

PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 - CITY HALL, 455 MAIN STREET
PHONE (508) 799-1220

SEALED BID INVITATION
(Labor, - Filed Sub-Bids NOT Required)

SEALED BID NO. 7739-W2

DATE: December 13, 2021

CITY OF WORCESTER
Christopher J. Gagliastro, MCPPO
Purchasing Agent

BUYER: Christopher J. Gagliastro

INSTRUCTIONS TO BIDDERS

All bids are subject to the terms and conditions and specificity herein set forth.

COMPLETE FORM FOR GENERAL BID (ENCLOSED) MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: JANUARY 12, 2021 TIME: 10:00 A.M. LOCAL TIME

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK SEALED ENVELOPE **"Sealed Bid No. 7739-W2, Carpet – Flooring Replacement - Library / DPF"**

The name and address of the bidder must appear in the upper left-hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

GENERAL

1. This Bid Invitation covers: provide all labor, equipment, materials and supervision necessary and proper for carpet & flooring replacement at Worcester Public Library as per the attached specifications & requirements of the City of Worcester.
2. A certified check or bid bond made payable to the "City Treasurer, City of Worcester" in the **Amount of 5%** of total bid **MUST ACCOMPANY** this bid.
3. All bids received will be publicly opened and read in the Bid Room at City Hall at date and time shown above. **NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED**
4. A copy of the contractor's DCAM Certificate of Eligibility Forms Q7 and Update Form CQ3 must accompany this bid. Only contractors holding a Certificate of Eligibility from DCAM in the category (ies) called for, and in a single project amount higher than the estimated project cost will be able to file a bid.

THE PROJECT CLASSIFICATION IS: **FLOOR COVERING**

5. Any and all questions or clarifications regarding this bid **must be sent in writing to: Christopher Gagliastro via e-mail at gagliastroc@worcesterma.gov**
6. Please go to our website (www.worcesterma.gov) to obtain bid results following due date.
7. A pre-bid conference will be held on January 5, 2022 at 2:00 PM at Worcester Public Library, Salem Street, Worcester, MA. All prospective bidders are encouraged to attend.

Questions are still required to be submitted via email as noted in 5 above.

8. Every general bid which is not accompanied by a bid deposit as prescribed by paragraph (1) section forty-four B, chapter 149 of General Laws as amended, or which otherwise does not conform with section forty-four A to forty-four L, inclusive, or which is on a form not completely filled in, or which is incomplete, conditional or obscure or which contains any addition not called for, shall be invalid; and the awarding authority shall reject every such general bid.
9. The bidder to whom a contract is awarded will be required to furnish and pay for a Performance Bond of a Surety Company authorized to do business in Massachusetts, for not less than 100% of the amount of the contract awarded satisfactory to the awarding authority of the City of Worcester, which besides bonding the contractor to well and faithfully perform all the terms and conditions of the contract, shall provide security for the payment for all labor performed or furnished and all materials used in the fulfillment of said contract.
10. The bidder to whom a contract is awarded will also be required to furnish and pay for a labor and materials or payment bond, of a surety company qualified to do business under the laws of the Commonwealth, for not less than 100% of the amount of the contract awarded, satisfactory to the awarding authority.
11. These bonds to be in forms as established by the City of Worcester.
12. Purchases made by the City of Worcester are exempt from the payment of Federal Excise Taxes and Massachusetts State Sales Tax and such taxes must not be included in the quoted price.
13. The City reserves the right to reject any and all bids, if deemed in the best interest of the City, as governed by section forty-four E of chapter 149 of the General Laws.
14. Bids may be withdrawn without penalty prior to the time and date specified. For any bid withdrawn after time and date specified, the bidder shall forfeit deposit on bid as liquidated damages.
15. The bidder must certify that no official or employee of the City of Worcester, Massachusetts, is financially interested in this proposal or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G. L. c. 43, sec. 27, and that this bid is made in good faith without fraud or collusion or connection with any other person submitting a proposal.
16. Bids must be submitted in accordance with provisions of Chapter 149 of General Laws as amended. In the event of any inconsistency between these specifications and the cited statute, the statute shall control. **No sub bids under this contract are required to be filed.**
17. The general contract will be awarded to the lowest responsible and eligible general bidder pursuant to section forty-four A of chapter 149 of the General Laws.
18. The successful bidder will be notified in writing, by mail or otherwise, that his bid has been accepted and that he has been awarded the contract. The successful bidder shall execute the contract and furnish the required bonds within five (5) days, Saturdays, Sundays and legal holidays excluded, after presentation of the contract. If the bidder selected as the general contractor fails to perform his agreement to execute the contract in accordance with the terms of his bid and furnish a performance bond and also a labor and materials payment bond as stated in his bid, the award will be made to the next lowest responsible and eligible general bidder, subject to the provisions of Sections 44A-44J, inclusive, of said Chapter 149 of the General Laws.
19. Before submitting a quotation, each bidder must make a careful study of these specifications and proposal, and fully assure himself as to the quality of the materials and character of the workmanship required.

20. The contractor must visit the place where the work is to be performed and materials delivered, and take into consideration the existing conditions and should his quotation be accepted, he will be held responsible for any omission, misunderstanding or error, whether it results from his failure to do so or not.
21. The proposal for this work must cover all contingencies, including all labor and materials, scaffolding, tools, transportation, etc., necessary for the complete installation of everything described, shown or reasonably implied herein.
22. Wherever the title "Contracting Officer" is used, it shall be interpreted as follows:
Contracting Officer: Christopher J. Gagliastro, Purchasing Agent
23. Any prospective bidder requesting a change in or interpretation of existing specifications or terms, and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) before scheduled bid opening date. All requests are to be in writing to the Purchasing Division. No changes will be considered or any interpretation issued unless request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. The Purchasing Division shall respond in writing if the inquiry is received as described above. Oral clarifications or interpretations will be of no legal effect. **The City will not be responsible for any information, explanation or interpretation rendered in any fashion except as herein provided.**
24. Each bid shall be submitted upon the bid forms furnished by the City, copies of which are bound with the Bid. Wherever unit prices are called for, all such prices shall be provided by the bidder. In the event of a discrepancy between prices written in words and prices written in figures, the written words shall govern. In the event of a discrepancy between the indicated sum of any column of figures and the correct sum thereof, the correct sum shall govern. The bid shall state the legal name of the bidder and shall be signed in ink by a person or persons legally authorized to bind the bidder to a contract. The name and title of the person or persons signing the bid shall be typed or printed below the signatures.
25. Section 39L of Chapter 30 of the Massachusetts General Laws prohibits the City from entering into a contract for this work with, and shall not approve as a subcontractor furnishing labor and materials for a part of any such work, a foreign corporation which has not filed with the City, a certificate of the State Secretary stating that such corporation has complied with Massachusetts General Laws Chapter 156D, Part 15, subdivision A, s. 15.03, and Part 16, subdivision B, s. 16.22. Therefore, every Foreign Corporation, must furnish a certified copy of its Certificate of Registration that has been duly filed with the State Secretary's office. Any bid of a foreign corporation submitted without a Certificate may be invalid and may be rejected.
26. On any project for the construction, reconstruction, installation, demolition, maintenance or repair of any building, or public work, to be funded in whole or in part by city funds, or funds which, in accordance with a federal or state grant, program, or otherwise, the city expends or administers, or any such project to which the city is a signatory to the contract therefore, the provisions of this section shall apply and the same shall be referenced in every invitation to bid for such project and, the following paragraphs shall be contained in every resulting contract there from: "It shall be a material breach of this contract if the contractor and each subcontractor shall not at all times adhere to the provisions of § 1A(e)(9) of chapter nine of the Revised Ordinances of the city by limiting their on- site, noise producing construction and related work to the hours specified by said ordinance".
27. The director of purchasing, commissioner of code enforcement and the head of any department shall have the authority to adopt any rules and regulations they deem necessary to implement this subsection with respect to contracts generally and the head of the department awarding any such contract shall have the authority to adopt any rules and regulations he or she deems necessary to implement this subsection with respect to any particular project.

[End of Instructions To Bidders Documents]

GENERAL CONDITIONS TO THE CONTRACT FOR CONSTRUCTION

ARTICLE 1 **GENERAL PROVISIONS**

1.1 THE CONTRACT DOCUMENTS

1.1.1 The Contract Documents consist of the Owner-Contractor Agreement, the Conditions of the Contract (General, Supplementary and other Conditions), Performance Bond, Payment Bond, Vote of Corporation, Instructions to Bidders, Bid Proposal, the Drawings, the Specifications, and all Addenda issued prior to and all Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a written interpretation issued by the City, or (4) a written order for a minor change in the Work issued by the City pursuant to Paragraph 12.3. The Contract Documents do not include Bidding Documents such as, sample forms, or portions of Addenda relating to any of these, or any other documents, unless specifically enumerated in the Owner-Contractor Agreement.

1.2 THE CONTRACT

1.2.1 The Contract Documents form the Contract for Construction. This Contract represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification as defined in Subparagraph 1.1.1. These General Conditions, wherever applicable, shall be construed consistent with, and not to the exclusion of any terms of the Owner-Contractor Agreement, provided further however, that the terms of such Agreement shall take precedence, as provided in Subparagraph 1.1.1

1.3 THE WORK

1.3.1 The Work comprises the completed construction required by the Contract Documents and includes all labor necessary to produce such construction, and all materials and equipment incorporated or to be incorporated in such construction.

1.4 THE PROJECT

1.4.1 The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part.

1.5 EXECUTION, CORRELATION AND INTENT

1.5.1 The Owner and Contractor shall sign the Owner-Contractor Agreement ("Agreement") in duplicate. By executing the Agreement, the Contractor represents that he has visited the site, familiarized himself with the local conditions under which the Work is to be performed, and correlated his observations with the requirements of the Contract Documents.

1.5.2 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work. The Contract Documents are complementary, and what is required by any one

shall be as binding as if required by all. Work not covered in the Contract Documents will not be required unless it is consistent therewith and is reasonably inferable therefrom as being necessary to produce the intended results. Words and abbreviations which have well-known technical or trade meanings are used in the Contract Documents in accordance with such recognized meanings. All work mentioned or indicated in the Contract Documents shall be performed by the Contractor as part of this Contract unless it is specifically indicated in the Contract Documents that such work is to be done by others. Should the drawings or the Specifications disagree in themselves or with each other, the Contractor shall provide the better quality or greater quantity of work and/or materials unless otherwise directed by written addendum to the Contract.

1.5.3 The organization of the Specifications into divisions, sections and articles, and the arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade. The Contractor and all subcontractors shall refer to all of the Drawings, including those showing primarily the work of the mechanical, electrical and other specialized trades, and to all of the Sections of the Specifications, and shall perform all work reasonably inferable therefrom as being necessary to produce the indicated results.

1.5.4 All indications or notations which apply to one of a number of similar situations, materials or processes shall be deemed to apply to all such situations, materials or processes wherever they appear in the Work, except where a contrary result is clearly indicated by the Contract Documents.

1.5.5 Where codes, standards, requirements and publications of public and private bodies are referred to in the Specifications, references shall be understood to be to the latest revision prior to the date of receiving bids, except where otherwise indicated.

1.5.6 Where no explicit quality or standards for materials or workmanship are established for work, such work is to be of good quality for the intended use and consistent with the quality of the surrounding work and of the construction of the Project generally.

1.5.7 All manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned, and conditioned in accordance with the manufacturer's written or printed directions and instructions unless otherwise indicated in the Contract Documents.

1.6 OWNERSHIP AND USE OF DOCUMENTS

1.6.1 All Drawings and Specifications furnished by the City, and all copies thereof and the copyright therein, are the property of the City. They are to be used only with respect to this Project and are not to be used on any other project. With the exception of one contract set for each party to the Contract, such documents are to be returned or suitably accounted for to the City on request at the completion of the Work. Submission or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the City's common law copyright or other reserved rights.

ARTICLE 2 **ARCHITECT**

2.1 DEFINITION

2.1.1 The term Architect refers to either, (a) a professionally licensed architect or architectural firm hired or used by the City, or in the absence of thereof, (b) the Contracting Officer identified in the Instruction to Bidders.

2.2 ADMINISTRATION OF THE CONTRACT

2.2.1 The Architect will provide administration of the Contract, as herein described.

2.2.2 The Architect will be the Owner's representative during construction and until final payment is due. The Architect will advise and consult with the Owner. The Owner's instruction to the Contractor shall be forwarded through the Architect. The Architect will have the authority to act on behalf of the Owner only to the extent provided in the Contract Documents and, when applicable, the Design Services Agreement between the two.

2.2.3 The Architect will not be responsible for, and will not have control or charge of, construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, and will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents. The Architect will not be responsible for or have control or charge over the acts or omissions of the Contractor, subcontractors, or any of their agents or employees, or any other persons performing any of the Work.

2.2.4 The Architect shall at all times have access to the Work wherever it is in preparation and progress. The Contractor shall provide facilities for such access so the Architect may perform his functions under the Contract Documents.

2.2.5 Based on the Architect's observations and an evaluation of the Contractor's Applications for Payment, the Architect will determine the amounts owing to the Contractor and will issue Certificates for Payment in such amounts, as provided in Paragraph 9.4.

2.2.6 The Architect will be the interpreter of the requirements of the Contract Documents and the judge of the performance thereunder by both the Owner and Contractor.

2.2.7 The Architect will render interpretations necessary for the proper execution or progress of the Work, with reasonable promptness and in accordance with M.G.L. Chapter 30, Section 39P, or any lesser time limit agreed upon. Either party to the Contract may make written request to the Architect for such interpretations.

2.2.8 Claims, disputes and other matters in question between the Contractor and the Owner relating to the execution of progress of the Work or the interpretation of the Contract Documents shall be referred initially to the Architect for decision, which shall be rendered in writing within a reasonable time.

2.2.9 All interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and will be in writing or in the form of drawings. In his capacity as interpreter and judge, he will endeavor to secure faithful performance by both the Owner and the Contractor, will not show partiality to either, and will not be liable for the result of any interpretation or decision rendered in good faith, and in the absence of negligence, in such capacity.

2.2.10 The Architect will have authority to reject Work that does not conform to the Contract Documents. Whenever, in his opinion, the Architect considers it necessary or advisable for the implementation of the intent of the Contract Documents, he will have authority to require special inspection or testing of the Work, whether or not such Work be then fabricated, installed or completed. However, neither the Architect's authority to act under this Subparagraph 2.2.10 nor any decision made by him in good faith either to exercise or not to exercise such authority, shall give rise to any duty or responsibility of the Architect to the Contractor, any subcontractor, any of their agents or employees, or any other person performing any of the Work.

2.2.11 The Architect will review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for conformance with the design concept of the Work and with the information given in the Contract Documents. Such action shall be taken with reasonable promptness so as to cause no delay. The Architect's approval of a special item shall not indicate approval of an assembly of which the item is a component.

2.2.12 The Architect will prepare Change Orders in accordance with Article 12, and will have authority to order minor changes in the Work as provided in Subparagraph 12.3.

2.2.13 The Architect will conduct inspections to determine the dates of Substantial Completion and final completion, will receive and forward to the Owner for the Owner's review written warranties and related documents required by the Contract and assembled by the Contractor, and will issue a final Certificate of Payment upon compliance with the requirements of Subparagraph 9.9.

ARTICLE 3

OWNER

3.1 DEFINITION

3.1.1 The term Owner means the City of Worcester.

3.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

3.2.1 The Owner shall, at the time of execution of the Owner-Contractor Agreement, furnish the certification of adequate appropriation pursuant to M. G. L. Chapter 44, section 31C of the General Laws.

3.2.2 The Owner shall furnish existing surveys, if any, describing the physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site.

3.2.3 Except as provided in Subparagraph 4.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for the construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

3.2.4 Information or services under the Owner's control shall be furnished by the Owner with reasonable promptness after receipt from the Contractor of a written request for such information or services.

3.2.5 Unless otherwise provided in the Contract Documents, the Contractor will be furnished, free of charge, all copies of Drawings and Specifications reasonably necessary for the execution of the Work.

3.3 OWNER'S RIGHT TO STOP THE WORK

3.3.1 If the Contractor fails to correct defective Work as required by Paragraph 13.2 or persistently fails to carry out the Work in accordance with the Contract Documents, the Owner, by a written order may order the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, this right of the Owner to stop the Work shall not give rise to any duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Subparagraph 6.1.3.

3.4 OWNER'S RIGHT TO CARRY OUT THE WORK

3.4.1 If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within seven (7) days after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to any other remedy he may have, make good such deficiencies. In such case, an appropriate Change Order shall be issued deducting from the payments then or thereafter due the Contractor the cost of correcting such deficiencies, including compensation for the City's additional services made necessary by such default, neglect or failure. Such action by the Owner and the amount that is charged to the Contractor are both subject to prior notice being given by the Architect. If the payments then or thereafter due the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the Owner.

ARTICLE 4

CONTRACTOR

4.1 DEFINITION

4.1.1 The Contractor is the person or entity identified as such in the Owner-Contractor Agreement and is referred to throughout the Contract Documents as if singular in number and masculine in gender. The term Contractor means the Contractor or his Authorized Representative.

4.2 REVIEW OF CONTRACT DOCUMENTS

4.2.1 Before starting the Work, and at frequent intervals during the progress thereof, the Contractor shall carefully study and compare the Agreement, Conditions of the Contract, Drawings, Specifications, Addenda and other Contract Documents and shall at once report to the City any error, inconsistency or omission he may discover. Any necessary change shall be ordered as provided in Article 12, subject to the requirements of Paragraph 1.2 and other provisions of the Contract Documents. If the Contractor proceeds with the Work without such notice to the City, having discovered such errors, inconsistencies or omissions, or if by reasonably study of the Contract Documents he could have discovered such, the Contractor shall bear all costs arising therefrom.

4.2.2 The Contractor shall give the City timely notice of any additional design drawings, specifications, or instructions required to define the Work in greater detail, or to permit the proper progress of the Work.

4.2.3 The Contractor shall not proceed with any Work that is not clearly and consistently defined in detail in the Contract Documents, but shall request additional drawings or instructions from the City. If the Contractor proceeds with such Work without obtaining further drawings or instructions, he shall correct Work incorrectly done at his own expense.

4.3 SUPERVISION AND CONSTRUCTION PROCEDURES

4.3.1 The Contractor shall supervise and direct the Work, using his best skill and attention. He shall be solely responsible for all construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract.

4.3.2 The Contractor shall be responsible to the Owner for the acts and omissions of his employees, subcontractors and their agents and employees, and other persons performing any of the Work under a contract with the Contractor.

4.3.3 The Contractor shall not be relieved from his obligations to perform the Work in accordance with the Contract Documents either by the activities or duties of the City in his administration of the Contract, or by inspections, tests or approvals required or performed.

4.3.4 Where the Contract Documents refer to particular construction means, methods, techniques, sequences or procedures or indicate or imply that such are to be used in the Work, such mention is intended only to indicate that the operations of the Contractor shall be as to produce at least the quality of work implied by the operations described, but the actual determination of whether or not the described operations

may be safely and suitably employed on the Work shall be the responsibility of the Contractor, who shall notify the City in writing of the actual means, methods, techniques, sequences or procedures which will be employed on the Work, if these differ from those mentioned in the Contract Documents. All loss, damage, or liability, or cost of correcting defective work arising from the employment of any construction means, methods, techniques, sequences or procedures shall be borne by the Contractor, notwithstanding that such construction means, methods, techniques, sequences or procedures are referred to, indicated or implied by the Contract Documents, unless the Contractor has given timely notice to the Architect in writing that such means, methods, techniques, sequences or procedures are not safe or suitable, and the Contractor has then been instructed in writing by the Owner to proceed at the Owner's risk.

4.4 LABOR AND MATERIALS

4.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work. The word 'provide' shall mean furnish and install complete, including connections, unless otherwise specified.

4.4.2 The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the Work any unfit person or anyone not skilled in the task assigned to him.

4.5 WARRANTY

4.5.1 The Contractor warrants to the Owner and the Architect that all materials and equipment furnished under this Contract will be new and of recent manufacture unless otherwise specified, and that all Work will be of good quality, free from faults and defects and in conformance with the Contract Documents. All Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective.

4.5.2 The Contractor shall be responsible for determining that all materials furnished for the Work meet all requirements of the Contract Documents. The Owner may require the Contractor to produce reasonable evidence that a material meets such requirements, such as certified reports of past tests by qualified testing laboratories, reports of studies by qualified experts, or other evidence which, in the opinion of the Owner, would lead to a reasonable certainty that any material used, or proposed to be used, in the Work meets the requirements of the Contract Documents. All such data shall be furnished at the Contractor's expense. This provision shall not require the Contractor to pay for periodic testing of different batches of the same material, unless such testing is specifically required by the Contract Documents to be performed at the Contractor's expense.

4.5.3 If the Contractor proposed to use a material which, while suitable for the intended use, deviates in any way from the detailed requirements of the Contract Documents, he shall inform the Architect in writing of the nature of such deviations at the time the material is submitted for approval, and shall request written approval of the deviation from the requirements of the Contract Documents.

