AIHA-LAP (identification: SOP 001; preparation and analysis: SOP 003). Results for bulk, swab, and tape-lift samples are depicted in order from lowest to highest as trace (1x), minor (2x), major (3x), or abundant (4x) based on a qualitative assessment of the tape-lifted sample as a whole (identification: SOP 001; preparation and analysis: SOP 002). Results only relate to the items actually tested. Sampling parameters are dependent on information provided by client or field technician. Sample volume and/or area provided by the customer can affect the validity of results; results apply to the sample as received. All samples will be disposed of in thirty (30) days unless otherwise specified or requested. Unless otherwise noted, these samples were not blank corrected. Regulatory standards do not currently exist for microbiological analyses. This report shall not be reproduced without the written approval of the laboratory. This report must not be used by the client to claim product endorsement by AIHA-LAP or any agency of the U.S. Government. Note: Using a visual system of fungal identification, some genus identification may vary due to similar spore characteristics between genera.

Lactophenol Cotton Blue lot number: 6193-01



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Non-Viable Mold Spore Report, Page 2 of 2

Customer Name: MPA Architects
Address: 3578 30th Street
City, State, Zip: San Diego, CA 92104

Project Name: Imperial County Department of Social Services
Address: 2995 South 4th Street
City, State, Zip: El Centro, CA 92243

Sample Number
Collection Method
Cassette Type
Laboratory ID
Location

[5]							
Air							
Air-o-cell							
2325050094							
Outdoors-Back (Control 2)							
1							
Raw Count	Spores/m ³						
3	160						
1	53						
1	53						
1	53						

Debris Rating
Identification:
Ascospores
Basidiospores
Pollen
Cladosporium sp.

Total
Flow Rate LPM
Number of Minutes
Percentage of Trace Analyzed
Reporting Limit

6	320						
15							
5							
25%							
53 spores/m ³							

Date Sampled: 05/06/2025

Date Received: 05/06/2025

Date of Report: 05/19/2025

Date Analyzed: 05/19/2025

Comments: For air cassette samples, the number and type of particles counted per cubic meter of air are calculated based on the length of the deposition trace, percentage of trace actually examined, volume of air collected, number of particles counted, and are rounded to two significant figures to account for uncertainty as required by the AIHA-LAP (identification: SOP 001; preparation and analysis: SOP 003). Results for bulk, swab, and tape-lift samples are depicted in order from lowest to highest as trace (1x), minor (2x), major (3x), or abundant (4x) based on a qualitative assessment of the tape-lifted sample as a whole (identification: SOP 001; preparation and analysis: SOP 002). Results only relate to the items actually tested. Sampling parameters are dependent on information provided by client or field technician. Sample volume and/or area provided by the customer can affect the validity of results; results apply to the sample as received. All samples will be disposed of in thirty (30) days unless otherwise specified or requested. Unless otherwise noted, these samples were not blank corrected. Regulatory standards do not currently exist for microbiological analyses. This report shall not be reproduced without the written approval of the laboratory. This report must not be used by the client to claim product endorsement by AIHA-LAP or any agency of the U.S. Government. Note: Using a visual system of fungal identification, some genus identification may vary due to similar spore characteristics between genera.



ENVIRO CHECK

Report Definitions, Page 1 of 1

Air-O-Cell: An air sampling cassette manufactured by Zefon International. Also referred to as a "spore trap." Data is obtained through non-viable laboratory analysis.

Andersen Sampler: Equipment used to obtain viable samples from air. Draws air from the environment and causes particulates, such as mold spores, to impact onto the surface of an enclosed media plate for culture in the laboratory.

Bulk Sample: One that consists of portions of environmental materials, such as carpet, drywall, or wood.

Colony Forming Units (CFU): This term is used instead of "spores" or "bacteria" because single colonies formed on a media plate may have originated from an individual bacterium/spore or from a clump.

CFU/in²: Colony Forming Units per square inch.

Colony: A visible, individual growth of a particular type of mold or bacteria that forms on a media plate.

Cubic meter (m³): Metric unit of volume typically associated with air samples. 1 m³ = 35.31 ft³. 1 m = 3.28 ft.

Debris: Particulate matter present in the sample, other than fungal spores or pollen; such as skin cells, insect parts, plant parts, smoke, and dust.

Debris Rating: Amount of debris in the sample trace, based on a scale of 0 to 4. Can interfere with spore identification and counts.

0: Little to none **1:** Approximately 1/4 (25%) **2:** Approximately 1/2 (50%) **3:** Approximately 3/4 (75%) **4:** Excessive (Approximately 100%)

Detected: For testing procedures that do not provide quantitative data, a positive result is reported as "detected."