4.5.4 In requesting approval of the deviations or substitutions, the Contractor shall provide, upon request,

evidence leading to a reasonable certainty that the proposed substitution or deviation will provide a quality of result at least equal to that otherwise attainable. If, in the opinion of the Architect, the evidence presented by the Contractor does not provide a sufficient basis for such reasonable certainty, the Architect may reject such substitution or deviation without further investigation.

4.5.5 The Contract Documents are intended to produce a Work of consistent character and quality of design. All components of the Work including, if applicable, visible items of mechanical and electrical equipment have been selected to have a coordinated design in relation to the overall appearance of the Work. The Architect shall judge the design and appearance of proposed substitutes on the basis of their suitability in relation to the overall design of the project, as well as for their intrinsic merits. The Architect will not approve as equal to materials specified proposed substitutes which, in its opinion, would be out of character, obtrusive, or otherwise inconsistent with the character or quality of design of the project. In order to permit coordinated design of color and finishes the Contractor shall, if required by the Architect, furnish the substituted material in any color, finish, texture, or pattern which would have been available from the manufacturer originally specified, at no additional cost to the Owner.

4.5.6 Any additional cost, or any loss or damage arising from the substitution of any material or any method for those originally specified shall be borne by the Contractor, notwithstanding approval or acceptance of such substitution by the Owner or the Architect, unless such substitution was made at the written request or direction of the Owner.

4.5.7 The warranty provided in this Paragraph 4.5 shall be in addition to and not in limitation of any other warranty required by the Contract Documents or otherwise prescribed by law.

4.5.8 The Contractor shall procure and deliver to the Owner, no later than the date claimed by the Contractor as the date of Substantial Completion, all special warranties required by the Contract Documents. Delivery by the Contractor shall constitute the Contractor's guarantee to the Owner that the warranty will be performed in accordance with its terms and conditions.

4.6 TAXES

4.6.1 The Contractor shall pay all sales, consumer, use and other similar taxes for the Work or portions thereof provided by the Contractor which are legally enacted at the time bids are received, whether or not yet effective.

4.6.2 **IMPORTANT TAX NOTE:** This project, being performed for a political subdivision of the Commonwealth of Massachusetts, is exempt from certain taxes. It is therefore required that the Contractor and all subcontractors purchasing taxable goods covered by the governing tax codes make known to suppliers the tax-exempt status of the institution in order that such taxes will not appear in the Contract Sum. The Owner will provide the necessary evidence and certificates of its tax exemption upon request of those concerned. The most applicable taxes concerned are:

- (1) Federal Excise Taxes as applied to articles which are taxable under Chapter 12 of the Internal Revenue Code of 1954, as amended.
- (2) Commonwealth of Massachusetts Sales Tax.

4.7 PERMITS, FEES AND NOTICES

4.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit and for all other permits and governmental fees, licenses and inspections necessary for the proper execution and completion of the Work which are customarily secured after execution of the Contract and which are legally required at the time the bids are received. Mechanical and Electrical trades shall secure permits associated with, and required for, their work. The permit fee for the General Contractor shall be based on the total Contract Price. Cost of fees may be obtained by calling the City of Worcester Building Department at (508) 799-1210.

4.7.2 The Contractor shall give all notices and comply with all laws, ordinances, rules, regulations, and lawful orders of any public authority bearing on the performance of the Work.

4.7.3 It is not the responsibility of the Contractor to make certain the Contract Documents are in accordance with the applicable laws, statutes, building codes and regulations. If the Contractor observes that any of the Contract Documents are at variance therewith in any respect, he shall promptly notify the Architect in writing, and any necessary changes shall be accomplished by appropriate Modification.

4.7.4 If the Contractor performs any Work knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to the Architect, he shall assume full responsibility therefore and shall bear all costs attributable thereto.

4.8 SUPERINTENDENCE

4.8.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site full time daily during the progress of the Work until the date of substantial completion, and for such additional time thereafter as the City may determine to be necessary for the expeditious completion of the Work. Only under extenuating circumstances, and with approval of the Architect and Owner, will the Contractor be allowed to substitute superintendents prior to the date of Substantial Completion. The superintendent shall represent the Contractor and all communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be so confirmed on written request in each case.

4.8.2 Where applicable, the Contractor shall retain a competent Registered Professional Engineer or Registered Land Surveyor, acceptable to the Architect, who shall establish the exterior lines and required elevations of all buildings and structures to be erected on the site and shall establish sufficient lines and grades for the construction of associated work such as, but not limited to, roads, utilities and site grading. The Engineer or Land Surveyor shall certify as to the actual location of the constructed facilities in relation to property lines, building lines, easements, and other restrictive boundaries.

4.8.3 The Contractor shall establish the building grades, lines, levels, column, wall and partition lines required by the various subcontractors in laying out their work.

4.8.4 Where applicable, the Contractor shall coordinate and supervise the work performed by subcontractors to the end that the work is carried out without conflict between trades and so that no trade at any time causes delay to the general progress of the Work. The Contractor and all subcontractors shall at

all times afford each trade, any separate contractor, or the Owner, every reasonable opportunity for the installation of work and the storage of materials.

4.9 PROGRESS SCHEDULE

4.9.1 The Contractor shall prepare and submit to the Architect a progress schedule as described in this document.

4.10 DOCUMENTS AND SAMPLES AT THE SITE

4.10.1 The Contractor shall maintain at the site for the Owner a record copy of all Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to record all changes made during construction, and approved Shop Drawings, Product Data and Samples. These shall be available to the Architect and shall be delivered to him for the Owner upon completion of the Work.

4.10.2 Where applicable, refer to the Specifications Section entitled PROJECT CLOSEOUT, for additional requirements for Record Drawing and Maintenance and Operating Manuals.

4.11 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

4.11.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor, or any subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

4.11.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate a material, product or system for some portion of the Work.

4.11.3 Samples are physical examples, which illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

4.11.4 The Contractor shall review, approve and submit, with reasonable promptness and in such sequence as to cause no delay in the Work or in the work of the Owner or any separate contractor, all Shop Drawings, Product Data and Samples required by the Contract Documents.

4.11.5 By approving and submitting Shop Drawings, Product Data, and Samples, the Contractor thereby represents that he has determined and verified all dimensions, quantities, field dimensions, relations to existing work, coordination with work to be installed later, coordination with information on previously accepted Shop Drawings, Product Data, or Samples and verification of compliance with all the requirements of the Contract Documents. The accuracy of all such information is the responsibility of the Contractor. In reviewing Shop Drawings, Product Data, and Samples, the Architect shall be entitled to rely upon the Contractor's representation that such information is correct and accurate.

4.11.6 The Contractor shall not be relieved of responsibility for any deviation from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data or Samples unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submission

and the Architect has given written approval to the specific deviation. The Contractor shall not be relieved from responsibility for errors or omissions in the Shop Drawings, Product Data or Samples by the Architect's approval thereof.

4.11.7 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data or Samples, to revisions other than those requested by the Architect on previous submittals. Unless such written notice has been given, the Architect's approval of a resubmitted Shop Drawing, Product Data, or Sample shall not constitute approval of any changes not requested on the prior submittal.

4.11.8 No portion of the Work requiring submission of a Shop Drawing, Product Data or Sample shall be commenced until the Architect has approved the submittal. All such portions of the Work shall be in accordance with approved submittals.

4.12 USE OF SITE

4.12.1 The right of possession of the premises and the improvements made thereon by the Contractor shall remain at all times in the Owner. The Contractor's right of entry and use thereof arises solely from the permission granted by the Owner under the Contract Documents. The Contractor shall confine his apparatus, the storage of materials and the operations of his workmen to limits indicated by law, ordinances, the Contract Documents and permits and/or directions by the Architect and shall not unreasonably encumber the premises with his materials.

4.13 CUTTING AND PATCHING WORK

4.13.1 The Contractor shall be responsible for all cutting, fitting or patching that may be required to complete the Work or to make its several parts fit together properly.

4.13.2 The Contractor shall not damage or endanger any portion of the Work or the work of the Owner or any separate contractors by cutting, patching or otherwise altering any work, or by excavation. The Contractor shall not cut or otherwise alter the work of the Owner or any separate contractor except with the written consent of the Owner and of such separate contractor. The Contractor shall not unreasonably withhold from the Owner or any separate contractor his consent to cutting or otherwise altering the Work.

4.14 CLEANING UP

4.14.1 The Contractor at all times shall keep the premises free from accumulation of waste materials or rubbish caused by his operations. At the completion of the Work he shall remove all his waste materials and rubbish from and about the Project as well as all his tools, construction equipment, machinery and surplus materials. Immediately prior to the Architect's inspection for Substantial Completion, the Contractor shall completely clean the premises. Concrete and ceramic surfaces shall be cleaned and washed. Resilient coverings shall be cleaned, waxed and buffed. Woodwork shall be dusted and cleaned. Sash, fixtures, and equipment shall be thoroughly cleaned and vacuumed. Stains, spots, dust, marks and smears shall be removed from all surfaces. Hardware and all metal surfaces shall be cleaned and polished. Glass and plastic surfaces shall be thoroughly cleaned by professional window cleaners. All damaged, broken or scratched glass or plastic shall be replaced by the Contractor at his expense.

4.14.2 If the Contractor fails to clean up at the completion of the Work, the Owner may do so as provided in Paragraph 3.4 and the cost thereof shall be charged to the Contractor.

ARTICLE 5

SUBCONTRACTORS

5.1 DEFINITION

5.1.1 A subcontractor is a person or entity who has a direct contract with the Contractor to perform any of the Work at the site and as further defined by M.G.L. Chapter 30, Section 39F(3). The term subcontractor is referred to throughout the Contract Documents as if singular in number and masculine in gender and means a subcontractor or his authorized representative. The term subcontractor does not include any separate contractor or his subcontractors.

5.1.2 A sub-subcontractor is a person or entity who has a direct or indirect contact with a subcontractor to perform any of the Work at the site. The term sub-subcontractor is referred to throughout the Contract Documents as if singular in number and masculine in gender and means a sub-subcontractor or an authorized representative thereof.

5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

5.2.1 Unless otherwise required by the Contract Documents or the Bidding Documents, the Contractor, as soon as practicable after the award of the Contract, shall furnish to the Owner in writing, the names of the persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each of the principal portions of the Work. The Owner will promptly reply to the Contractor in writing stating whether or not the Owner, after due investigation, has reasonable objection to any such proposed person or entity.

5.2.2 The Contractor shall not contract with any such proposed person or entity to which the Owner has made reasonable objection. The Contractor shall not be required to contract with anyone to whom he has a reasonable objection.

5.2.3 If the Owner has reasonable objection to any such proposed person or entity, the Contractor shall submit a substitute to whom the Owner has no reasonable objection, and the Contract Sum shall be increased or decreased by the difference in cost occasioned by such substitution and an appropriate Change Order shall be issued; however, no increase in the Contract Sum shall be allowed for any such substitution unless the Contractor has acted promptly and responsively in submitting names.

5.3 SUBCONTRACTUAL RELATIONS

5.3.1 By an appropriate agreement, written where legally required for validity, the Contractor shall require each subcontractor, to the extent of the Work to be performed by the subcontractor, to be bound to the Contractor by the terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities which the Contractor, by these Documents, assumes toward the Owner. Said agreement

shall preserve and protect the rights of the Owner under the Contract Documents with respect to the Work to be performed by the subcontractor so that the subcontracting thereof will not prejudice such rights, and shall allow to the subcontractor, unless specifically provided otherwise in the Contractor-Subcontractor agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by these Documents, has against the Owner. Where appropriate, the Contractor shall require each subcontractor to enter into similar agreements with his sub-subcontractors. The Contractor shall make available to each proposed subcontractor, prior to the execution of the subcontract, copies of the Contract Documents to which the subcontractor will be bound by this Paragraph 5.3, and identify to the subcontractor any terms and conditions of the proposed subcontract which may be at variance with the Contract Documents. Each subcontractor shall similarly make copies of such Documents available to its sub-subcontractors.

ARTICLE 6

WORK BY OWNER OR BY SEPARATE CONTRACTORS

6.1 OWNER'S RIGHT TO PERFORM WORK AND TO AWARD SEPARATE CONTRACTS

6.1.1 The Owner reserves the right to perform work related to the Project with his own forces, and to award separate contracts in connection with other portions of the Project or other work on the site under these or similar Conditions of the Contract. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, he shall make such claim as provided elsewhere in the Contract Documents.

6.1.2 When separate contracts are awarded for different portions of the Project or other work on the site, the term Contractor in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

6.1.3 The Owner will provide for the coordination of the work of his own forces and of each separate contractor with the Work of the Contractor, who shall cooperate therewith as provided in Paragraph 6.2.

6.2 MUTUAL RESPONSIBILITY

6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for the introduction and storage of their materials and equipment and the execution of their work, and shall connect and coordinate his Work and theirs as required by the Contract Documents.

6.2.2 If any part of the Contractor's Work depends for proper execution or results upon the work of the Owner or any separate contractor, the Contractor shall, prior to proceeding with the Work, promptly report to the Architect any apparent discrepancies or defects in such other work that render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acceptance of the Owner's or separate contractors' work as fit and proper to receive his Work, except as to defects which may subsequently become apparent in such work by others.

6.2.3 Any costs caused by defective or ill-timed work shall be borne by the party responsible therefor.

6.2.4 Should the Contractor wrongfully cause damage to the work or property of the Owner, or to other work on the site, the Contractor shall promptly remedy such damages as provided in Subparagraph 10.2.5.

6.2.5 Should the Contractor wrongfully cause damage to the work or property of any separate contractor, the Contractor shall upon due notice promptly attempt to settle with such other contractor by agreement or otherwise to resolve the dispute. If such separate contractor sues the Owner on account of any damage alleged to have been caused by the Contractor, the Owner shall notify the Contractor.

6.3 OWNER'S RIGHT TO CLEAN UP

6.3.1 If a dispute arises between the Contractor and separate contractors as to their responsibility for cleaning up as required by Paragraph 4.14, the Owner may clean up and charge the cost thereof to the contractors responsible therefor as the Architect shall determine to be just.

ARTICLE 7 **MISCELLANEOUS PROVISIONS**

7.1 GOVERNING LAW

7.1.1 The Contract shall be governed by the law of the Commonwealth of Massachusetts.

7.2 SUCCESSORS AND ASSIGNS

7.2.1 The Owner and the Contractor each binds himself, his partners, successors, assigns and legal representatives to the other party hereto and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants, agreements, and obligations contained in the Contract Documents. Neither party to the Contract shall assign the Contract or sublet it as a whole without the written consent of the other, nor shall the Contractor assign any moneys due or to become due to him hereunder, without the previous written consent of the Owner.

7.3 WRITTEN NOTICE

7.3.1 Written notice shall be deemed to have been duly served if delivered in person to an authorized representative of the person or entity for whom it was intended, or if delivered at or sent by registered or certified mail or by telegraph to the address of such person or entity set forth in the Agreement or in a subsequent written notice.

7.4 CONSENT OR WAIVER

7.4.1 No consent or waiver, express or implied, by the Owner to, or of, any breach of any covenant, condition or duty of the Contractor shall be construed as a consent to or waiver of any other breach of the same or any other covenant, condition or duty.

7.5 RIGHTS AND REMEDIES

7.5.1 The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies

otherwise imposed or available by law.

ARTICLE 8

TIME

8.1 DEFINITIONS

8.1.1 Unless otherwise provided, the Contract Time is the period of time allotted in the Contract Documents for Substantial Completion of the Work.

8.1.2 The Date of Commencement of the Work is the date established in a notice to proceed. If there is no notice to proceed, it shall be the date of the Owner-Contractor Agreement or such other date as may be established therein.

8.1.3 The Date of Substantial Completion of the Work or designated portion thereof is the date certified by the Architect when construction is sufficiently complete, in accordance with the Contract Documents, so the Owner can occupy or utilize the Work or designated portion thereof for the use for which it is intended and only minor items which can be corrected or completed without substantial interference with the Owner's use of the Work remain to be corrected or completed.

8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically designated.

8.1.5 The term "working day" shall mean any calendar day except Saturdays, Sundays, and legal holidays at the place of the Work.

8.2 PROGRESS AND COMPLETION

8.2.1 All time limits stated in the Contract Documents are of the essence to the Contract.

8.2.2 Nothing herein shall limit the Owner's right to liquidated or other damages for delays by the Contractor or to any other remedy which he may possess under other provisions of the Contract Documents or by law.

8.3 DELAYS AND EXTENSIONS OF TIME

8.3.1 Any delay and subsequent request for an extension of time shall be governed by M.G.L. Chapter 30, Section 39(O) and the Owner-Contractor Agreement.

8.3.2 No work shall be suspended without the written permission of the Owner or his representative.

ARTICLE 9

PAYMENTS AND COMPLETION

9.1 CONTRACT SUM

9.1.1 The Contract Sum is stated in the Owner-Contractor Agreement and, including authorized adjustments thereto, is the total amount payable by the Owner to the Contractor for the performance of the Work under the Contract Documents.

9.2 SCHEDULE OF VALUES

9.2.1 Before the first Application for Payment, the Contractor shall submit to the Architect a schedule of values allocated to the various portions of the Work, prepared in such form and supported by such data to substantiate its accuracy as the Architect may require and shall be revised if later found by the Architect to be inaccurate. This schedule, unless objected to by the Architect, shall be used only as a basis for the Contractor's Applications for Payment.

9.3 APPLICATIONS FOR PAYMENT

9.3.1 At least ten days before the date for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment notarized, if required, supported by such data substantiating the Contractor's right to payment as the Owner or the Architect may require, and reflecting retainage, if any. The format and number of copies of such Application for Payment shall be as directed by the Architect.

9.3.2 Unless otherwise provided in the Contract Documents, payments will be made on account of materials or equipment not incorporated in the Work but delivered and suitably stored at the site and, if approved in advance by the Owner, payments may similarly be made for materials or equipment suitably stored at some other location agreed upon in writing. Payments for materials or equipment stored on or off the site shall be conditioned upon submission by the Contractor of bills of sale or such other procedures satisfactory to the Owner to establish the Owner's title to such material or equipment or otherwise protect the Owner's interest, including applicable insurance and transportation to the site for those materials and equipment stored off the site. The Contractor shall reimburse the Owner for any loss or damage to such unincorporated material or equipment not covered by insurance.

9.3.3 The Contractor warrants that title to all work, materials and equipment covered by an Application for Payment will pass to the Owner either by incorporation in the construction or upon the receipt of payment by the Contractor, whichever occurs first, free and clear of all liens, claims, security interests or encumbrances, hereinafter referred to in this Article 9 as "liens." The Contractor further agrees that the submission of any Application for Payment shall conclusively be deemed to waive all liens with respect to said work, materials and labor to which the Contractor then may be entitled; provided, however, that in no event shall such waiver of lien rights waive right to payment for said work, materials and labor.

9.3.4 Each Application for Payment or periodic estimate requesting payment must be accompanied by a certificate from each subcontractor performing work on the Project stating that he has been paid all amounts due him on the basis of the previous periodic payment to the Contractor, or else stating the amount not so paid and the reason for the discrepancy. In the event of any such discrepancy, the Contractor shall be required to furnish his own written explanation.

9.4 CERTIFICATES FOR PAYMENT

9.4.1 The Architect will, within seven days after the receipt of the Contractor's Application for Payment, either certify a Certificate for Payment to the Owner, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor in writing his reasons for withholding certification or a Certificate as provided in Subparagraph 9.6.1.

9.4.2 The certification of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the data comprising the Application for Payment, that the Work has progressed to the point indicated; that, to the best of his knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents (subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to the results of any subsequent tests required by or performed under the Contract Documents, to minor deviations from the Contract Documents correctable prior to completion, and to any specific qualifications stated in his Certificate); and that the Contractor is entitled to payment in the amount certified. However, by certifying a Certificate for Payment, the Architect shall not thereby be deemed to represent that he has made exhaustive or continuous on-site inspections to check the quality or quantity of the Work or that he has reviewed the construction means, methods, techniques, sequences or procedures, or that he has made any examination to ascertain how or for what purpose the Contractor has used the moneys previously paid on account of the Contract.

9.5 PROGRESS PAYMENTS

9.5.1 After the Architect has certified a Certificate for Payment, the Owner shall make payment in the manner and within the time provided by M.G.L. Chapter 30, Section 39K.

9.5.2 The Contractor shall promptly pay each subcontractor employed upon the Work upon receipt of payment from the Owner, out of the amount paid to the Contractor on account of such subcontractor's work, the amount to which the subcontractor is entitled, reflecting the percentage actually retained, if any, from payments to the Contractor on account of such subcontractor's work. The Contractor shall, by an appropriate agreement with each subcontractor, require each subcontractor to make payment to his sub-subcontractors in similar manner.

9.5.3 The Architect may, on request and at his discretion, furnish to any subcontractor, if practicable, information regarding the percentages of completion or the amounts applied for by the Contractor and the action taken thereon by the Architect on account of Work done by such subcontractor.

9.5.4 Neither the Owner nor the Architect shall have any obligation to pay or to see the payment of any monies to any subcontractor except as may otherwise be required by law.

9.5.5 No Certificate for a progress payment, nor any progress payment, nor any partial or entire use or occupancy of the Project by the Owner, shall constitute an acceptance of any Work not in accordance with the Contract Documents.

9.6 PAYMENTS WITHHELD

9.6.1 The Architect may decline to certify payment, in whole or in part, to the extent reasonably necessary to protect the Owner if, in his opinion, he is unable to make representations to the Owner as provided in Subparagraph 9.4.2. If the Architect is unable to make representations to the Owner as provided in

Subparagraph 9.4.2, and to certify payment in the amount of the Application, he will notify the Contractor as provided in Subparagraph 9.4.1. If the Contractor and the Architect cannot agree on a revised amount, the Architect will promptly certify a Certificate for Payment for the amount for which he is able to make such representation to the Owner. The Architect may also decline to certify payment, or because of subsequently discovered evidence or subsequent observations he may nullify the whole or any part of any Certificate of Payment previously certified, to such extent as may be necessary, in his opinion, to protect the Owner from loss because of:

- (1) defective work not remedied;
- (2) third party claims filed or reasonable evidence indicating probable filing of such claims;
- (3) failure of the Contractor to make payments properly to subcontractors or for labor, materials or equipment;
- (4) reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- (5) damage to the Owner;
- (6) reasonable evidence that the Work will not be completed within the Contract Time;
- (7) persistent failure to carry out the Work in accordance with the Contract Documents; or (if applicable)
- (8) failure of mechanical trades or electrical trades subcontractors to comply with mandatory requirements for maintaining record drawings. The Contractor shall be required to check record drawings each month. The Architect shall require written confirmation that the record drawings are "up-to-date" before approval of the Contractor's monthly payment requisition will be considered.

9.6.2 When the above grounds in Subparagraph 9.6.1 are removed, payment shall be made for amounts withheld because of them.

9.7 FAILURE OF PAYMENT

9.7.1 If the Owner does not pay the Contractor as required by the provisions of M.G.L. Chapter 30, Section 39K, the Contractor may demand interest on such payment as provided under said statute.

9.8 SUBSTANTIAL COMPLETION

9.8.1 When the Contractor considers that the Work, or a portion thereof designated in the Contract Documents for separate completion, is substantially complete as defined in subparagraph 8.1.3, the Contractor shall submit to the Architect, (1) a list of items to be completed or corrected, and (2) all special warranties required by the Contract Documents endorsed by the Contractor and in a form reasonably acceptable to the Architect. The failure to include any items on the list mentioned in the preceding sentence does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. When the Architect on the basis of an inspection determines that the Work or designated portion thereof is substantially complete, and when the Contractor has submitted to the Architect the special warranties, as provided in the first sentence of this subparagraph, the Architect will then certify a Certificate of Substantial Completion which shall establish the Date of Substantial Completion, shall state the responsibilities of the Owner and the Contractor for security, maintenance, heat, utilities, damage to the Work, and insurance, and shall fix the time within which the Contractor shall complete the items listed

therein. Warranties required by the Contract Documents shall commence on the Date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion. The Certificate of Substantial Completion shall be submitted to the Owner and the Contractor for their written acceptance of the responsibilities assigned to them in such Certificate.

9.8.2 Upon Substantial Completion of the Work or designated portion thereof and upon application by the Contractor and certification by the Architect, the Owner shall make payment as provided in M.G.L. Chapter 30, Section 39K.

9.9 FINAL COMPLETION AND FINAL PAYMENT

9.9.1 Upon receipt of written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when he finds the Work acceptable under the Contract Documents and the Contract fully performed, he will promptly certify a final Certificate of Payment stating that to the best of his knowledge, information and belief, and on the basis of his observations and inspections, the Work has been completed in accordance with the terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor, as noted in said final Certificate, is due and payable. The Architect's certification of the final Certificate for Payment will constitute further representation that the conditions precedent to the Contractor's being entitled to final payment as set forth in Subparagraph 9.9.2 have been fulfilled.

9.9.2 Unless otherwise required by applicable law, neither the final payment nor the remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that all payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner might in any way be responsible, have been paid or otherwise satisfied, (2) consent of surety, to final payment, and (3) if required by the Owner, other data establishing payment or satisfaction of all such obligations, such as receipts, releases and waivers of liens, arising out of the Contract, to the extent and in such form as may be designated by the Owner. If the Contractor fails to furnish such releases or waivers as the Owner reasonably requires to satisfy the Owner that there are not outstanding claims, the Owner may require the Contractor, as a condition of final payment, to furnish a bond satisfactory to the Owner to indemnify the Owner against any such claims.

9.9.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed though no fault of the Contractor or by the issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed or corrected and accepted. If the remaining balance for Work not fully completed or corrected is less than the retainage stipulated in the Contract Documents, the written consent of the surety to the payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under the terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

9.9.4 The acceptance of final payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and identified by the Contractor as unsettled at the time of the final Application for Payment.

ARTICLE 10
PROTECTION OF PERSONS AND PROPERTY

10.1 SAFETY PRECAUTIONS AND PROGRAMS

10.1.1 The Contractor shall be responsible for initiating maintaining and supervising all safety precautions and programs in connection with the Work.

10.2 SAFETY OF PERSONS AND PROPERTY

10.2.1 The Contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to: (1) all employees on the Work and all other persons who may be affected thereby; (2) all the Work and all materials and equipment to be incorporated therein, whether in storage on or off the site, under the care, custody or control of the Contractor or any of his subcontractors or sub-subcontractors; and (3) other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

10.2.2 The Contractor shall give all notices and comply with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

10.2.3 The Contractor shall erect and maintain, as required by existing conditions and progress of the Work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

10.2.4 When the use or storage of explosives or other hazardous materials or equipment is necessary for the execution of the Work, the Contractor shall exercise the utmost care and shall carry on such activities under the supervision of properly qualified personnel.

10.2.5 The Contractor shall promptly remedy all damage or loss (other than damage or loss insured under Paragraph 11.3) to any property referred to in Clause 10.2.1(2) and 10.2.1(3) caused in whole or in part by the Contractor, any subcontractor, any sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone whose acts any one of them may be liable and for which the Contractor is responsible under Clauses 10.2.1(2) and 10.2.1(3), except damage or loss attributable to the acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor.

10.2.6 The Contractor shall designate a responsible member of his organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent, unless otherwise designated by the Contractor in writing to the Owner and the Architect.

10.2.7 The Contractor shall not load or permit any part of the Work to be loaded so as to endanger its safety.

10.3 EMERGENCIES

10.3.1 In any emergency affecting the safety of persons or property, the Contractor shall act to prevent threatened damage, injury or loss. Any additional compensation or extension of time claimed by the Contractor on account of emergency work shall be determined as provided in Article 12 for the Changes in the Work.

ARTICLE 11

INSURANCE

11.1 CONTRACTOR'S LIABILITY INSURANCE

11.1.1 The Contractor shall purchase and maintain in a company or companies to which the Owner has no reasonable objection, such insurance as will protect him from claims set forth below which may arise out of or result from the Contractor's operations under the Contract, whether such operations be by himself or by any subcontractor or anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- (1) claims under workers' or workmen's compensation, disability benefit and other similar employee benefit acts;
- (2) claims for damages because of bodily injury, occupational sickness or disease, or death of his employees;
- (3) claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;
- (4) claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offence directly or indirectly related to the employment of such person by the contractor or, (2) by any other person;
- (5) claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; and
- (6) claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle.

11.1.2 The insurance required by Subparagraph 11.1.1 shall include all major divisions of coverage, and shall be on a comprehensive general basis including Premises and Operations (including X-C-U), Owner's and Contractor's Protective Products and Completed Operations, and Owned, Non-owned, and Hired Motor Vehicles. Such insurance shall be written for not less than any limits of liability required by law or those set forth below, whichever is greater.

- (1) Workmen's Compensation -Statutory/Employers Liability \$500,000.
- (2) Commercial General Liability - Per Occurrence / Aggregate \$1,000,000 / \$2,000,000
- (3) Automobile Liability - Bodily Injury & Property Damage combined single limit of \$ 1,000,000 (all owned, hired and non-owned autos).
- (4) Excess / Umbrella Liability – Per Occurrence / Aggregate: \$ 1,000,000 / \$ 1,000,000
- (5) Independent Contractors -Same limits as above
- (6) Products and Completed Operations -Same limits as above commencing with issuance of final Certificate of Payment.
- (7) Contractual Liability - Same limits as above.

11.1.3 The insurance required by Subparagraph 11.1.1 shall include contractual liability insurance.

11.1.4 Certificates of Insurance acceptable to the Owner shall be filed with the Owner. These Certificates shall contain a provision that coverages afforded under the policies will not be canceled until at least thirty (30) days prior written notice has been given to the Owner.

11.1.4.1 These certificates shall set forth evidence of all coverage required above. The Contractor shall furnish to the Owner copies of any endorsements that are subsequently issued amending limits of coverage.

11.2 PROPERTY INSURANCE

11.2.1 The Contractor shall purchase and maintain property insurance upon the entire Work at the site to the full insurable value thereof. This insurance shall include the interests of the Owner, the Contractor, subcontractors and sub-subcontractors in the Work and shall insure against the perils of fire and extended coverage and shall include "all risk" insurance for physical loss or damage including, without duplication of coverage, theft, vandalism and malicious mischief.

11.2.2 The Owner shall purchase and maintain such boiler and machinery insurance as may be required by the Contract Documents or by law. This insurance shall include the interests of the Owner, the Contractor, subcontractors and sub-subcontractors in the Work.

11.2.3 The Contractor shall file a copy of all policies with the Owner before an exposure to loss may occur.

ARTICLE 12 **CHANGES IN THE WORK**

12.1 CHANGE ORDERS

12.1.1 The Owner, without invalidating the Contract, may order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and the Contract Time being adjusted accordingly. All such changes in the Work shall be authorized by Change Order, and shall be performed under the applicable conditions of the Contract Documents.

12.1.2 A Change Order is a written order to the Contractor signed by the Owner and the Architect, issued after execution of the Contract, authorizing or directing a change in the Work and/or an adjustment in the Contract Sum or the Contract Time, or both. The Contract Sum and the Contract Time may be changed only by Change Order. A Change Order signed by the Contractor indicates his agreement with the terms thereof, including the adjustment in the Contract Sum or the Contract Time.

12.1.3 If the Contractor does not agree with the terms of the Change Order, the Contractor shall return the unsigned Change Order to the Owner. In such event, the Work, Contract Sum and /or Contract Time shall be adjusted as reflected in the Change Order, subject to the Contractor's rights under M.G.L. Chapter 30, Section 39J, but in no event shall the Contractor refuse to perform the Work as modified by the Change Order.

12.2 CLAIMS FOR ADDITIONAL COST

12.2.1 If the Contractor claims that any instructions or orders, whether oral, written, drawings, or otherwise, involve extra cost or time, and such instructions or orders are not accompanied by a written acknowledgment by the Owner that extra payment will be made or time extended, he shall promptly so notify the Owner in writing and shall not proceed with the work until he has received a further written order to proceed; except, as provided in Paragraph 10.3, in the case of an emergency affecting life or property.

12.2.2 Upon receipt from the Contractor of a written notice of claim as provided in Paragraph 12.2.1, the Architect shall review such claim, and if he determines that any work in dispute should proceed, he shall issue to the Contractor a written order, signed by the Owner, (1) to proceed, which shall approve or deny the Contractor's claim, in whole or in part, or (2) to proceed subject to a later determination by the Architect of the Contractor's right to extra payment.

12.2.3 To the extent that the Architect, when issuing the written order to proceed described in 12.2.2, approves the Contractor's claim, the Contract Sum and/or Contract Time shall be adjusted by Change Order. If the Architect, when issuing his written order to proceed denies, in whole or in part, the Contractor's claim, the Contractor shall proceed with the work without delay, subject to the Contractor's rights under M.G.L. Chapter 30, Section 39J. If the Architect, when issuing his written order to proceed, instructs the Contractor to proceed with the work subject to a later determination by the Architect of the Contractor's right to extra payment or time, the Contractor shall proceed with the Work without delay.

12.3 MINOR CHANGES IN THE WORK

12.3.1 The Architect shall have the authority to order minor changes in the Work that do not involve an adjustment in the Contract Sum or an extension of the Contract Time, and are not inconsistent with the intent of the Contract Documents. Such changes shall be effected by written order, and shall be binding on the Owner and the Contractor. The Contractor shall carry out such written orders promptly.

12.4 EQUITABLE ADJUSTMENTS

12.4.1 Equitable adjustments in the Contract Sum shall be determined according to one of the following methods, or a combination thereof; as determined by the Owner:

- (1) fixed price basis, provided that the price shall be inclusive of items 3(a) through 3(d), below, and shall be computed in accordance with those provisions.
- (2) estimated lump sum basis to be adjusted in accordance with Contract unit prices, or other agreed upon unit prices, provided that the unit prices shall be inclusive of all costs related to such equitable adjustments.
- (3) time and materials basis, based upon a not to exceed, predetermined upset amount to be subsequently adjusted on the basis of actual costs comprised of items (a) through (d) below:
 - (a) the costs at prevailing rates for direct labor, material and use of equipment;
 - (b) plus, the costs of Workmen's Compensation Insurance, Liability Insurance, Federal Social Security and Massachusetts Unemployment Compensation; or as an alternative, the Contractor may elect to add a flat twenty-five (25%) percent to the total labor rate in (a), above;
 - (c) plus, ten (10) percent of (a), above, for overhead, superintendence and profit which will be paid to the Contractor for the work of the Contractor and all his subcontractors. The

- contracting parties referred to in this subparagraph shall agree upon the distribution of the ten (10) percent as a matter of contract between each other;
- (d) plus actual direct premium costs of payment and performance bonds required of the Contractor provided there would be an appropriate credit for premiums for a credit change order.

12.4.2 If the net change is an addition to the Contract Sum, it shall include the Contractor's overhead, superintendence and profit. On any change that involves a net credit, no allowance for overhead superintendence and profit shall be figured. For any change that does not include labor performed or materials installed in the Project, there will be no markup for the contractor's overhead, superintendence, and profit, notwithstanding any net increase in the Contract Sum. Charges for small tools known as "tools of the trade" are not to be computed in the amount of an equitable change.

ARTICLE 13

UNCOVERING AND CORRECTION OF WORK

13.1 UNCOVERING OF WORK

13.1.1 If any portion of the Work should be covered contrary to the request of the Architect or to requirements specifically expressed in the Contract Documents, it must, if required in writing by the Architect, be uncovered for his observation and shall be replaced at the Contractor's expense.

13.1.2 If any other portion of the Work has been covered which the Architect has not specifically requested to observe prior to being covered, the Architect, with the approval of the Owner, may request to see such Work and it shall be uncovered by the Contractor. If such Work is found to be in accordance with the Contract Documents, the cost of uncovering and replacement shall, by appropriate Change Order, be charged to the Owner. If such Work is found not to be in accordance with the Contract Documents, the Contractor shall pay such costs unless it is found that the Owner or a separate contractor caused this condition, whereupon the Owner shall be responsible for such costs.

13.2 CORRECTION OF WORK

13.2.1 The Contractor shall promptly correct all Work rejected by the Architect as defective or as failing to conform to the Contract Documents, whether observed before or after Substantial Completion, and whether or not fabricated, installed or completed. The Contractor shall bear all costs of correcting such rejected Work, including compensation for the Architect's additional services made necessary thereby and any costs, loss, or damages to the Owner resulting from such failure or defect.

13.2.2 If, within one year after the Date of Substantial Completion of the Work or any designated portion thereof, or within one year after acceptance by the Owner of any designated equipment or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by the Contract Documents, if any of such Work is found to be defective or not in accordance with the Contract Documents, the Contractor shall correct it promptly after receipt of a written notice from the Owner to do so; unless the Owner has previously given the Contractor a written acceptance of such condition. This obligation shall survive any termination of the Contract. The Owner shall give such notice

promptly after discovery of the condition.

13.2.3 The Contractor shall remove from the site all portions of the Work which are defective or nonconforming and which have not been corrected under Subparagraphs 13.2.1 and 13.2.2, unless removal is waived by the Owner.

13.2.4 If the Contractor fails to correct defective or nonconforming Work as provided in Subparagraphs 13.2.1 and 13.2.2, the Owner may correct it in accordance with Paragraph 3.4.

13.2.5 If the Contractor does not proceed with the correction of such defective or non-conforming work within a reasonable time, fixed by written notice from the Architect, the Owner may remove it and may store the materials or equipment at the expense of the Contractor. If the Contractor does not pay the cost of such removal and storage within ten days thereafter, the Owner may, upon ten additional days written notice, sell such Work at auction or at private sale and shall account for the net proceeds thereof, after deducting all the costs that should have been borne by the Contractor, including compensation for the Architect's additional services made necessary thereby. If such proceeds of sale do not cover all costs that the Contractor should have borne, the difference shall be charged to the Contractor and an appropriate Change Order shall be issued. If the payments then or thereafter due the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the Owner.

13.2.6 The Contractor shall bear the cost of making good all work of the Owner or separate contractors destroyed or damaged by such correction or removal.

13.2.7 Nothing contained in this Paragraph 13.2 shall be construed to establish a period of limitation with respect to any other obligation which the Contractor might have under the Contract Documents. The establishment of the time period of one year after the Date of Substantial Completion or such longer period of time as may be prescribed by law or by the terms of any warranty required by the Contract Documents relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which his obligation to comply with the Contract Documents may sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to his obligation other than specifically to correct the Work.

13.3 ACCEPTANCE OF DEFECTIVE, NON-CONFORMING OR INCOMPLETE WORK

13.3.1 If the Owner prefers to accept defective, non-conforming, or incomplete Work, he may do so instead of requiring its removal and correction or completion, in which case a Change Order will be issued to reflect an equitable reduction in the Contract Sum. Such adjustment shall be effected whether or not final payment has been made.

SUPPLEMENTARY GENERAL CONDITIONS – PART I

STATUTORY PROVISIONS FOR MASSACHUSETTS
PUBLIC CONSTRUCTION CONTRACTS
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SUPPLEMENTARY GENERAL CONDITIONS – PART I
STATUTORY PROVISIONS FOR MASSACHUSETTS
PUBLIC CONSTRUCTION CONTRACTS

The following provisions are required by or are intended to be consistent with requirements of Massachusetts statutes governing public construction contracts in the Commonwealth of Massachusetts (hereinafter referred by statute to be included herein shall be deemed to be so included. In addition, the parties recognize that other rights, duties, and obligations with respect to public construction contracts are provided for in the Contract Documents. In case of conflict between the provisions of these Supplementary General Conditions and other provisions in the Contract Documents, the provisions of these Supplementary General Conditions shall govern. In case of conflict between the provisions of these Supplementary General Conditions and the provisions of any applicable statute, the statutory provisions shall govern. Where the term “awarding authority” appears in the following paragraphs, it shall be taken as meaning the Owner.

ARTICLE 1 – PAYMENT, CONTRACT ADMINISTRATION, etc.

1.1 “Or Equal” Clause: (Statutory reference: M.G.L. Chapter 30, Section 39M(b))

This Paragraph 1.1 applies to every contract subject to M.G.L. Chapter 30, Section 39M(b).

This Paragraph 1.1 applies to every contract for the construction, reconstruction or repair of any public work or for the purchase of any material by the Commonwealth, any political subdivision thereof, or any county, city, town, district or housing authority (above certain dollar limits, as stated in the statute), and to contracts awarded pursuant to M.G.L. Chapter 149, Sections 44A through 44H. The said Sections 44A through 44H apply to every contract for the construction, reconstruction, installation, demolition, maintenance or repair of any building by a department, agency, board, commission, authority, or other instrumentality or the Commonwealth or political subdivision thereof, or two or more subdivisions thereof, but not including the Massachusetts Bay Transportation Authority, estimated to cost more than a dollar amount set forth in M.G.L. Chapter 149, Section 44A.

Every such contract shall provide that an item equal to that named or described in the said specifications may be furnished. Where products or materials are prescribed by manufacturer name, trade name, or catalog reference, the words “or approved equal” shall be understood to follow. An item shall be considered equal to the item so named or described if, in the opinion of the awarding authority:

- a. It is at least equal in quality, durability, appearance, strength, and design;
- b. it will perform at least equally the function imposed by the general design for the public work being contracted for or the material being purchased, and
- c. it conforms substantially, even with deviations, to the detailed requirements for the items as indicated by the specifications. For each item of material the specifications shall provide for either a minimum of three named brands of material or a description of material which can be met by a minimum of three manufacturers or producers, and for the equal of any one of said name or described materials.

Any structural or mechanical changes made necessary to accommodate substituted equipment under this paragraph shall be at the expense of the Contractor or Subcontractor responsible for the work item. See other paragraphs of General and Supplementary Conditions for procedures to be used in determining compliance with the standards of this paragraph.