Extrapolation: An estimated raw count based on a partial count of the sample trace. Applied as "estimated count."

Flow Rate: Air flow speed measured during sampling, defined in liters per minute (**LPM**).

Media: For culturable samples, the type of nutrient material used to sustain the growth of fungi or bacteria.

Micro 5: An air sampling cassette manufactured by Environmental Monitoring Systems, Inc. Also referred to as a "spore trap." Non-viable laboratory analysis.

Mold Snap: An air sampling cassette manufactured by Zefon International. Also referred to as a "spore trap." Data is obtained through non-viable laboratory analysis.

Multi-Mold (M2): An air sampling cassette manufactured by Allegro Industries. Also referred to as a "spore trap." Data is obtained through non-viable laboratory analysis.

Non-Viable: Non-culturable. This type of sample is analyzed through direct microscopic examination.

None Detected (ND): Results are not given as absolutes, such as "negative." Rather, non-positive results are reported as "None Detected."

PCM: Cassette normally used for phase contrast microscopy. Used in microbial analysis for sampling from surface materials such as couches, curtains, carpet, etc.

Qualitative: Term applied to testing that is not defined by measurements.

Quantitative: Term applied to testing that is defined by measurements, such as time, area, and/ or volume.

Raw Count: Analytical result prior to calculation of the final reported concentration.

Reporting Limit: The lowest numerical positive result an analysis can produce. Formula: **1000 / [(LPM) (Minutes) (% Analyzed)] * 1 spore** Typical parameters for nonviable air sample (15 LPM, 5 Min, 0.25); nonviable wall cavity (5 LPM, 2 Min, 0.25); air viable (28.3 LPM, 3 Min).

Spores/m³: "Spores per Cubic Meter" is the estimated concentration of airborne spores in the sampled location.

Tape-lift: Method of sample collection whereby a strip of clear plastic tape is used to obtain a surface sample. Non-viable.

Tape-lift Qualitative Scale: Results not defined by values such as volume or time, but by a qualitative scale ranging from 1x - 4x. Also applies to Bulk and Swab samples.

1x: Trace (less than 10 count) **2x:** Minor (10-20 count) **3x:** Major (21-50 count) **4x:** Abundant (greater than 50 count)

Viable: Culturable. This type of sample analysis requires culturing and incubation.

Z5: An air sampling cassette manufactured by Zefon International. Also referred to as a "spore trap." Data is obtained through non-viable laboratory analysis.



Date Sampled: 5/6/25
Sampled By: David L.
P.O. #:

Chain of Custody - General

Project Name: Imperial County Department of Social Services

Contact:

Job Address: 2995 South 4th St.

City, State, Zip: El Centro, CA 92243

Method Reference 1: EPA - Appendix E to Subpart E of 40 CFR Part 763: Interim Method of the Determination of Asbestos in Bulk Insulation Samples

Method Reference 2: EPA/600/R-93/116: Method for the Determination of Asbestos in Bulk Building Materials

Bulk Building Materials

[illegible]

SF Job#: F130432

Turnaround Time (T.A.T.)

☐ Same Day ☒ Next Day ☐ 2 Days
☐ 3-5 Days ☐ 6-10 Days ☐ _____

Job Type: ☐ PRV ☐ Initial ☒ IAQ

Procedure Requested

Asbestos Bulk

☐ NVLAP-accredited:
See Method Reference 1 and 2.

☐ **NOT NVLAP-accredited:**
Not building materials, e.g. soil, debris,
dust/wipe, paint, etc.

☐ **Asbestos by PCM**

☐ **Asbestos by TEM**

Method:

☐ CBP by TEM and RLM

Lead ☐ Air ☐ Soil ☐ Paint ☐ Dust ☐
Chip ☐ Wipe ☐

☐ Waste Phone
(Circle applicable)

Complete waste profile = 1/2 lb of sample

Non-Viable Mold

☒ Air ☐ Bulk ☐ Swab ☐ Tape Lift

Viable Mold

☐ Air ☐ Bulk ☐ Swab

☐ Legionella

☐ Quantitative Sewage Screen☐ Qualitative Sewage Screen☐ Other: _____☐ Other: _____

Relinquish Definition Key

I = In Person

L = Laboratory Secured Drop Box
C = Clinic

509

Samples Received By

(Print) (Sign)

EXHIBIT F

CONSTRUCTION DRAWINGS

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117S

EXHIBIT G

IT SPECIFICATIONS

**I.C. DEPARTMENT OF SOCIAL SERVICES – NEW INTERVIEW ROOMS
PROJECT LOCATED AT 2995 S. 4TH STREET, SUITE 105, EL CENTRO, CA 92243**

COUNTY PROJECT NO. SR7117S