1.2 Delays: (Statutory reference: Chapter 30, Section 39O). This Paragraph 1.2 applies to every contract subject to M.G.L. Chapter 30, Section 39M and to every contract subject to Chapter 149, Sections 44A through 44H.

In the event a suspension, delay, interruption or failure to act of the awarding authority increases the cost of performance to any subcontractor, that subcontractor shall have the same rights against the general contractor for payment for an increase in the cost of his performance as provisions (a) and (b) give the general contractor against the awarding authority, but nothing in provisions (a) and (b) shall in any way change, modify or alter any other rights which the general contractor or the subcontractor may have against each other.

Except as otherwise provided by law and by this Paragraph 1.2, the Contractor shall not be entitled to damages on account of any hindrances or delays, avoidable or unavoidable; but if such delay be occasioned by the awarding authority, the Contractor may be entitled to an extension of time only, in which to complete the work, to be determined by the Architect.

(a) The awarding authority may order the general contractor in writing to suspend, delay, or interrupt all or any part of the work for such period of time as it may determine to be appropriate for the convenience of the awarding authority; provided however, that if there is a suspension, delay or interruption for fifteen days or more or due to a failure of the awarding authority to act within the time specified in this contract, the awarding authority shall make an adjustment in the contract price for any increase in the cost of performance of this contract but shall not include any profit to the general contractor on such increase; and provided further, that the awarding authority shall not make any adjustment in the contract price under this provision for any suspension, delay, interruption or failure to act to the extent that such is due to any cause for which this contract provides for an equitable adjustment of the contract price under any other contract provisions.

(b) The general contractor must submit the amount of a claim under provision (a) to the awarding authority in writing as soon as practicable after the end of the suspension, delay, interruption or failure to act and, in any event, not later than the date of final payment under this contract and, except for costs due to a suspension order, the awarding authority shall not approve any costs in the claim incurred more than twenty days before the general contractor notified the awarding authority in writing of the act or failure to act involved in the claim.

1.3 Deviations: (Statutory referenced: M.G.L. Chapter 30, section 39I) This Paragraph 1.3 applies to every contract for the construction, alteration, maintenance, repair or demolition of, or addition to, any public building or public works for the Commonwealth or any political subdivision thereof.

The Contractor shall perform all the work required by this contract in conformity with the plans and specifications contained therein. No willful and substantial deviation from said plans and specifications shall be made unless authorized in writing by the awarding authority or by the Engineer or Architect in charge of the work who is duly authorized by the awarding authority to approve such deviations. In order

to avoid delays in the prosecution of the work required by such contract, such deviation from the plans or specifications may be authorized by a written order of the awarding authority or such Engineer or Architect so authorized to approve such deviation. Within thirty days thereafter, such written order shall be confirmed by a certificate of the awarding authority stating: (1) If such deviation involves any substitution or elimination of materials, fixtures or equipment, the reasons why such materials, fixtures or equipment were included in the first instance and the reasons for substitution or elimination, and, if the deviation is of any other nature, the reasons for such deviation, giving justification therefor (2) that the specified deviation does not materially injure the project as a whole; (3) that either the work substituted for the work specified is the same cost and quality, or that an equitable adjustment has been agreed upon between the awarding authority and the Contractor and the amount in dollars of said adjustment; and (4) that the deviation is in the best interest of the awarding authority.

Such certificate shall be signed under the penalties of perjury and shall be a permanent part of the file record of the work contracted for.

Whoever violates any provision of this section willfully and with intent to defraud shall be punished by a fine of not more than five thousand dollars or by imprisonment for not more than six months, or both.

1.4 Finality of Decisions by Awarding Authority or Architect: (Statutory reference: M.G.L. Chapter 30, Section 39J) This Paragraph 1.4 applies to every contract for the construction, reconstruction, alteration, remodeling, repair or demolition of any public building or public works by the Commonwealth or by any county, city, district, board, commission, or other public body, when the amount of the contract exceeds the amount stated in M.G.L. Chapter 30, Section 39J.

Notwithstanding any contrary provision of this contract, a decision by the contracting body or by any administrative board, official or agency, or by any architect or engineer, on a dispute, whether of fact or of law, arising under said contract shall not be final or conclusive if such decision is made in bad faith, fraudulently, capriciously, or arbitrarily, is unsupported by substantial evidence, or is based upon error of law.

1.5 Differing Site Conditions: (Statutory reference: M.G.L. Chapter 30, Section 39N) This Paragraph 1.5 applies to every contract subject to M.G.L. Chapter 30, Section 39M and to every contract subject to M.G.L. Chapter 49, Sections 44A through 44H.

If, during the progress of the work, the Contractor or the awarding authority discovers that the actual subsurface or latent physical conditions encountered at the site differ substantially or materially from those shown on the plans or indicated in the Contract Documents, either the Contractor or the contracting authority may request an equitable adjustment in the contract price of the contract applying to work affected by the differing site conditions. A request for such an adjustment shall be in writing and shall be delivered by the party making such claim to the other party as soon as possible after such conditions are discovered. Upon receipt of such a claim from a Contractor, or upon its own initiative, the awarding authority shall make an investigation of such physical conditions, and, if they differ substantially or materially from those shown on the plans or indicated in the Contract Documents or from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the plans and Contract Documents and are such a nature as to cause an increase or decrease in the cost of the work, the contracting authority shall make an equitable adjustment in the contract price and the contract shall be modified in writing

accordingly.

1.6 Timely Decision by Awarding Authority: (Statutory reference: M.G.L. Chapter 30, Section 39P) This Paragraph 1.6 applies to every contract subject to M.G.L. Chapter 30, Section 39M, and to every contract subject to M.G.L. Chapter 149, Sections 44A through 44H.

In every case in which this contract requires the awarding authority, any official, its Architect or Engineer to make a decision on interpretation of the specifications, approval of equipment, material or any other approval, or progress of the work, the decision shall be made promptly and, in any event, no later than thirty days after the written submission for decision; but if such decision requires extended investigation and study, the awarding authority, the official, Architect or Engineer shall, within thirty days after the receipt of the submission, give the party making the submission written notice of the reasons why the decision cannot be made within the thirty-day period and the date by which the decision will be made.

1.7 Certificate of Appropriation: (Statutory reference: M.G.L. Chapter 44, Section 31C) This Paragraph 1.7 applies to contracts for construction, reconstruction, alteration, remodeling, repair or demolition of any public building or public work by any city or town costing more than the amount set forth in M.G.L. Chapter 44, Section 31C.

This Contract shall not be deemed to have been made until the auditor or accountant or other officer of the city or town having similar duties has certified thereon that an appropriation in the amount of such contract is available therefor and that an officer or agent of the city, town, or awarding-authority has been authorized to execute said contract and approve all requisitions and change orders. No order to the Contractor for a change in or addition to the work to be performed under a contract subject to this section, whether in the form of a drawing, plan, detail or any other written instruction, unless it is an order which the Contractor is willing to perform without any increase in the contract price, shall be deemed to have been given until the auditor or accountant, or other officer of the awarding authority having similar duties, has certified thereon that an appropriation in the amount of such order is available therefor; but such certificate shall not be construed as an admission by the awarding authority of its liability to pay for such work. The certificate of the auditor or accountant or other officer of the awarding authority having similar duties, that an appropriation in the amount of such contract or order is available shall bar any defense by the awarding authority on the ground of insufficient appropriation; and any law barring payment in excess of appropriations shall not apply to amounts covered by any certificate under this section.

1.8 Method of Payment: (Statutory reference: M.G.L. Chapter 30, Section 39K) This Paragraph 1.8 applies to every contract for the construction, reconstruction, alteration, remodeling, repair or demolition of any public building by the Commonwealth, or by any county, city, town, district, board, commission or other public body, when the amount is more than two thousand dollars, or the amount set forth in M.G.L. Chapter 30, Section 39K.

1.8.1 Within fifteen days after receipt from the Contractor, at the place designated by the awarding authority if such a place is so designated, of a periodic estimate requesting payment of the amount due for the preceding month, the awarding authority will make a periodic payment to the Contractor for the work performed during the preceding month and for the materials not incorporated in the work but delivered and suitably stored at the site (or at some location agreed upon in writing) to which the Contractor has title or to which a Subcontractor has title and has authorized the Contractor to

transfer title to the awarding authority, upon certification by the contractor that he is the lawful owner and that the materials are free from all encumbrances, but less (1) a retention based on its estimate of the fair value of its claims against the Contractor and less (2) a retention for direct payments to Subcontractors based on demands for same in accordance with the provisions of Paragraph 1.10 of these Supplementary General Conditions, and less (3) a retention not exceeding five percent of the approved amount of the periodic payment. After the receipt of a periodic estimate requesting final payment and within sixty-five days after (a) the Contractor fully completes the work or substantially completes the work so that the value of the work remaining to be done is, in the estimate of the awarding authority, less than one percent of the original contract price, or (b) the Contractor substantially completes the work and the awarding authority takes possession for occupancy, whichever occurs first, the awarding authority shall pay the contractor the entire balance due on the contract less (1) a retention based on its estimate of the fair value of its claims against the Contractor and of the cost of completing the incomplete and unsatisfactory items of work and less (2) a retention for direct payments to Subcontractors based on demands for same in accordance with the provisions of Paragraph 1.10 of these Supplementary General Conditions, or based on the record of payments by the Contractor to the Subcontractors under this contract if such record of payment indicates that the Contractor has not paid Subcontractors as provided in Paragraph 1.10. If the awarding authority fails to make payment as herein provided, there shall be added to each such payment daily interest at the rate of three percentage points above the rediscount rate then charged by the Federal Reserve Bank of Boston commencing on the first day after said payment is due and continuing until the payment is delivered or mailed to the contractor; provided, that no interest shall be due, in any event, on the amount due on a periodic estimate for final payment until fifteen days...after receipt of such periodic estimate from the Contractor, at the place designated by the awarding authority if such a place is so designated. The Contractor agrees to pay to each Subcontractor a portion of any such interest paid in accordance with the amount due each Subcontractor.

1.8.2 The awarding authority may make changes in any periodic estimate submitted by the Contractor, and the payment due on said periodic estimate shall be computed in accordance with the change so made, but such changes or any requirement for a corrected periodic estimate shall not affect the due date for the periodic payment or the date for the commencement of interest charges on the amount of the periodic payment computed in accordance with the changes made, as provided herein; provided, that the awarding authority may, within seven days after receipt, return to the Contractor for correction, any periodic estimate which is not in the required form or which contains computations not arithmetically correct and, in that event, the date of receipt of such periodic estimate shall be the date of receipt of the corrected periodic estimate in proper form and with arithmetically correct computations. The date of receipt of a periodic estimate received on a Saturday shall be the first working day thereafter.

1.8.3 All periodic estimates shall be submitted to the awarding authority, or to its designee as set forth in writing to the Contractor, and the date of receipt by the awarding authority or its designee shall be marked on the estimate. All periodic estimates shall contain a separate item for each subtrade and each sub-subtrade listed in sub-bid form as required by the specifications, and a column listing the amount paid to each subcontractor and sub-subcontractor as of the date the periodic estimate is filed. The person making payment for the awarding authority shall add the daily interest provided for herein to each payment for each day beyond the due date based on the date of receipt marked on the estimate.

1.8.4 A certificate of the Architect to the effect that the Contractor has fully or substantially completed the work shall, subject to the provisions of Paragraph 1.4 of these Supplementary General Conditions, be

conclusive for the purposes of this Paragraph 1.8.

1.8.5 Notwithstanding the provisions of this section, at any time after the value of the work remaining to be done is, in the estimation of the awarding authority, less than 1 per cent of the adjusted contract price, or the awarding authority has determined that the contractor has substantially completed the work and the awarding authority has taken possession for occupancy, the awarding authority may send to the general contractor by certified mail, return receipt requested, a complete and final list of all incomplete and unsatisfactory work items, including, for each item on the list, a good faith estimate of the fair and reasonable cost of completing such item. The general contractor shall then complete all such work items within 30 days of receipt of such list or before the contract completion date, whichever is later. If the general contractor fails to complete all incomplete and unsatisfactory work items within 45 days after receipt of such items furnished by the awarding authority or before the contract completion date, whichever is later, subsequent to an additional 14 days written notice to the general contractor by certified mail, return receipt requested, the awarding authority may terminate the contract and complete the incomplete and unsatisfactory work items and charge the cost of same to the general contractor and such termination shall be without prejudice to any other rights or remedies the awarding authority may have under the contract. The awarding authority shall note any such termination in the evaluation form to be filed by the awarding authority pursuant to the provisions of section 44D of chapter 149.

1.9 Method of Payment: (Statutory reference: M.G.L. Chapter 30, section 39G) This Paragraph 1.9 applies to every contract for the construction, reconstruction, alteration, remodeling, repair or improvement of public ways; including bridges and other highway structures, sewers and water mains, airports and other public works entered into with the commonwealth, or any agency or political subdivision thereof.

1.9.1 Upon substantial completion of the work required by a contract with the commonwealth, or any agency or political subdivision thereof, for the construction, reconstruction, alteration, remodeling, repair or improvement of public ways, including bridges and other highway structures, sewers and water mains, airports and other public works, the contractor shall present in writing to the awarding authority its certification that the work has been substantially completed. Within twenty-one days thereafter, the awarding authority shall present to the contractor either a written declaration that the work has been substantially completed or an itemized list of incomplete or unsatisfactory work items required by the contract sufficient to demonstrate that the work has not been substantially completed. The awarding authority may include with such list a notice setting forth a reasonable time, which shall not in any event be prior to the contract completion date, within which the contractor must achieve substantial completion of the work. In the event that the awarding authority fails to respond, by presentation of a written declaration or itemized list as aforesaid, to the contractor's certification within the twenty-one day period, the contractor's certification shall take effect as the awarding authority's declaration that the work has been substantially completed.

1.9.2 Within sixty-five days after the effective date of a declaration of substantial completion, the awarding authority shall prepare and forthwith send to the contractor for acceptance a substantial completion estimate for the quality and price of the work done and all but one percent retainage on that work, including the quantity, price and all but one percent retainage for the undisputed part of each work item and extra work item in dispute but excluding the disputed part thereof, less the estimated cost of completing all incomplete and unsatisfactory work items and less the total periodic payments made to date for the work. The awarding authority also shall deduct from the substantial completion estimate an amount

equal to the sum of all demands for direct payments filed by subcontractors and not yet paid to subcontractors or deposited in joint accounts pursuant to section 1.10, but no contract subject to said section 1.10 shall contain any other provision authorizing the awarding authority to deduct any amount by virtue of claims asserted against the contract by subcontractors, material suppliers or others.

1.9.3 If the awarding authority fails to prepare and send to the contractor any substantial completion estimate required by section 1.9.2, on or before the date herein above set forth, the awarding authority shall pay to the contractor interest on the amount which would have been due to the contractor pursuant to such substantial completion estimate, at the rate of three percentage points above the rediscount rate then charged by the Federal Reserve Bank of Boston from such date to the date on which the awarding authority sends that substantial completion estimate to the contractor for acceptance or to the date of payment therefor, whichever occurs first. The awarding authority shall include the amount of such interest in the substantial completion estimate.

1.9.4 Within fifteen days after the effective date of the declaration of substantial completion, the awarding authority shall send to the contractor by certified mail, return receipt requested, a complete list of all incomplete or unsatisfactory work items, and unless delayed by causes beyond his control, the contractor shall complete all such work items within forty-five days after the receipt of such list or before the then contract completion date, whichever is later. If the contractor fails to complete such work within such time, the awarding authority may, subsequent to seven days' written notice to the contractor by certified mail, return receipt requested, terminate the contract and complete the incomplete or unsatisfactory work items and charge the cost of same to the contractor.

1.9.5 Within thirty days after receipt by the awarding authority of a notice from the contractor stating that all of the work required by the contract has been completed, the awarding authority shall prepare and forthwith send to the contractor for acceptance, a final estimate for the quantity and price of the work done and all retainage on that work less the payments made to date, unless the awarding authority's inspection shows that work items required by the contract remain incomplete or unsatisfactory, or that documentation required by the contract has not been completed. If the awarding authority fails to prepare and sends to the contractor the final estimate within thirty days after receipt of notice of completion, the awarding authority shall pay to the contractor interest on the amount which would have been due to the contractor pursuant to such final estimate at the rate hereinabove provided from the thirtieth day after such completion until the date on which the awarding authority sends the final estimate to the contractor for acceptance or the date of payment therefor, whichever occurs first, provided that the awarding authority's inspection shows that no work items required by the contract remain incomplete or unsatisfactory. Interest shall not be paid hereunder on amounts for which interest is required to be paid in connection with the substantial completion estimate as hereinabove provided. The awarding authority shall include the amount of the interest required to be paid hereunder in the final estimate.

1.9.6 The awarding authority shall pay the amount due pursuant to any substantial completion or final estimate within thirty-five days after receipt of written acceptance for such estimate from the contractor and shall pay interest on the amount due pursuant to such estimate at the rate hereinabove provided from that thirty-fifth day to the day of payment. Within 15 days after receipt from the contractor, if such place is so designated by the awarding authority, if such place is so designated, of a periodic estimate requesting payment of the amount due for the preceding periodic estimate period, the awarding authority shall make a periodic payment to the contractor for the work performed during the preceding periodic estimate period

and for the materials not incorporated in the work but delivered and suitably stored at the site, or at some location agreed upon in writing, to which the contractor has title or to which a subcontractor has title and has authorized the contractor to transfer title to the awarding authority, upon certification by the contractor that he is the lawful owner and that materials are free from all encumbrances. The awarding authority shall include with each such payment interest on the amount due pursuant to such periodic estimate at the rate herein above provided from the due date. In the case of periodic payments, the contracting authority may deduct from its payment a retention based on its estimate of the fair value of its claim against the contractor, a retention for direct payments to subcontractors based on demands for same in accordance with the provisions of section 1.10, and a retention to secure satisfactory performance of the contractual work not exceeding five percent of the approved amount of any periodic payment, and the same right to retention shall apply to bonded subcontractors entitled to direct payment under section 1.10; provided, that a five percent value of all items that are planted in the ground shall be deducted from the periodic payments until final acceptance.

1.9.7 No periodic, substantial completion or final estimate or acceptance or payment thereof shall bar a contractor from reserving all rights to dispute the quantity and amount of, or the failure of the awarding authority to approve a quantity and amount of, all or part of any work item or extra work item.

1.9.8 Substantial completion, for the purpose of this section 1.9, shall mean either that the work required by the contract has been completed except for work having a contract price of less than one percent of the then adjusted total contract price, or substantially all of the work has been completed and opened to public use except for minor incomplete or unsatisfactory work items that do not materially impair the usefulness of the work required by the contract.

1.10 Direct Payment: (Statutory reference: M.G.L. Chapter 30, Section 39F) This Paragraph 1.10 applies to every contract awarded pursuant to M.G.L. Chapter 149, Sections 44A through 44J, and (with the exception of Subparagraph 1.10.9) to every contract awarded pursuant to M.G.L. Chapter 30, Section 39M.

1.10.1 Forthwith after the General Contractor receives payment on account of a periodic estimate, the General Contractor shall pay to each subcontractor the amount paid for the labor performed and the materials furnished by that Subcontractor, less any amount specified in any court proceedings barring such payment and also less any amount claimed due from the Subcontractor by the General Contractor.

1.10.2 Not later than the sixty-fifth day after each Subcontractor substantially completes the work in accordance with the plans and specifications, the entire balance due under the subcontract, less amounts retained by the awarding authority as the estimated cost of completing the incomplete and unsatisfactory items of work, shall be due the Subcontractor; and the awarding authority shall pay that amount to the General Contractor. The General Contractor shall forthwith pay to the Subcontractor the full amount received from the awarding authority less any amount specified in any court proceedings barring such payment and also less any amount claimed due from the Subcontractor by the General Contractor.

1.10.3 Each payment made by the awarding authority to the General Contractor pursuant to Subparagraphs 1.10.1 and 1.10.2 of this Paragraph 1.10 for the labor performed and the materials furnished by a Subcontractor shall be made to the General Contractor for the account of that Subcontractor; and the awarding authority shall take reasonable steps to compel the General Contractor to make each such payment

to each such Subcontractor. If the awarding authority has received a demand for direct payment from a Subcontractor for any amount which has already been included in a payment to the General Contractor for payment to the Subcontractor as provided in Subparagraphs 1.10.1 and 1.10.2, the awarding authority shall act upon the demand as provided in this Paragraph 1.10.

1.10.4 If, within seventy days after the Subcontractor has substantially completed the subcontract work, the Subcontractor has not received from the Contractor the balance due under the subcontract including any amount due for extra labor and materials furnished to the General Contractor, less any amount retained by the awarding authority as to the estimated cost of completing the incomplete and unsatisfactory items of work, the Subcontractor may demand direct payment of that balance from the awarding authority. The demand shall be by a sworn statement delivered to or sent by certified mail to the awarding authority, and a copy shall be delivered to or sent by certified mail to the General Contractor at the same time. The demand shall contain a detailed breakdown of the balance due under the subcontract and also a statement of the status of completion of the subcontract work. Any demand made after substantial completion of the subcontract work shall be valid even if delivered or mailed prior to the seventieth day after the Subcontractor has substantially completed the subcontract work. Within ten days after the Subcontractor has delivered or so mailed the demand to the awarding authority and delivered or so mailed a copy to the General Contractor, the General Contractor may reply to the demand. The reply shall be a sworn statement delivered to or sent by certified mail to the awarding authority, and a copy shall be delivered to or sent by certified mail to the Subcontractor at the same time. The reply shall contain a detailed breakdown of the balance due under the subcontract, including any amount due for extra labor and materials furnished to the General Contractor and of the amount due for each claim made by the General Contractor against the Subcontractor.

1.10.5 Within fifteen days after receipt of the demand by the awarding authority, but in no event prior to the seventieth day after substantial completion of the subcontract work, the awarding authority shall make direct payment to the Subcontractor of the balance due under the subcontract, including any amount due for extra labor and materials furnished to the General Contractor, less any amount (i) retained by the awarding authority as the estimated cost of completing the incomplete or unsatisfactory items of work, (ii) specified in any court proceedings barring such payment, or (iii) disputed by the General Contractor in the sworn reply; provided, that the awarding authority shall not deduct from a direct payment any amount as provided in part (iii) if the reply is not sworn to, or for which the sworn reply does not contain the detailed breakdown required by Subparagraph 1.10.4. The awarding authority shall make further direct payments to the Subcontractor forthwith after the removal of the basis for deduction from direct payments made as provided in parts (i) and (ii) of this Subparagraph.

1.10.6 The awarding authority shall forthwith deposit the amounts deducted from a direct payment as provided in part (iii) of the Subparagraph 1.10.5 in an interest-bearing joint account in the names of the General Contractor and the Subcontractor in a bank in Massachusetts selected by the awarding authority or agreed upon by the General Contractor and the Subcontractor and shall notify the General Contractor and the Subcontractor of the date of the deposit and the account, including accrued interest, as provided in an agreement between the General Contractor and the Subcontractor or as determined by decree of a court of competent jurisdiction.

1.10.7 All direct payments and all deductions from demands for direct payments deposited in an interest-bearing account or accounts in a bank pursuant to Subparagraph 1.10.6 shall be made out of amounts payable to the General Contractor at the time of receipt of a demand for direct payment from a Subcontractor and out of amounts which later become payable to the General Contractor and in the order or receipt of such demands from subcontractors. All direct payments shall discharge the obligation of the awarding authority to the Contractor to the extent of such payment.

1.10.8 The awarding authority shall deduct from payments to a General Contractor amounts which, together with the deposits in interest-bearing accounts pursuant to Subparagraph 1.10.6, are sufficient to satisfy all unpaid balances of demands for direct payments received from Subcontractors. All such amounts shall be earmarked for such direct payments, and the Subcontractors shall have a right in such deductions prior to any claims against such amounts by creditors of the General Contractor.

1.10.9 If the Subcontractor does not receive payment as provided in Subparagraph 1.10.1 or if the General Contractor does not submit a periodic estimate for the value of the labor or materials performed or furnished by the Subcontractor and the Subcontractor does not receive payment for same when due less the deductions provided for in Subparagraph 1.10.1, the Subcontractor may demand direct payment by following the procedure in Subparagraph 1.10.4 and the General Contractor may file a sworn reply as provided in that same Subparagraph. A demand made after the first day of the month following that for which the Subcontractor performed or furnished the labor and materials for which the Subcontractor seeks payment shall be valid even if delivered or mailed prior to the time payment was due on a periodic estimate from the General Contractor. Thereafter the awarding authority shall proceed as provided in Subparagraphs 1.10.5, 1.10.6, 1.10.7 and 1.10.8.

1.10.10 Any assignment by a Subcontractor of the rights under this section to a surety company furnishing a bond under the provisions of M.G.L. Chapter 149, Section 29 shall be invalid. The assignment and subrogation rights of the surety to amounts included in a demand for direct payment which are in the possession of the awarding authority or which are on deposit pursuant to Subparagraph 1.10.6 shall be subordinate to the rights of all Subcontractors who are entitled to be paid under this section and who have not been paid in full.

1.10.11 "Subcontractor" as used in this Paragraph 1.10 (i) for contracts awarded as provided in M.G.L. Chapter 149, Sections 44A-44J, inclusive, shall mean a person who files a sub-bid and receives a subcontract as a result of that filed sub-bid or who is approved by the awarding authority in writing as a person performing labor or both performing labor and furnishing materials pursuant to a contract with the General Contractor, (ii) for contracts awarded as provided in M.G.L. Chapter 30, Section 39M(a), shall mean a person approved by the awarding authority in writing as a person performing labor or both performing labor and furnishing materials pursuant to a contract with the General Contractor.

1.10.12 A General Contractor or a Subcontractor shall enforce a claim to any portion of the amount of a demand for direct payment deposited as provided in Subparagraph 1.1.6 by a petition in equity in the superior court against the other and the bank shall not be a necessary party. A Subcontractor shall enforce a claim for direct payment or a right to require a deposit as provided in Subparagraph 1.10.6 by a petition in equity in the superior court against the awarding authority and the Contractor shall not be a necessary party. Upon motion of any party the court shall advance for speedy trial any petition filed as provided in this paragraph. M.G.L. Chapter 231, Sections 59 and 59B shall apply to such petitions. The Court shall

enter an interlocutory decree upon which execution shall issue for any part of a claim found due pursuant to Sections 59 and 59B and, upon motion of any party, shall advance for speedy trial the petition to collect the remainder of the claim. Any party aggrieved by such interlocutory decree shall have the right to appeal therefrom as from a final decree. The court shall not consolidate for trial the petition of any Subcontractor with the petition of one or more Subcontractors or the same general contract unless the court finds that a substantial portion of the evidence of the same events during the course of construction (other than the fact that the claims sought to be consolidated arise under the same general contract) is applicable to the petitions sought to be consolidated and that such consolidation will prevent unnecessary duplication of evidence. A decree in any such proceeding shall not include interest on the disputed amount deposited in excess of the interest earned for the period of any such deposit. No person except a Subcontractor filing a demand for direct payment for which no funds due the Contractor are available for direct payment shall have a right to file a petition in a court of equity against the awarding authority claiming a demand for direct payment is premature, and such Subcontractor must file the petition before the awarding authority has made a direct payment to the Subcontractor and has made a deposit of the disputed portion as provided in part (iii) of Subparagraph 1.10.5 and in Subparagraph 1.10.6.

1.10.13 In any petition to collect any claim for which a Subcontractor has filed a demand for direct payment the court shall, upon motion of the General Contractor, reduce by the amount of any deposit of a disputed amount by the awarding authority as provided in part (iii) of Subparagraph 1.10.5 and in Subparagraph 1.10.6 any amount held under a trustee writ or pursuant to a restraining order or injunction.

1.11 Discharge or Release of Bonds (Statutory reference: M.G.L. c.30, section 40) This Paragraph 1.11 applies to every contract awarded for the construction or repair of public buildings or other public works.

1.11.1 Bonds given to the commonwealth, any county, city, town or political subdivision to secure the performance of contracts for the construction or repair of public buildings or other public works may be discharged or released by the awarding authority, upon such terms as it deems expedient, after the expiration of one year from the time of completion, subject to Section 1.8, of the work contracted to be done; provided that no claim filed under said bond is pending, and provided further, that no such bonds shall be discharged or released prior to the expiration of all special guarantees provided for in the contract unless new bonds in substitution therefor specifically relating to the unexpired guarantees shall be taken.

ARTICLE 2 – WAGES AND EMPLOYMENT PRACTICES

2.1 Preference To Veterans and Citizens In Public Works; Rate of Wages: (Statutory reference: M.G.L. c. 149, Section 26) This Paragraph 2.1 applies to every contract or subcontract for the construction of public works by the Commonwealth or by a county, town or district.

2.1.1 In the employment of mechanics and apprentices, teamsters, chauffeurs and laborers, preference shall first be given to citizens of the Commonwealth who have been residents of the Commonwealth for at least six months at the commencement of their employment, who are veterans as defined in M.G.L. Chapter 4, Section 7, clause 43, and who are qualified to perform the work to which the employment relates and, within such preference, preference shall be given to service-disabled veterans; and secondly, to citizens of the Commonwealth generally who have been residents of the Commonwealth for at least six months at the commencement of their employment, and if they cannot be obtained in sufficient numbers, then to citizens of the United States, and every contract for such work shall contain a provision to this effect. Each county,

town or district in the construction of public works, or persons contracting or subcontracting for such works, shall give preference to veterans and citizens who are residents of such county, town, authority or district, and within such preference, preference shall be given to service-disabled veterans.

2.1.2 The rate per hour of the wages paid to said mechanics and apprentices, teamsters, chauffeurs and laborers in the construction of public works shall not be less than the rate or rates of wages to be determined by the Commissioner as hereinafter provided; provided that the wages paid to laborers employed on said works shall not be less than those paid to laborers in the municipal service of the town or towns where said works are being constructed; provided further, that where the same public work is to be constructed in two or more towns, the wages paid to laborers shall not be less than those paid to laborers in the municipal town paying the highest rate; provided further, that if, in any of the towns where the works are to be constructed, a wage rate or wage rates have been established in certain trades and occupations by collective agreements or understandings in the private construction industry between organized labor and employers, the rate or rates to be paid on said works shall not be less than the rates so established; provided further, that in towns where no such rate or rates have been established, the wages paid to mechanics, teamsters, chauffeurs and laborers on public works, shall not be less than the wages paid to the employees in the same trades and occupations by private employers engaged in the construction industry. This section shall also apply to regular employees of the Commonwealth or a county, town, authority or district, when such employees are employed in the construction, addition to or alteration of public buildings for which special appropriations of more than one thousand dollars are provided. Payments by employers to health and welfare plans, pension plans and supplementary unemployment benefit plans under collective bargaining agreements or understandings between organized labor and employers shall be included for the purpose of establishing minimum wage rates as herein provided.

2.2 List of Jobs; Classifications; Determination of Rate of Wages; Schedule: (Statutory reference: M.G.L. Chapter 149, Section 27) This Paragraph 2.2. applies to every contract or subcontract for the construction of public works by the Commonwealth, or by a county, town or district.

2.2.1 The commissioner shall prepare, for the use of such public officials or public bodies whose duty it shall be to cause public works to be constructed, a list of the several jobs usually performed on various types of public works upon which mechanics and apprentices, teamsters, chauffeurs and laborers are employed, including the transportation of gravel or fill to the site of said public works or the removal of surplus gravel or fill from such site. The commissioner shall classify said jobs, and he may revise such classification from time to time, as he may deem advisable. Prior to awarding a contract for the construction of public works, said public official or public body shall submit to the commissioner a list of the jobs upon which mechanics and apprentices, teamsters, chauffeurs and laborers are to be employed, and shall request the commissioner to determine the rate of wages to be paid on each job. Each year after the awarding of the contract, the public official or public body shall submit to the commissioner a list of the jobs upon which mechanics and apprentices and laborers are to be employed and shall request that the commissioner update the determination of the rate of wages to be paid on each job. The general contractor shall annually obtain updated rates from the public official or public body and no contractor or subcontractor shall pay less than the rates so established. Said rates shall apply to all persons engaged in transporting gravel or fill to the site of said public works or removing gravel or fill from such site, regardless of whether such persons are employed by a contractor or subcontractor or are independent contractors or owner-operators. The commissioner, subject to the provisions of Section 2.1, shall proceed forthwith to determine the same, and shall furnish said official or public body with a schedule of such rate or rates of wages as soon as said

determination shall have been made. In advertising or calling for bids for said works, the awarding official or public body shall incorporate said schedule in the advertisement or call for bids by an appropriate reference thereto, and shall furnish a copy of said schedule, without cost, to any person requesting the same. Said schedule shall be made a part of the contract for said works and shall continue to be the minimum rate or rates of wages for said employees during the life of the contract. Any person engaged in the construction of said works shall cause a legible copy of said schedule and subsequent updates to be kept posted in a conspicuous place at the site of said works during the life of the contract. An apprentice performing work on a project subject to this section shall maintain in his possession an apprentice identification card issued pursuant to section M.G.L. Chapter 23, Section 11W. The aforesaid rates of wages in the schedule of wage rates shall include payments by employers to health and welfare plans, pension plans and supplementary unemployment benefit plans as provided in said Section 2.1, and such payments shall be considered as payments to persons under this section performing work as herein provided. Any employer engaged in the construction of such works who does not make payments to a health and welfare plan, a pension plan and a supplementary unemployment benefit plan, where such payments are included in said rates of wages, shall pay the amount of said payments directly to each employee engaged in said construction. Whoever shall pay less than said rate or rates of wages, including payments to health and welfare funds and pension funds, or the equivalent payment in wages, on said works to any person performing work within classifications as determined by the commissioner, and whoever, for himself, or as representative, agent or officer of another, shall take or receive for his own use or the use of any other person, as a rebate, refund or gratuity, or in any other guise, any part or portion of the wages, including payments to health and welfare funds and pension funds, or the equivalent payment in wages, paid to any such person for work done or service rendered on said public works, shall have violated this section and shall be punished or shall be subject to a civil citation or order as provided in M.G.L. Chapter 149, Section 27C. The president and treasurer of a corporation and any officers or agents having the management of such corporation shall also be deemed to be employers of the employees of any corporation within the meaning of Sections 2.1 to 2.3, inclusive. Offers of restitution or payment of restitution shall not be considered in imposing such punishment.

2.2.2 When an investigation by the attorney general's office reveals that a contractor or subcontractor has violated this section by failing to pay said rate or rates of wages, including payments to health and welfare funds and pension funds, or the equivalent payment in wages, on said works to any person performing work within classifications as determined by the commissioner, or that a contractor or subcontractor has, for himself, or as representative, agent or officer of another, taken or received for his own use or the use of any other person, as a rebate, refund or gratuity, or in any other guise, any portion of the wages, including payments to health and welfare funds and pension funds, or the equivalent payment in wages, paid to any such person for work done or service rendered on said public works, the attorney general may, upon written notice to the contractor or subcontractor and the sureties of the contractor or subcontractor, and after a hearing thereon, order work halted on the part of the contract on which such wage violations occurred, until the defaulting contractor or subcontractor has filed with the attorney general's office a bond in the amount of such penal sum as the attorney general shall determine, conditioned upon payment of said rate or rates of wages, including payments to health and welfare funds and pension funds, or the equivalent payment in wages, on said works to any person performing work within classifications as determined by the commissioner. An employee claiming to be aggrieved by a violation of this section may, 90 days after the filing of a complaint with the attorney general, or sooner if the attorney general assents in writing, and within 3 years after the violation, institute and prosecute in his own name and on his own behalf, or for himself and for others similarly situated, a civil action for injunctive relief, for any damages incurred, and

for any lost wages and other benefits. An employee so aggrieved who prevails in such an action shall be awarded treble damages, as liquidated damages, for any lost wages and other benefits and shall also be awarded the costs of the litigation and reasonable attorneys' fees.

2.3 Employment Records To Be Kept By Contractor, Subcontractors; Statement of Compliance: (Statutory reference: M.G.L. c. 149, Section 27B) This Paragraph 2.3 applies to every contract or subcontract for the construction of public works by the Commonwealth, or by a county, town or district.

Every Contractor, Subcontractor or public body engaged in said public works to which Paragraph 2.3 of these Supplementary General Conditions applies shall keep a true and accurate records of all mechanics and apprentices, teamsters, chauffeurs and laborers employed thereon, showing the name, address and occupational classification of each such employee on said works, and hours worked by, and wages paid to, each such employee, and shall promptly furnish to the Attorney General or his representative, upon his request, a copy of said record, signed by the employer or his authorized agent under the penalties of perjury. For every week in which an apprentice is employed by a contractor, subcontractor or public body subject to this section, a photocopy of the apprentice's apprentice identification card, issued pursuant to M.G.L. Chapter 23, Section 11W, shall be attached to the records submitted under this section. Such records shall be open to inspection by any authorized representative of the department at any reasonable time, and as often as may be necessary. Every contractor and subcontractor required to keep such a record shall submit a copy of said record to the awarding authority directly and on a weekly basis.

Each such Contractor, Subcontractor or public body shall preserve its payroll records for a period of three years from the date of completion of the contract.

Each such Contractor, Subcontractor or public body shall furnish to the awarding authority directly within fifteen days after completion of its portion of the work a statement, executed by the Contractor, Subcontractor, or public body who supervises the payment of wages, in the following form.

STATEMENT OF COMPLIANCE

I, _____
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by

(Contractor, Subcontractor or public body)

on the _____ and that all mechanics
(building or project)

and apprentices, teamsters, chauffeurs and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty-nine of the General Laws.

Signature _____

Title _____

The above-mentioned copies of payroll records and statements of compliance shall be available for inspection by any interested party filing a written request to the awarding authority for such inspection and copying.

2.4 Wages Paid to Operators of Trucks and Other Equipment: (Statutory reference: M.G.L. c. 149, Section 27F) This Paragraph 2.4 applies to every contract for the construction of public works by the Commonwealth, or by a county, city, town or district.

No agreement of lease, rental or other arrangement, and no order or requisition under which a truck or any automotive or other vehicle or equipment is to be engaged in public works by the commonwealth or by a county, city, town or district, shall be entered into or given by any public official or public body unless said agreement, order or requisition contains a stipulation requiring prescribed rates of wages, as determined by the commissioner, to be paid to the operators of said trucks, vehicles or equipment. Any such agreement, order or requisition which does not contain said stipulation shall be invalid, and no payment shall be made thereunder. Said rates of wages shall be requested of said commissioner by said public official or public body, and shall be furnished by the commissioner in a schedule containing the classifications of jobs, and the rate of wages to be paid for each job. Said rates of wages shall include payments to health and welfare plans, or, if no such plan is in effect between employers and employees, the amount of such payments shall be paid directly to said operators. Whoever pays less than said rates of wages, including payments to health and welfare funds, or the equivalent in wages, on said works, and whoever accepts for his own use, or for the use of any other person, as a rebate, gratuity or in any other guise, any part or portion of said wages or health and welfare funds, shall have violated this section and shall be punished or shall be subject to a civil citation or order as provided in M.G.L. Chapter 149, Section 27C. An employee claiming to be aggrieved by a violation of this section may, 90 days after the filing of a complaint with the attorney general, or sooner if the attorney general assents in writing, and within 3 years after the violation, institute and prosecute in his own name and on his own behalf, or for himself and for others similarly situated, a civil action for injunctive relief, for any damages incurred, and for any lost wages and other benefits. An employee so aggrieved who prevails in such an action shall be awarded treble damages, as liquidated damages, for any lost wages and other benefits and shall also be awarded the costs of the litigation and reasonable attorneys' fees.

2.5 Reserve Police Officers: (Statutory reference: M.G.L. Chapter 149, Section 34B) This Paragraph 2.5 applies to every contract for the construction, alteration, maintenance, repair or demolition of, or addition to, any public works for the Commonwealth or any political subdivision thereof.

The contractor shall pay to any reserve police officer employed by him in any city or town the prevailing rate of wages paid to regular police officers in such city or town.

2.6 Eight-hour Day, etc.: (Statutory reference: M.G.L. Chapter 149, Sections 30, 34, and 34A) This Paragraph 2.6 applies only to contracts which are subject to the provisions of the aforesaid sections of the Massachusetts General Laws.

No laborer, worker, mechanic, foreman or inspector working within this Commonwealth in the employ of the Contractor, Subcontractor or other person doing or contracting to do the whole or part of the work contemplated by the contract, shall be required or permitted to work more than eight hours in any one day or more than forty-eight hours in any one week, or more than six days in any one week, except in cases of extraordinary emergency.

2.7 Lodging, etc.: (Statutory reference: M.G.L. Chapter 149, Section 25) This paragraph 2.7 applies to every contract for the doing of public work with the Commonwealth, a county, city or town, or with a department, board, commission, or officer acting therefor.

Every employee under this contract shall lodge, board and trade where and with whom he elects, and neither the Contractor nor his agents or employees shall, either directly or indirectly, require as a condition of the employment of any person that the employee shall lodge, board or trade at a particular place or with a particular person.

2.8 Access to Contractor's Records: (Executive Order No. 195) This Paragraph 2.8 applies to every contract for the purchase of services or materials by any agency, bureau, board, commission, institution, or department of the Commonwealth or a municipal contract funded, in whole or in part, by the Commonwealth.

The Governor or his designee, the secretary of administration and finance, and the state auditor or his designee shall have the right at reasonable times and upon reasonable notice to examine the books, records and other compilations of data of the Contractor which pertain to the performance and requirements of this contract.

2.9 Worker's Compensation Insurance: (Statutory reference: M.G.L. chapter 149, Section 34) This Paragraph 2.9 applies to every contract for the construction, alteration, maintenance, repair or demolition of, or addition to, any public building or other public works for the Commonwealth or any political subdivision thereof.

The Contractor shall, before commencing performance of the contract, provide by insurance for the payment of and the furnishing of other benefits under M.G.L. Chapter 152 to all persons to be employed under the contract, and the Contractor shall continue such insurance in full force and effect during the term of the contract. Sufficient proof of compliance with this Paragraph 2.9 must be furnished at the time of execution of this contract. Failure to provide and continue in force such insurance as aforesaid shall be deemed a material breach of the contract and shall operate as an immediate termination thereof. No cancellation of such insurance, whether by the insurer or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to other party and to the awarding authority at least fifteen days prior to the intended effective date thereof, which date shall be expressed in said notice.

Notice of cancellation sent by the party proposing cancellation by registered mail, postage prepaid, with a return receipt of the addressee requested, shall be a sufficient notice. An affidavit of any officer, agent or employee of the insurer or of the insured, as the case may be, duly authorized for the purpose, that he has so sent such notice addressed as aforesaid shall be prima facie evidence of the sending thereof as aforesaid. This section shall apply to the legal representative, trustee in bankruptcy, receiver, assignee, trustee and the successor in interest of any such contractor. The superior court shall have jurisdiction in equity to enforce

this section.

Whoever violates any provision of this section shall be punished by a fine of not more than one hundred dollars or by imprisonment for six months, or both; and, in addition, any contractor who violates any provision of this section shall be prohibited from contracting, directly or indirectly, with the commonwealth or any political subdivision thereof, for the construction, alteration, demolition, maintenance or repair of, or addition to, any public works or public building for a period of two years from the date of conviction of said violation.

ARTICLE 3 – CONTRACTOR’S ACCOUNTING METHOD REQUIREMENTS

3.1 (Statutory reference: M.G.L. Chapter 30, Section 39R)

This Article 3 applies to “Contracts” and “Contractors”, as defined in Subparagraph 3.1.1 and 3.1.2, below.

3.1.1 “Contractor” means any person, corporation, partnership, joint venture, sole proprietorship, or other entity awarded a contract pursuant to Sections 38A 1/2 to 38O, inclusive, of Chapter 7, Section 39M of Chapter 30, Sections 44A-44J, inclusive, of Chapter 149, or Section 11C of Chapter 25A which is for an amount or estimated amount that exceeds the dollar amount set forth in M.G.L. Chapter 30, Section 39R.

3.1.2 “Contract” means any contract awarded or executed pursuant to Sections 38A 1/2 to 38O, inclusive, of Chapter 7, Section 39M of Chapter 30, Sections 44A-44J, inclusive, of Chapter 149, or Section 11C of Chapter 25A which is for an amount or estimated amount that exceeds the dollar amount set forth in M.G.L. Chapter 30, Section 39R.

3.1.3 “Records” means books of original entry, accounts, checks, bank statements and all other banking documents, correspondence, memoranda, invoices, computer printouts, tapes, discs, papers and other documents or transcribed information of any type, whether expressed in ordinary or machine language.

3.1.4 “Independent Certified Public Accountant” means a person duly registered in good standing and entitled to practice as a certified public accountant under the laws of the place of his residence or principal office who is in fact independent. In determining whether an accountant is independent with respect to a particular person, appropriate consideration should be given to all relationships between the accountant and that person or any affiliate thereof. Determination of an accountant’s independence shall not be confined to the relationships existing in connection with the filing of reports with the awarding authority.

3.1.5 “Audit”, when used in regard to financial statements, means an examination of records by an independent certified public accountant in accordance with generally accepting accounting principles and auditing standards for the purpose of expressing a *certified* opinion thereon, or, in the alternative, a qualified opinion or a declination to express an opinion for stated reasons.

3.1.6 “Accountant’s Report”, when used in regard to financial statements, means a document in which an independent certified public accountant indicates the scope of the audit which he has made and sets his opinion regarding the financial statements taken as a whole with a listing of noted exceptions and qualifications, or an assertion to the effect that an overall opinion cannot be expressed. When an overall opinion cannot be expressed, the reasons therefor shall be stated. An accountant’s report shall include as a

part thereof a signed statement by the responsible corporate officer attesting that management has fully disclosed all material facts to the independent certified public accountant, and that the auditing financial statement is a true and complete statement of the financial condition of the Contractor.

3.1.7 “Management”, when used herein, means the chief executive officers, partners, principals or other person or persons primarily responsible for the financial and operational policies and practices of the Contractor.

3.1.8 Accounting terms, unless otherwise defined herein, shall have a meaning in accordance with generally accepted accounting principles and auditing standards.

3.2 Subparagraph 3.1.2 hereof notwithstanding, every agreement or contract awarded or executed pursuant to Sections 38A 1/2 to 38O, inclusive, of Chapter 7, Section 39M of Chapter 30, Sections 44A-44J, inclusive, of Chapter 149, or Section 11C of Chapter 25A, shall provide that:

3.2.1 The Contractor shall make, and keep for at least six years after final payment, books, records, and accounts which in reasonable detail accurately and fairly reflect the transactions and dispositions of the Contractor; and

3.2.2 Until the expiration of six years after final payment, the awarding authority, office of inspector general, and the commissioner of capital asset management and maintenance shall have the right to examine any books, documents, papers or records of the Contractor or his Subcontractors that directly pertain to, and involve transactions relating to, the Contractor or his Subcontractors; and

3.2.3 If the agreement is a contract as defined herein, the Contractor shall describe any change in the method of maintaining records or recording transactions which materially affect any statements filed with the awarding authority, including in his description the date of the change and reasons therefor, and shall accompany said description with a letter from the Contractor’s independent certified public accountant approving or otherwise commenting on the changes.

3.2.4 If the agreement is a contract as defined herein, the Contractor has filed a statement of management on internal accounting controls as set forth in Paragraph 3.3 below prior to the execution of the contract.

3.2.5 If the agreement is a contract as defined herein, the Contractor has filed prior to the execution of the contracts and will continue to file annually, an audited financial statement for the most recent completed fiscal year as set forth in Paragraph 3.5 below.

3.3 Every Contractor awarded a contract shall file with the awarding authority a statement of management as to whether the system of internal accounting controls of the Contractor and its subsidiaries reasonably assures that:

3.3.1 transactions are executed in accordance with management’s general and specific authorization:

3.3.2 transactions are recorded as necessary

(i) to permit preparation of financial statements in conformity with generally accepted

accounting principles, and

- (ii) to maintain accountability for assets;

3.3.3 Access to assets is permitted only in accordance with management's general or specific authorization; and

3.3.4 The recorded accountability for assets is compared with the existing assets at reasonable intervals and appropriate action was taken with respect to any difference.

3.4 Every Contractor awarded a contract shall also file with the awarding authority a statement prepared and signed by an independent certified public accountant, stating that he/she has examined the statement of management on internal accounting controls, and expressing an opinion as to:

3.4.1 Whether the representations of management in response to this paragraph and Paragraph 3.2 above are consistent with the result of management's evaluation of the system of internal accounting controls; and

3.4.2 Whether such representations of management are, in addition, reasonable with respect to transactions and assets in amounts which would be material when measured in relation to the applicant's financial statements.

3.5 Every Contractor awarded a contract by the Commonwealth or by any political subdivision thereof shall annually file with the commissioner of capital asset management and maintenance during the term of the contract a financial statement prepared by an independent certified public accountant on the basis of an audit by such accountant. The final statement filed shall include the date of final payment. All statements shall be accompanied by an accountant's report.

ARTICLE 4 – MISCELLANEOUS

4.1 Weather Protection: This Paragraph 4.1 applies to every contract subject to M.G.L. Chapter 149, Section 44A.

4.1.1 The Contractor shall install weather protection and provide adequate heat in the protected area from November 1 to March 31, as required by M.G.L. Chapter 149 Section 44F(1).

4.2 Form for Sub-contract: This Paragraph 4.2 applies to every contract subject to M.G.L. Chapter 149 Section 44A.

4.2.1 The Contractor when sub-contracting with sub-bidders filed pursuant to M.G.L. Chapter 149, Section 44F shall use the form for sub-contract in Chapter 149 Section 44F(4)(c).

4.3 Foreign Corporations: This Paragraph 4.3 applies to every contract with the Commonwealth, a county, city, town, district, board, commission, or other public body for the construction, reconstruction, alteration, remodeling, repair, or demolition of any public building or other public works.

4.3.1 The Contractor, if a foreign corporation, shall comply with M.G.L. Chapter 30, Section 39L.

4.4 Shoring: (Statutory reference: M.G.L. Chapter 149, Section 129A). This Paragraph 4.4 applies to every construction project carried on by any city, town, county, or other subdivision of the Commonwealth in which a trench is to be dug to a depth of five feet or more, except a trench for laying of water pipes dug to a depth of six and one-half feet which will be open less than 48 hours, and except for digging of graves.

4.4.1 Such trenches shall be shored and braced in conformity with rules and regulations for the prevention of accidents in construction operations, as adopted and enforced by the Attorney General.

4.5 Certification of Compliance with Tax Laws: (Statutory reference: M.G.L. Chapter 62C, Section 49A) This Paragraph 4.5 applies to contracts for goods or services furnished by any department, board, commission, division, authority, district or other agency of the Commonwealth or any subdivision of the Commonwealth, including a city, town or district.

4.5.1 By executing this contract, the Contractor certifies, under penalties of perjury, that to the best of his information, knowledge and belief he has complied with all laws of the Commonwealth relating to taxes.

4.6 Verification of Construction Debris Disposal: (Worcester Revised Ordinances Chapter 8, Section 7) This paragraph 4.6 shall apply to every contract entered into by the City of Worcester for the demolition, renovation, rehabilitation, or alteration of a building or structure.

- a. In furtherance of the requirements set forth in G.L. c.40, §54, and §114.1.3 of the State Building Code, the building commissioner shall require any person who obtains a permit for the demolition, renovation, rehabilitation, or alteration of a building or structure to provide verification that the debris resulting from such activities was disposed of at the licensed solid waste facility named in conjunction with the permit application.
- b. The verification required under sub-section (a), above, shall consist of the following:
 - 1) a dated receipt, signed by the owner/operator of the licensed solid waste disposal facility where the debris was deposited.
 - 2) the receipt shall contain a description of the debris disposed of, and its weight, or volume.
 - 3) the permit holder shall also provide the building commissioner with an affidavit that the receipt submitted is true and accurate to the best of the permit holder's knowledge.
 - 4) if the permit holder cannot dispose of the debris at the location indicated, it shall be the permit holder's obligation to obtain an amendment to the permit reflecting the new disposal location. The building commissioner shall be so notified, and the permit amended, prior to the disposal of the debris at the new disposal location.
- c. This section shall not apply to the construction of a new building or structure.

4.7 Responsible Employer Ordinance: (Worcester Revised Ordinances, Chapter 2, Section 35) This paragraph 4.7 shall apply to every contract entered into by the City of Worcester for the construction,

reconstruction, installation, demolition, maintenance or repair of any building, where the contract amount is more than one hundred thousand dollars.

- a. The city council hereby finds and determines that taxpayer money is most efficiently and productively spent by awarding construction contracts to firms that include and enforce provisions requiring compliance with state laws governing the payment of prevailing wages, the provision of workers compensation coverage, and the proper classification of individuals as employees and not as independent contractors, as well as provisions concerning health insurance coverage and state-certified apprenticeship programs. The city council hereby further finds and determines that it is appropriate for it to exercise its entrepreneurial discretion by requiring firms that are awarded such contracts to comply with this ordinance because failure to comply is injurious to the life, health, and happiness of individuals employed by such firms and is deleterious to the quality of life in the city where most of such individuals reside.
- b. Every contract awarded by the city under G.L. c.149 and G.L. 149A shall be deemed to incorporate by reference the provisions of sub-parts (c)(1) through (8) of together with the provisions of subsections (d) and (e) of this section. Any person, company or corporation shall acknowledge, in writing, receipt of said requirements with their bid or proposal.
- c. All bidders or proposers and all subcontractors and trade contractors, including subcontractors that are not subject to G.L. c.149, Section 44F, under the bidder for projects subject to G.L. c.149, Section 44A(2), and proposers under G.L. c. 149A, shall as a condition for bidding or subcontracting verify under oath and in writing at the time of bidding or subcontracting verify under oath and in writing at the time of bidding or submittal in response to and RFP or in any event prior to entering into a subcontract at any tier, that they comply with the following conditions for bidding or subcontracting and, for the duration of the project, shall comply with the following obligations:
 - 1) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must comply with the obligations established under G.L. c. 149 to pay the appropriate lawful prevailing wage rates to their employees.
 - 2) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must at a the time of bidding maintain or participate in a bona fide apprentice training program as defined by G.L. c.23, Sections 11H and 11I for each apprenticable trade or occupation represented in their workforce that is approved by the Division of Apprentice Standards of the Department of Labor and Workforce Development, regardless of whether or not the program qualifies as an employee welfare benefit plan under ERISA, and must register all apprentices with the Division and abide by the apprentice to journeyman ratio for each trade prescribed therein in the performance of any work on the project. This provision does not require the program to be an ERISA plan; the program need only have been approved by the Division of Apprentice Standards. All general bidders or proposers and all trade contractors and sub-bidders at every tier must submit with its bid or proposal an original, stamped Sponsor Verification letter from the Commonwealth of Massachusetts, Department of Labor and Workforce Development – Division Apprentice Standards, issued within the past 90 days, evidencing that at the time of submitting a bid or proposal, the bidder or proposer

is currently an Approved Sponsor of Apprentices. Any bid or proposal submitted without the above documentation shall be rejected;

(Compliance with the Apprentice Training Provision is currently suspended)

- 3) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must maintain appropriate industrial accident insurance coverage for all the employees on the project in accordance with G.L. c. 152;
 - 4) The bidder or proposer and all trade contractors and subcontractors under the bidder must properly classify employees as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance coverage, unemployment taxes, social security taxes and income tax withholding. (G.L. c.149, Section 148B on employee classification);
 - 5) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must at the time of bidding certify that, at the time employees begin work at the worksite, all employees will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration, and shall ensure that all employees working at the worksite possess such qualifications at all times throughout the duration of their work on the project and furnish documentation of successful completion of the course;
 - 6) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must be in compliance with the health and hospitalization requirements of the Massachusetts Health Care Reform law established by Chapter 58 of the Acts of 2006, as amended, and regulations promulgated under that statute by the Commonwealth Health Insurance Connector Authority.
 - 7) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer must make arrangements to ensure that each employee of every contractor entering or leaving the project individually completes the appropriate entries in a daily sign-in/out log. The sign-in/out log shall include: the location of the project; current date; printed employee name; signed employee name; and the time of each entry or exiting. The log shall contain a prominent notice that employees are entitled under state law to receive the prevailing wage rate for their work on the project. Such sign-in/out logs shall be provided to the City on a daily basis.
 - 8) The bidder or proposer and all trade contractors and subcontractors under the bidder or proposer, prior to bidding or, if not subject to bidding requirements, prior to performing any work on the project, shall sign under oath and provide to the City a certification that they are not debarred or otherwise prevented from bidding for or performing work on a public project in the Commonwealth of Massachusetts or in the City.
- d. A proposal or bid submitted by any general bidder or by any trade contractor or subcontractor under the general bidder or proposer that does not comply with any of the foregoing conditions for bidding shall

be rejected, and no subcontract for work outside the scope of G.L. c.149, Section 44F shall be awarded to a subcontractor that does not comply with the foregoing conditions.

- e. All bidders or proposers and all trade contractors and subcontractors under the bidder or proposer who are awarded or who otherwise obtain contracts on the projects subject to G.L. c.149, Section 44A(2) or c.149A, shall comply with each of the obligations set forth in this Section 4.7 for the entire duration of their work on the project, and an officer of each bidder or subcontractor under the bidder shall certify under oath and in writing on a weekly basis that they are in compliance with such obligations.
- f. Any proposer, bidder, trade contractor or subcontractor under the bidder or proposer who fails to comply with any one of the obligations set forth in this Section 4.7 for any period of time shall be, at the sole discretion of the City, subject to one or more of the following sanctions:
 - 1) cessation of work on the project until compliance is obtained;
 - 2) withholding of payment due under any contract or subcontract until compliance is obtained;
 - 3) permanent removal from any further work on the project;
 - 4) liquidated damages payable to the City in the amount of 5% of the dollar value of the contract.
- g. In addition to the sanctions outlined in subsection (h) above, a proposer, general bidder or contractor shall be equally liable for the violations of its subcontractor with the exception of violations arising from work performed pursuant to subcontracts that are subject to G.L. c.149, Section 44F. Any contractor or subcontractor that has been determined by the City or by any court or agency to have violated any of the obligations set forth in this Section 4.7 shall be barred from performing any work on any future projects for six months for a first violation, three years for a second violation and permanently for a third violation.

4.8 Regulation of Construction Noise: (Worcester Revised Ordinances, Chapter 8, Section 34) This paragraph 4.8 shall apply to anyone operating powered construction equipment delivering construction equipment and/or supplies at any construction site or project within the city of Worcester.

- a. It shall be unlawful for any person, firm, corporation, partnership, or other entity to operate powered construction equipment or to build, erect, construct, demolish, alter, repair, excavate or engage in hoisting, grading, site work, including tree and brush removal, dredging or pneumatic hammering, or to deliver construction equipment and/or supplies to the site on any building, road, tower, parking lot, machine, pipe, sewer, sidewalk, or any other construction project (hereafter collectively the "construction project"), except between the hours of 7:00 a.m. and 9:00 p.m. on weekdays and Saturday, except for "emergency work" which is performed in the interest of public safety or welfare and for which a permit has been issued by the commissioner of public works and parks or the commissioner of inspectional services.

It shall be unlawful for any person, firm, corporation, partnership, or other entity to engage in a construction project activity on Sundays or legal holidays without a permit from the police chief issued pursuant to G.L. c. 136, Section 7 or 15 and a permit issued by the commissioner of inspectional services hereunder.

- b. Emergency work permits may be issued in:
 - 1) cases of urgent necessity and for the interests of health, safety and convenience of the public. The commissioner of inspectional services shall whether the reasons given for the urgent

necessity are valid and reasonable, and whether the health, safety and convenience of the public will be protected or better served by granting the permit requested and whether the manner and amount of loss or inconvenience to the party in interest imposes a significant hardship; or,

- 2) cases where, because the location and nature of the work, the noise caused by said work will not be heard by anyone not working on the project. The commissioner of inspectional services shall consider whether supplying machinery and/or materials to the construction project site will cause unreasonable noise along the routes to the construction project site, and whether such activity will impact residential neighborhoods, and shall not grant any emergency work permit unless unreasonable noise in residential areas will be prevented.
- c. Emergency work permits may be issued to the general contractor on a blanket basis that applies to all of the contractors working on the job, or may be issued to specific contractors on the construction project, at the discretion of the Commissioner. Emergency work permits may be issued for not more than one week at a time, and may be renewed for additional one week periods at the discretion of the Commissioner.
 - d. Prior to issuing or reissuing said emergency work permit, the commissioner of inspectional services shall review the work being conducted and all attendant circumstances, and shall prescribe whatever limitations possible to minimize the generation of noise, and to minimize the impact of noise on the neighbors to the construction project.
 - e. Emergency repair work performed by the Department of Public Works and/or any public utility is exempt from this section.
 - f. The fee for each such Emergency work permits issued under this section shall be set in accordance with Chapter 2, § 24 of the City of Worcester Revised Ordinances of 2008.
 - g. On any project for the construction, reconstruction, installation, demolition, maintenance or repair of any building, or public work, to be funded in whole or in part by city funds, or funds which, in accordance with a federal or state grant, program, or otherwise, the city expends or administers, or any such project to which the city is a signatory to the contract therefor, the provisions of this section shall apply and the same shall be referred in every invitation to bid for such project and, the following paragraphs shall be contained in every resulting contract therefrom:

“It shall be a material breach of this contract if the contractor and each subcontractor shall not at all times adhere to the provisions of § 34 of chapter eight of the Revised Ordinances of the city, by limiting their on-site, noise producing construction and related work to the hours specified by the Ordinance.

A waiver from the above requirements may, in certain circumstances, be granted in accordance with subsections (b), (c) and (d) of § 34 of chapter eight of the Revised Ordinances of the city.”

- h. The commissioner of inspectional services shall have the authority to adopt any rules and regulations he or she deems necessary to implement this section.
- i. Nothing in this section shall be deemed to prevent an individual from performing work on his or her own property, so long as the work is being done by the owner of the property or by direct relative(s) of the owner, and said work is not being done for profit.
- j. This section may be enforced by the commissioner of inspectional services, the building commissioner, the chief of police or their subordinates.
- k. Any violation of this section by any person, firm, corporation, partnership, or other entity, shall be individually punished with a fine of \$100.00. Each day upon which a violation of this section occurs shall be considered a separate violation. Employers shall be deemed the violator for violations committed by their employees.

4.9 Regulation of Excessive and Unreasonable Noise: (Worcester Revised Ordinances, Chapter 9, Section 1A(e)(9)) This paragraph 4.9 shall apply to anyone operating powered construction equipment delivering construction equipment and/or supplies at any construction site or project within the city of Worcester.

- a. No person shall operate any powered construction equipment or build, erect, construct, demolish, alter, repair, excavate or engage in hoisting, grading, site work, including tree and brush removal, dredging or pneumatic hammering, or deliver construction equipment and/or supplies to the site on any building, road, tower, parking lot, machine, pipe, sewer, sidewalk, or any other construction project, except between the hours of 7:00 a.m. and 9:00 p.m. on weekdays and Saturday, and between the hours of 9:00 a.m. and 7:00 p.m. on Sundays, except for work performed by a public service or municipal utility department or "emergency work" performed with the express written permission of the commissioner of inspectional services or the commissioner of public works and parks. Emergency work shall be limited to such work that is clearly essential to respond to a sudden and unexpected threat to public health or public safety. Emergency work permission may be granted to a general or sub-contractor on a blanket basis governing all persons working on a specified portion of a particular job. Emergency work permission may be granted for not more than one week at a time, and may be renewed for additional one week periods at the discretion of the commissioner who granted the initial permission.



CITY OF WORCESTER
FORM FOR GENERAL BID

This bid must be accompanied by a deposit in the form of cash, or bid bond, or a certified check, treasurer's check, or cashier's check, payable to the City of Worcester (hereinafter referred to as the "Owner", or the "Awarding Authority") in the amount of five (5) percent of the value of the bid. No other form of bid security will be accepted.

By submitting this bid the undersigned represents to the Owner that it has examined and understands the Advertisement for Bids, Instructions to Bidders, contract forms, Conditions of the Contract (General and Supplementary), Drawings, Specifications and all other Contract Documents and has examined the site, as defined therein, and that this bid is made with distinct reference and relation to all said Contract Documents; but the undersigned declares that in regard to the conditions affecting the work to be done and the labor and materials needed, this bid is based solely on its own investigation and research and not in reliance upon any drawings, surveys, measurements, dimensions, calculations, estimates, or other tests or representations of any employee, officer, agent or consultant of the Owner. By submitting this bid, the undersigned agrees that it shall be subject to the jurisdiction of the courts of the Commonwealth of Massachusetts with respect to any actions arising out of or related to this bid or any contract that may be entered into based upon this bid, and that any such actions commenced by the undersigned shall be commenced in the courts of the Commonwealth of Massachusetts.

A bidder wishing to amend this bid after transmittal to the Owner may do so only by withdrawing this bid and resubmitting another bid prior to the time for opening bids.

TO: CITY OF WORCESTER

A. The Undersigned proposes to furnish all labor and materials required for the project **Carpet – Flooring Replacement – Library / DPF**, in Worcester, MA, in accordance with the accompanying plans and specifications prepared by the City of Worcester for the contract price specified below, subject to additions or deductions according to the terms of the specifications.

B. This bid includes addenda numbered: _____

C. The proposed contract base bid price is:

_____ Dollars
written amount

(\$ _____)
numerical amount

C-2 UNIT PRICES: N/A

In addition to stating the Total Base Bid Price, the Bidder shall state prices for the various items of work as may be listed herein. The Unit Prices listed below, if accepted by the Owner in the award of the contract, may be used for computing adjustments during the course of construction, based upon extra work ordered by the Owner, or for work countermanded, reduced, or omitted by the Owner.

C-3 ALTERNATES: See below and drawings for further description

The owner may select at its option in the order below, any Alternate or combination of Alternates, or none of the Alternates, however, no single Alternate may be selected unless every Alternate preceding it has been selected. The Bidder is required to provide a bid for each Alternate listed below. If selected by the Owner, the Alternate(s) will be added to the total Base Bid price to determine the low bidder.

Add Alternate # 1: Second Floor – Removal of existing carpeting around fixed furniture, prepare floor for new flooring, furnish and install new flooring and accessories per attached plans and specifications.

Alternate # 1 Price: \$_____

C-4 TIME FOR COMPLETION:

The work of this contract shall be completed by June 15, 2022.

- D.** The undersigned agrees that, if selected as general contractor, he/she will within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority execute a contract in accordance with the terms of this general bid and furnish a performance and also a labor and materials or payment bond, each of a surety company qualified to do business under the laws of the Commonwealth and satisfactory to the awarding authority and each in the sum of one hundred percent of the contract price, the premiums for which are to be paid by the general contractor and are included in the contract price
- E.** The bidder hereby certifies that it is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course on construction safety and health approved by the United States Occupational Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee: and that he will comply fully with all laws and regulations applicable to awards of subcontracts subject to section 44F.
- F.** The undersigned further certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used herein the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under the penalty of perjury that the undersigned is not presently debarred from doing public construction work in the Commonwealth under the provisions of section 29F of Chapter 29 or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

Date _____

(Print Name of Bidder)

(Signature)

By: _____
(Name of Person Signing Bid and Title)

Social Security Number or
Federal Identification Number:

(Business Address)

(City, State, and Zip Code)

E-mail Address:

Telephone: (_____) _____

Fax: (_____) _____

GIVE FULL NAMES AND RESIDENCES OF ALL PERSONS INTERESTED IN THE FOREGOING PROPOSAL.

(1) If a Proprietorship

Name of Owner _____

Business Address _____

Zip Code _____ Telephone No. _____

Home Address _____

Zip Code _____

(2) If a Partnership
Full names and addresses of all partners

<u>Name</u>	<u>Address</u>	<u>Zip Code</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

(3) If a Corporation

Full Legal Name _____

State of Incorporation _____ Qualified in Massachusetts ? Yes _____ No _____

Principal Place of Business _____

_____	Street	_____	P.O. Box
_____	City/Town	State	Zip

Telephone No. _____

Place of Business in Massachusetts _____

_____	Street	_____	P.O. Box
_____	City/Town	State	Zip

Telephone No. _____

If a foreign corporation (incorporated or organized under laws other than laws of the Commonwealth of Massachusetts), is the corporation registered with the Massachusetts Secretary of State's office? _____ Yes _____ No
If the bidder is a foreign corporation, it is required under MGL c. 30, section 39L to furnish the awarding authority a certificate of the Secretary of State stating that the corporation has complied with MGL c. 156D, Part 15, subdivision A, s. 15.03, and Part 16, subdivision B, s. 16.22

GIVE THE FOLLOWING INFORMATION REGARDING SURETY COMPANY THAT WILL SUPPLY THE REQUIRED BONDS. Performance and payment bonds in the amount of 100% of the dollar value of the contract will be required at time of contract execution. It is the contractor's responsibility to submit the required bond documentation in a form that is satisfactory to the City.

Full Legal Name of Surety Company _____

State of Incorporation _____ Admitted in Massachusetts ? Yes _____ No _____

Principal Place of Business _____
Street P.O. Box

City/Town State Zip

Place of Business in Massachusetts _____
Street P.O. Box

City/Town State Zip

Telephone No. _____

NOTE

The Office of the Attorney General, Washington, D.C. requires the following information on all bid proposals amounting to \$1,000.00 or more.

E.I. Number of bidder _____

This number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941.

AUTHORIZED SIGNATURE OF BIDDER _____ TITLE _____
PLEASE SIGN

DATE _____ BID SECURITY \$ _____

The name (s) of customer service representative (s) to be responsible for servicing this account in the event of contract award are:

NAME (PLEASE PRINT) TEL. NO.

NAME (PLEASE PRINT) TEL. NO.

PLEASE INDICATE YOUR FAX NUMBER FAX # _____

PLEASE INDICATE E-MAIL ADDRESS: E-MAIL: _____

PREVAILING WAGE RATES

&

CERTIFIED PAYROLL REPORTING FORMS

NOTE: Successful bidder/contractor shall submit the required certified payroll reporting forms on a weekly basis *via email* to:

certifiedpayrollrecords@worcesterma.gov

**City of Worcester – Purchasing Division
City Hall – Room 201
455 Main Street
Worcester, MA 01608**

MASSACHUSETTS WEEKLY CERTIFIED PAYROLL REPORT FORM



Company's Name:		Address:				Phone No.:				Payroll No.:									
Employer's Signature:		Title:				Contract No:		Tax Payer ID Number		Work Week Ending:									
Awarding Authority's Name:		Public Works Project Name:				Public Works Project Location:				Min. Wage Rate Sheet Number									
General / Prime Contractor's Name:		Subcontractor's Name:						"Employer" Hourly Fringe Benefit Contributions											
				(B+C+D+E) (A x F)															
Employee Name & Complete Address	Work Classification:	Employee is OSHA 10 certified (?)	Appr. Rate (%)	Hours Worked								Project Hours (A) All Other Hours	Hourly Base Wage (B)	Health & Welfare Insurance (C)	ERISA Pension Plan (D)	Supp. Unemp. (E)	Total Hourly Prev. Wage (F)	Project Gross Wages Total Gross Wages	Check No. (H)
				Su.	Mo.	Tu.	We.	Th.	Fr.	Sa.									

Are all apprentice employees identified above currently registered with the MA DLS's Division of Apprentice Standards? YES ☐ NO ☐

For all apprentices performing work during the reporting period, attach a copy of the apprentice identification card issued by the Massachusetts Department of Labor Standards / Division of Apprentice Standards. No apprentices are identified above ☐

NOTE: Pursuant to MGL c. 149, s. 27B, every contractor and subcontractor is required to submit a true and accurate copy of their certified weekly payroll records to the awarding authority by first-class mail or e-mail. In addition, each weekly payroll must be accompanied by a statement of compliance signed by the employer. Failure to comply may result in the commencement of a criminal action or the issuance of a civil citation.

Page _____ of _____

Date Received by Awarding Authority
/ /

CITY OF WORCESTER

Monthly Workforce Report

PROJECT NAME _____

Construction Manager: _____

Project: _____ Contract #: _____

Period Covered: _____ through _____

		GOAL - 38%		GOAL - 10%			
PROJECT-TO-DATE:		PEOPLE OF COLOR		FEMALE		MINORITY OWNED	WOMEN OWNED
Contractor/Sub-Contractor	Total Hours	PTD Hours	PTD Percentage	PTD Hours	PTD Percentage		
XX	600		0.0%		0.0%	YES / NO	YES / NO
						YES / NO	YES / NO
						YES / NO	YES / NO
						YES / NO	YES / NO
MONTHLY TOTAL:	600.0	0.00	0.0%	0.0	0.0%		

PROJECT NAME _____

Construction Manager: _____

Project: _____ Contract #: _____

Period Covered: _____ through _____

		GOAL - 38%		GOAL - 10%	
PROJECT-TO-DATE:		PEOPLE OF COLOR		FEMALE	
Trade	Total Hours	PTD Hours	PTD Percentage	PTD Hours	PTD Percentage
Carpenter	600.0	0.0	0.0%	0.0	0.0%
X					
X					
X					
X					
X					
MONTHLY TOTALS	600.0	0.0	0.0%	0.0	0.0%

WEEKLY PAYROLL RECORDS REPORT & STATEMENT OF COMPLIANCE

In accordance with Massachusetts General Law c. 149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form has been printed on the reverse of this page and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

In addition, every contractor and subcontractor is required to submit a copy of their weekly payroll records to the awarding authority. For every week in which an apprentice is employed, a photocopy of the apprentice's identification card must be attached to the payroll report. Once collected, the awarding authority is also required to preserve those records for three years.

In addition, each such contractor, subcontractor, or public body shall furnish to the awarding authority directly, within fifteen days after completion of its portion of the work a statement, executed by the contractor, subcontractor or public body who supervises the payment of wages, in the following form:

STATEMENT OF COMPLIANCE

_____, 20____

I, _____, _____
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by
_____ on the _____
(Contractor, subcontractor or public body) (Building or project)

and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty nine of the General Laws.

Signature _____

Title _____



CHARLES D. BAKER
Governor

KARYN E. POLITO
Lt. Governor

THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS

Prevailing Wage Rates

As determined by the Director under the provisions of the
Massachusetts General Laws, Chapter 149, Sections 26 to 27H

ROSALIN ACOSTA
Secretary
MICHAEL FLANAGAN
Director

Awarding Authority: City of Worcester Purchasing Division
Contract Number: 7739-W2 **City/Town:** WORCESTER
Description of Work: Replacement of carpet and flooring at Worcester Public Library per plans and specifications
Job Location: Salem Street

Information about Prevailing Wage Schedules for Awarding Authorities and Contractors

- This wage schedule applies only to the specific project referenced at the top of this page and uniquely identified by the "Wage Request Number" on all pages of this schedule.
 - An Awarding Authority must request an updated wage schedule from the Department of Labor Standards ("DLS") if it has not opened bids or selected a contractor within 90 days of the date of issuance of the wage schedule. For CM AT RISK projects (bid pursuant to G.L. c.149A), the earlier of: (a) the execution date of the GMP Amendment, or (b) the bid for the first construction scope of work must be within 90-days of the wage schedule issuance date.
 - The wage schedule shall be incorporated in any advertisement or call for bids for the project as required by M.G.L. c. 149, § 27. The wage schedule shall be made a part of the contract awarded for the project. The wage schedule must be posted in a conspicuous place at the work site for the life of the project in accordance with M.G.L. c. 149 § 27. The wages listed on the wage schedule must be paid to employees performing construction work on the project whether they are employed by the prime contractor, a filed sub-bidder, or any sub-contractor.
 - All apprentices working on the project are required to be registered with the Massachusetts Department of Labor Standards, Division of Apprentice Standards (DLS/DAS). Apprentice must keep his/her apprentice identification card on his/her person during all work hours on the project. An apprentice registered with DAS may be paid the lower apprentice wage rate at the applicable step as provided on the prevailing wage schedule. **Any apprentice not registered with DLS/DAS regardless of whether or not they are registered with any other federal, state, local, or private agency must be paid the journeyworker's rate for the trade.**
 - The wage rates will remain in effect for the duration of the project, except in the case of multi-year public construction projects. For construction projects lasting longer than one year, awarding authorities must request an updated wage schedule. Awarding authorities are required to request these updates no later than two weeks before the anniversary of the date the contract was executed by the awarding authority and the general contractor. For multi-year CM AT RISK projects, awarding authority must request an annual update no later than two weeks before the anniversary date, determined as the earlier of: (a) the execution date of the GMP Amendment, or (b) the execution date of the first amendment to permit procurement of construction services. Contractors are required to obtain the wage schedules from awarding authorities, and to pay no less than these rates to covered workers. The annual update requirement is not applicable to 27F "rental of equipment" contracts.
 - Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked, and wages paid. Do not submit weekly payroll reports to DLS. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.
 - Contractors with questions about the wage rates or classifications included on the wage schedule have an affirmative obligation to inquire with DLS at (617) 626-6953.
 - Employees not receiving the prevailing wage rate set forth on the wage schedule may report the violation to the Fair Labor Division of the office of the Attorney General at (617) 727-3465.
 - Failure of a contractor or subcontractor to pay the prevailing wage rates listed on the wage schedule to all employees who perform construction work on the project is a violation of the law and subjects the contractor or subcontractor to civil and criminal penalties.
-

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
Construction						
(2 AXLE) DRIVER - EQUIPMENT <i>TEAMSTERS JOINT COUNCIL NO. 10 ZONE B</i>	12/01/2021	\$35.95	\$13.41	\$16.01	\$0.00	\$65.37
(3 AXLE) DRIVER - EQUIPMENT <i>TEAMSTERS JOINT COUNCIL NO. 10 ZONE B</i>	12/01/2021	\$36.02	\$13.41	\$16.01	\$0.00	\$65.44
(4 & 5 AXLE) DRIVER - EQUIPMENT <i>TEAMSTERS JOINT COUNCIL NO. 10 ZONE B</i>	12/01/2021	\$36.14	\$13.41	\$16.01	\$0.00	\$65.56
ADS/SUBMERSIBLE PILOT <i>PILE DRIVER LOCAL 56 (ZONE 2)</i>	08/01/2020	\$103.05	\$9.40	\$23.12	\$0.00	\$135.57
For apprentice rates see "Apprentice- PILE DRIVER"						
AIR TRACK OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
	06/01/2022	\$37.06	\$9.10	\$16.64	\$0.00	\$62.80
	12/01/2022	\$37.91	\$9.10	\$16.64	\$0.00	\$63.65
	06/01/2023	\$38.81	\$9.10	\$16.64	\$0.00	\$64.55
	12/01/2023	\$39.71	\$9.10	\$16.64	\$0.00	\$65.45
For apprentice rates see "Apprentice- LABORER"						
AIR TRACK OPERATOR (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
ASBESTOS WORKER (PIPES & TANKS) <i>HEAT & FROST INSULATORS LOCAL 6 (WORCESTER)</i>	12/01/2020	\$38.10	\$12.80	\$9.45	\$0.00	\$60.35
ASPHALT RAKER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
ASPHALT RAKER (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
ASPHALT/CONCRETE/CRUSHER PLANT-ON SITE <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
BACKHOE/FRONT-END LOADER <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
BARCO-TYPE JUMPING TAMPER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
BLOCK PAVER, RAMMER / CURB SETTER <i>LABORERS - ZONE 2</i>	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
	06/01/2022	\$37.06	\$9.10	\$16.64	\$0.00	\$62.80
	12/01/2022	\$37.91	\$9.10	\$16.64	\$0.00	\$63.65
	06/01/2023	\$38.81	\$9.10	\$16.64	\$0.00	\$64.55
	12/01/2023	\$39.71	\$9.10	\$16.64	\$0.00	\$65.45
For apprentice rates see "Apprentice- LABORER"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
BLOCK PAVER, RAMMER / CURB SETTER (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i> For apprentice rates see "Apprentice- LABORER (Heavy and Highway)	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
BOILER MAKER <i>BOILERMAKERS LOCAL 29</i>	01/01/2020	\$46.10	\$7.07	\$17.98	\$0.00	\$71.15

Apprentice - BOILERMAKER - Local 29

Effective Date - 01/01/2020

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	65	\$29.97	\$7.07	\$11.69	\$0.00	\$48.73
2	65	\$29.97	\$7.07	\$11.69	\$0.00	\$48.73
3	70	\$32.27	\$7.07	\$12.59	\$0.00	\$51.93
4	75	\$34.58	\$7.07	\$13.49	\$0.00	\$55.14
5	80	\$36.88	\$7.07	\$14.38	\$0.00	\$58.33
6	85	\$39.19	\$7.07	\$15.29	\$0.00	\$61.55
7	90	\$41.49	\$7.07	\$16.18	\$0.00	\$64.74
8	95	\$43.80	\$7.07	\$17.09	\$0.00	\$67.96

Notes:

Apprentice to Journeyworker Ratio:1:4

BRICK/STONE/ARTIFICIAL MASONRY (INCL. MASONRY WATERPROOFING)	08/01/2021	\$55.01	\$11.39	\$21.57	\$0.00	\$87.97
<i>BRICKLAYERS LOCAL 3 (WORCESTER)</i>	02/01/2022	\$55.59	\$11.39	\$21.57	\$0.00	\$88.55

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
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Apprentice - BRICK/PLASTER/CEMENT MASON - Local 3 Worcester

Effective Date - 08/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$27.51	\$11.39	\$21.57	\$0.00	\$60.47
2	60	\$33.01	\$11.39	\$21.57	\$0.00	\$65.97
3	70	\$38.51	\$11.39	\$21.57	\$0.00	\$71.47
4	80	\$44.01	\$11.39	\$21.57	\$0.00	\$76.97
5	90	\$49.51	\$11.39	\$21.57	\$0.00	\$82.47

Effective Date - 02/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$27.80	\$11.39	\$21.57	\$0.00	\$60.76
2	60	\$33.35	\$11.39	\$21.57	\$0.00	\$66.31
3	70	\$38.91	\$11.39	\$21.57	\$0.00	\$71.87
4	80	\$44.47	\$11.39	\$21.57	\$0.00	\$77.43
5	90	\$50.03	\$11.39	\$21.57	\$0.00	\$82.99

Notes:

Apprentice to Journeyworker Ratio:1:5

BULLDOZER/GRADER/SCRAPER OPERATING ENGINEERS LOCAL 4	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
CAISSON & UNDERPINNING BOTTOM MAN LABORERS - FOUNDATION AND MARINE	12/01/2021	\$42.33	\$9.10	\$17.72	\$0.00	\$69.15
For apprentice rates see "Apprentice- LABORER"						
CAISSON & UNDERPINNING LABORER LABORERS - FOUNDATION AND MARINE	12/01/2021	\$41.18	\$9.10	\$17.72	\$0.00	\$68.00
For apprentice rates see "Apprentice- LABORER"						
CAISSON & UNDERPINNING TOP MAN LABORERS - FOUNDATION AND MARINE	12/01/2021	\$41.18	\$9.10	\$17.72	\$0.00	\$68.00
For apprentice rates see "Apprentice- LABORER"						
CARBIDE CORE DRILL OPERATOR LABORERS - ZONE 2	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
CARPENTER CARPENTERS -ZONE 2 (Eastern Massachusetts)	09/01/2021	\$44.18	\$8.58	\$19.82	\$0.00	\$72.58
	03/01/2022	\$44.78	\$8.58	\$19.82	\$0.00	\$73.18
	09/01/2022	\$45.43	\$8.58	\$19.82	\$0.00	\$73.83
	03/01/2023	\$46.03	\$8.58	\$19.82	\$0.00	\$74.43

Classification
Effective Date
Base Wage
Health
Pension
**Supplemental
Unemployment**
Total Rate
Apprentice - CARPENTER - Zone 2 Eastern MA
Effective Date - 09/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$22.09	\$8.58	\$1.73	\$0.00	\$32.40
2	60	\$26.51	\$8.58	\$1.73	\$0.00	\$36.82
3	70	\$30.93	\$8.58	\$14.63	\$0.00	\$54.14
4	75	\$33.14	\$8.58	\$14.63	\$0.00	\$56.35
5	80	\$35.34	\$8.58	\$16.36	\$0.00	\$60.28
6	80	\$35.34	\$8.58	\$16.36	\$0.00	\$60.28
7	90	\$39.76	\$8.58	\$18.09	\$0.00	\$66.43
8	90	\$39.76	\$8.58	\$18.09	\$0.00	\$66.43

Effective Date - 03/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$22.39	\$8.58	\$1.73	\$0.00	\$32.70
2	60	\$26.87	\$8.58	\$1.73	\$0.00	\$37.18
3	70	\$31.35	\$8.58	\$14.63	\$0.00	\$54.56
4	75	\$33.59	\$8.58	\$14.63	\$0.00	\$56.80
5	80	\$35.82	\$8.58	\$16.36	\$0.00	\$60.76
6	80	\$35.82	\$8.58	\$16.36	\$0.00	\$60.76
7	90	\$40.30	\$8.58	\$18.09	\$0.00	\$66.97
8	90	\$40.30	\$8.58	\$18.09	\$0.00	\$66.97

Notes:

% Indentured After 10/1/17; 45/45/55/55/70/70/80/80
Step 1&2 \$30.19/ 3&4 \$36.28/ 5&6 \$55.87/ 7&8 \$62.01

Apprentice to Journeyworker Ratio:1:5

CARPENTER WOOD FRAME	04/01/2021	\$23.16	\$7.21	\$4.80	\$0.00	\$35.17
CARPENTERS-ZONE 3 (Wood Frame)	04/01/2022	\$23.66	\$7.21	\$4.80	\$0.00	\$35.67
	04/01/2023	\$24.16	\$7.21	\$4.80	\$0.00	\$36.17

All Aspects of New Wood Frame Work

Apprentice - CARPENTER (Wood Frame) - Zone 3**Effective Date -** 04/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	60	\$13.90	\$7.21	\$0.00	\$0.00	\$21.11
2	60	\$13.90	\$7.21	\$0.00	\$0.00	\$21.11
3	65	\$15.05	\$7.21	\$0.00	\$0.00	\$22.26
4	70	\$16.21	\$7.21	\$0.00	\$0.00	\$23.42
5	75	\$17.37	\$7.21	\$3.80	\$0.00	\$28.38
6	80	\$18.53	\$7.21	\$3.80	\$0.00	\$29.54
7	85	\$19.69	\$7.21	\$3.80	\$0.00	\$30.70
8	90	\$20.84	\$7.21	\$3.80	\$0.00	\$31.85

Effective Date - 04/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	60	\$14.20	\$7.21	\$0.00	\$0.00	\$21.41
2	60	\$14.20	\$7.21	\$0.00	\$0.00	\$21.41
3	65	\$15.38	\$7.21	\$0.00	\$0.00	\$22.59
4	70	\$16.56	\$7.21	\$0.00	\$0.00	\$23.77
5	75	\$17.75	\$7.21	\$3.80	\$0.00	\$28.76
6	80	\$18.93	\$7.21	\$3.80	\$0.00	\$29.94
7	85	\$20.11	\$7.21	\$3.80	\$0.00	\$31.12
8	90	\$21.29	\$7.21	\$3.80	\$0.00	\$32.30

Notes:

% Indentured After 10/1/17; 45/45/55/55/70/70/80/80
 Step 1&2 \$17.63/ 3&4 \$19.95/ 5&6 \$27.22/ 7&8 \$29.54

Apprentice to Journeyworker Ratio:1:5

CEMENT MASONRY/PLASTERING

01/01/2020

\$47.14

\$12.75

\$22.41

\$0.62

\$82.92

BRICKLAYERS LOCAL 3 (WORCESTER)

Apprentice - CEMENT MASONRY/PLASTERING - Worcester**Effective Date -** 01/01/2020

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$23.57	\$12.75	\$15.41	\$0.00	\$51.73
2	60	\$28.28	\$12.75	\$17.41	\$0.62	\$59.06
3	65	\$30.64	\$12.75	\$18.41	\$0.62	\$62.42
4	70	\$33.00	\$12.75	\$19.41	\$0.62	\$65.78
5	75	\$35.36	\$12.75	\$20.41	\$0.62	\$69.14
6	80	\$37.71	\$12.75	\$21.41	\$0.62	\$72.49
7	90	\$42.43	\$12.75	\$22.41	\$0.62	\$78.21

Notes:

Steps 3,4 are 500 hrs. All other steps are 1,000 hrs.

Apprentice to Journeyworker Ratio:1:3

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
CHAIN SAW OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
CLAM SHELLS/SLURRY BUCKETS/HEADING MACHINES <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$52.38	\$14.00	\$16.05	\$0.00	\$82.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
COMPRESSOR OPERATOR <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$33.69	\$14.00	\$16.05	\$0.00	\$63.74
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
DELEADER (BRIDGE) <i>PAINTERS LOCAL 35 - ZONE 2</i>	07/01/2021	\$52.86	\$8.45	\$22.90	\$0.00	\$84.21
	01/01/2022	\$53.66	\$8.65	\$23.05	\$0.00	\$85.36
	07/01/2022	\$54.86	\$8.65	\$23.05	\$0.00	\$86.56
	01/01/2023	\$56.06	\$8.65	\$23.05	\$0.00	\$87.76
	07/01/2023	\$57.26	\$8.65	\$23.05	\$0.00	\$88.96
	01/01/2024	\$58.46	\$8.65	\$23.05	\$0.00	\$90.16
	07/01/2024	\$59.66	\$8.65	\$23.05	\$0.00	\$91.36
	01/01/2025	\$60.86	\$8.65	\$23.05	\$0.00	\$92.56

Classification
Effective Date
Base Wage
Health
Pension
**Supplemental
Unemployment**
Total Rate
Apprentice - PAINTER Local 35 - BRIDGES/TANKS
Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$26.43	\$8.45	\$0.00	\$0.00	\$34.88
2	55	\$29.07	\$8.45	\$6.22	\$0.00	\$43.74
3	60	\$31.72	\$8.45	\$6.78	\$0.00	\$46.95
4	65	\$34.36	\$8.45	\$7.35	\$0.00	\$50.16
5	70	\$37.00	\$8.45	\$19.51	\$0.00	\$64.96
6	75	\$39.65	\$8.45	\$20.08	\$0.00	\$68.18
7	80	\$42.29	\$8.45	\$20.64	\$0.00	\$71.38
8	90	\$47.57	\$8.45	\$21.77	\$0.00	\$77.79

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$26.83	\$8.65	\$0.00	\$0.00	\$35.48
2	55	\$29.51	\$8.65	\$6.27	\$0.00	\$44.43
3	60	\$32.20	\$8.65	\$6.84	\$0.00	\$47.69
4	65	\$34.88	\$8.65	\$7.41	\$0.00	\$50.94
5	70	\$37.56	\$8.65	\$19.63	\$0.00	\$65.84
6	75	\$40.25	\$8.65	\$20.20	\$0.00	\$69.10
7	80	\$42.93	\$8.65	\$20.77	\$0.00	\$72.35
8	90	\$48.29	\$8.65	\$21.91	\$0.00	\$78.85

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1
DEMO: ADZEMAN
LABORERS - ZONE 2

12/01/2021	\$41.33	\$9.10	\$17.57	\$0.00	\$68.00
06/01/2022	\$42.33	\$9.10	\$17.57	\$0.00	\$69.00
12/01/2022	\$43.33	\$9.10	\$17.57	\$0.00	\$70.00
06/01/2023	\$44.33	\$9.10	\$17.57	\$0.00	\$71.00
12/01/2023	\$45.58	\$9.10	\$17.57	\$0.00	\$72.25

For apprentice rates see "Apprentice- LABORER"

DEMO: BACKHOE/LOADER/HAMMER OPERATOR
LABORERS - ZONE 2

12/01/2021	\$42.33	\$9.10	\$17.57	\$0.00	\$69.00
06/01/2022	\$43.33	\$9.10	\$17.57	\$0.00	\$70.00
12/01/2022	\$44.33	\$9.10	\$17.57	\$0.00	\$71.00
06/01/2023	\$45.33	\$9.10	\$17.57	\$0.00	\$72.00
12/01/2023	\$46.58	\$9.10	\$17.57	\$0.00	\$73.25

For apprentice rates see "Apprentice- LABORER"

DEMO: BURNERS
LABORERS - ZONE 2

12/01/2021	\$42.08	\$9.10	\$17.57	\$0.00	\$68.75
06/01/2022	\$43.08	\$9.10	\$17.57	\$0.00	\$69.75
12/01/2022	\$44.08	\$9.10	\$17.57	\$0.00	\$70.75
06/01/2023	\$45.08	\$9.10	\$17.57	\$0.00	\$71.75
12/01/2023	\$46.33	\$9.10	\$17.57	\$0.00	\$73.00

For apprentice rates see "Apprentice- LABORER"

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
DEMO: CONCRETE CUTTER/SAWYER <i>LABORERS - ZONE 2</i>	12/01/2021	\$42.33	\$9.10	\$17.57	\$0.00	\$69.00
	06/01/2022	\$43.33	\$9.10	\$17.57	\$0.00	\$70.00
	12/01/2022	\$44.33	\$9.10	\$17.57	\$0.00	\$71.00
	06/01/2023	\$45.33	\$9.10	\$17.57	\$0.00	\$72.00
	12/01/2023	\$46.58	\$9.10	\$17.57	\$0.00	\$73.25
For apprentice rates see "Apprentice- LABORER"						
DEMO: JACKHAMMER OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$42.08	\$9.10	\$17.57	\$0.00	\$68.75
	06/01/2022	\$43.08	\$9.10	\$17.57	\$0.00	\$69.75
	12/01/2022	\$44.08	\$9.10	\$17.57	\$0.00	\$70.75
	06/01/2023	\$45.08	\$9.10	\$17.57	\$0.00	\$71.75
	12/01/2023	\$46.33	\$9.10	\$17.57	\$0.00	\$73.00
For apprentice rates see "Apprentice- LABORER"						
DEMO: WRECKING LABORER <i>LABORERS - ZONE 2</i>	12/01/2021	\$41.33	\$9.10	\$17.57	\$0.00	\$68.00
	06/01/2022	\$42.33	\$9.10	\$17.57	\$0.00	\$69.00
	12/01/2022	\$43.33	\$9.10	\$17.57	\$0.00	\$70.00
	06/01/2023	\$44.33	\$9.10	\$17.57	\$0.00	\$71.00
	12/01/2023	\$45.58	\$9.10	\$17.57	\$0.00	\$72.25
For apprentice rates see "Apprentice- LABORER"						
DIRECTIONAL DRILL MACHINE OPERATOR <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
DIVER <i>PILE DRIVER LOCAL 56 (ZONE 2)</i>	08/01/2020	\$68.70	\$9.40	\$23.12	\$0.00	\$101.22
For apprentice rates see "Apprentice- PILE DRIVER"						
DIVER TENDER <i>PILE DRIVER LOCAL 56 (ZONE 2)</i>	08/01/2020	\$49.07	\$9.40	\$23.12	\$0.00	\$81.59
For apprentice rates see "Apprentice- PILE DRIVER"						
DIVER TENDER (EFFLUENT) <i>PILE DRIVER LOCAL 56 (ZONE 2)</i>	08/01/2020	\$73.60	\$9.40	\$23.12	\$0.00	\$106.12
For apprentice rates see "Apprentice- PILE DRIVER"						
DIVER/SLURRY (EFFLUENT) <i>PILE DRIVER LOCAL 56 (ZONE 2)</i>	08/01/2020	\$103.05	\$9.40	\$23.12	\$0.00	\$135.57
For apprentice rates see "Apprentice- PILE DRIVER"						
DRAWBRIDGE OPERATOR (Construction) <i>DRAWBRIDGE - SEIU LOCAL 888</i>	07/01/2020	\$26.77	\$6.67	\$3.93	\$0.16	\$37.53
ELECTRICIAN <i>ELECTRICIANS LOCAL 96</i>	09/05/2021	\$45.01	\$11.57	\$17.42	\$0.00	\$74.00
	09/04/2022	\$45.59	\$12.20	\$17.50	\$0.00	\$75.29

Classification

Effective Date Base Wage Health Pension Supplemental
Unemployment Total Rate

Apprentice - ELECTRICIAN - Local 96
Effective Date - 09/05/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	40	\$18.00	\$11.57	\$0.54	\$0.00	\$30.11
2	43	\$19.35	\$11.57	\$0.58	\$0.00	\$31.50
3	48	\$21.60	\$11.57	\$14.15	\$0.00	\$47.32
4	55	\$24.76	\$11.57	\$14.58	\$0.00	\$50.91
5	65	\$29.26	\$11.57	\$15.22	\$0.00	\$56.05
6	80	\$36.01	\$11.57	\$16.16	\$0.00	\$63.74

Effective Date - 09/04/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	40	\$18.24	\$12.20	\$0.55	\$0.00	\$30.99
2	43	\$19.60	\$12.20	\$0.59	\$0.00	\$32.39
3	48	\$21.88	\$12.20	\$14.18	\$0.00	\$48.26
4	55	\$25.07	\$12.20	\$14.63	\$0.00	\$51.90
5	65	\$29.63	\$12.20	\$15.27	\$0.00	\$57.10
6	80	\$36.47	\$12.20	\$16.22	\$0.00	\$64.89

Notes:

Steps 1-2 are 1000 hrs; Steps 3-6 are 1500 hrs.

Apprentice to Journeyworker Ratio:2:3***

ELEVATOR CONSTRUCTOR	01/01/2021	\$56.69	\$15.88	\$19.31	\$0.00	\$91.88
ELEVATOR CONSTRUCTORS LOCAL 41	01/01/2022	\$58.62	\$16.03	\$20.21	\$0.00	\$94.86

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
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Apprentice - ELEVATOR CONSTRUCTOR - Local 41

Effective Date - 01/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$28.35	\$15.88	\$0.00	\$0.00	\$44.23
2	55	\$31.18	\$15.88	\$19.31	\$0.00	\$66.37
3	65	\$36.85	\$15.88	\$19.31	\$0.00	\$72.04
4	70	\$39.68	\$15.88	\$19.31	\$0.00	\$74.87
5	80	\$45.35	\$15.88	\$19.31	\$0.00	\$80.54

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$29.31	\$16.03	\$0.00	\$0.00	\$45.34
2	55	\$32.24	\$16.03	\$20.21	\$0.00	\$68.48
3	65	\$38.10	\$16.03	\$20.21	\$0.00	\$74.34
4	70	\$41.03	\$16.03	\$20.21	\$0.00	\$77.27
5	80	\$46.90	\$16.03	\$20.21	\$0.00	\$83.14

Notes:

Steps 1-2 are 6 mos.; Steps 3-5 are 1 year

Apprentice to Journeyworker Ratio:1:1

ELEVATOR CONSTRUCTOR HELPER <i>ELEVATOR CONSTRUCTORS LOCAL 41</i>	01/01/2021	\$39.68	\$15.88	\$19.31	\$0.00	\$74.87
For apprentice rates see "Apprentice - ELEVATOR CONSTRUCTOR"	01/01/2022	\$41.03	\$16.03	\$20.21	\$0.00	\$77.27
FENCE & GUARD RAIL ERECTOR (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
FIELD ENG.INST.PERSON-BLDG,SITE,HVY/HWY <i>OPERATING ENGINEERS LOCAL 4</i>	11/01/2021	\$46.53	\$13.75	\$15.80	\$0.00	\$76.08
For apprentice rates see "Apprentice- OPERATING ENGINEERS"	05/01/2022	\$47.86	\$13.75	\$15.80	\$0.00	\$77.41
FIELD ENG.PARTY CHIEF-BLDG,SITE,HVY/HWY <i>OPERATING ENGINEERS LOCAL 4</i>	11/01/2021	\$48.06	\$13.75	\$15.80	\$0.00	\$77.61
For apprentice rates see "Apprentice- OPERATING ENGINEERS"	05/01/2022	\$49.22	\$13.75	\$15.80	\$0.00	\$78.77
FIELD ENG.ROD PERSON-BLDG,SITE,HVY/HWY <i>OPERATING ENGINEERS LOCAL 4</i>	11/01/2021	\$23.16	\$13.75	\$15.80	\$0.00	\$52.71
For apprentice rates see "Apprentice- OPERATING ENGINEERS"	05/01/2022	\$23.83	\$13.75	\$15.80	\$0.00	\$53.38
FIRE ALARM INSTALLER <i>ELECTRICIANS LOCAL 96</i>	09/05/2021	\$45.01	\$11.57	\$17.42	\$0.00	\$74.00
For apprentice rates see "Apprentice- ELECTRICIAN"	09/04/2022	\$45.59	\$12.20	\$17.50	\$0.00	\$75.29
FIRE ALARM REPAIR / MAINT/COMMISSIONING <i>ELECTRICIANS LOCAL 96</i>	09/05/2021	\$45.01	\$11.57	\$17.42	\$0.00	\$74.00
For apprentice rates see "Apprentice- ELECTRICIAN"	09/04/2022	\$45.59	\$12.20	\$17.50	\$0.00	\$75.29
FIREMAN (ASST. ENGINEER) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$41.76	\$14.00	\$16.05	\$0.00	\$71.81
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
FLAGGER & SIGNALER (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$24.50	\$9.10	\$16.64	\$0.00	\$50.24

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)						
FLOORCOVERER	09/01/2021	\$47.07	\$8.58	\$20.12	\$0.00	\$75.77
FLOORCOVERERS LOCAL 2168 ZONE II	03/01/2022	\$47.87	\$8.58	\$20.12	\$0.00	\$76.57

Apprentice - FLOORCOVERER - Local 2168 Zone II

Effective Date - 09/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$23.54	\$8.58	\$1.79	\$0.00	\$33.91
2	55	\$25.89	\$8.58	\$1.79	\$0.00	\$36.26
3	60	\$28.24	\$8.58	\$14.75	\$0.00	\$51.57
4	65	\$30.60	\$8.58	\$14.75	\$0.00	\$53.93
5	70	\$32.95	\$8.58	\$16.54	\$0.00	\$58.07
6	75	\$35.30	\$8.58	\$16.54	\$0.00	\$60.42
7	80	\$37.66	\$8.58	\$18.33	\$0.00	\$64.57
8	85	\$40.01	\$8.58	\$18.33	\$0.00	\$66.92

Effective Date - 03/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$23.94	\$8.58	\$1.79	\$0.00	\$34.31
2	55	\$26.33	\$8.58	\$1.79	\$0.00	\$36.70
3	60	\$28.72	\$8.58	\$14.75	\$0.00	\$52.05
4	65	\$31.12	\$8.58	\$14.75	\$0.00	\$54.45
5	70	\$33.51	\$8.58	\$16.54	\$0.00	\$58.63
6	75	\$35.90	\$8.58	\$16.54	\$0.00	\$61.02
7	80	\$38.30	\$8.58	\$18.33	\$0.00	\$65.21
8	85	\$40.69	\$8.58	\$18.33	\$0.00	\$67.60

Notes: Steps are 750 hrs.
 % After 10/1/17; 45/45/55/55/70/70/80/80 (1500hr Steps)
 Step 1&2 \$31.55/ 3&4 \$37.99/ 5&6 \$58.07/ 7&8 \$64.57

Apprentice to Journeyworker Ratio:1:1

FORK LIFT/CHERRY PICKER	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
OPERATING ENGINEERS LOCAL 4						
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
GENERATOR/LIGHTING PLANT/HEATERS	12/01/2021	\$33.69	\$14.00	\$16.05	\$0.00	\$63.74
OPERATING ENGINEERS LOCAL 4						
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
GLAZIER (GLASS PLANK/AIR BARRIER/INTERIOR SYSTEMS)	07/01/2021	\$42.36	\$8.45	\$22.90	\$0.00	\$73.71
GLAZIERS LOCAL 35 (ZONE 2)	01/01/2022	\$43.16	\$8.65	\$23.05	\$0.00	\$74.86
	07/01/2022	\$44.36	\$8.65	\$23.05	\$0.00	\$76.06
	01/01/2023	\$45.56	\$8.65	\$23.05	\$0.00	\$77.26
	07/01/2023	\$46.76	\$8.65	\$23.05	\$0.00	\$78.46
	01/01/2024	\$47.96	\$8.65	\$23.05	\$0.00	\$79.66
	07/01/2024	\$49.16	\$8.65	\$23.05	\$0.00	\$80.86
	01/01/2025	\$50.36	\$8.65	\$23.05	\$0.00	\$82.06

Classification
Effective Date
Base Wage
Health
Pension
**Supplemental
Unemployment**
Total Rate
Apprentice - GLAZIER - Local 35 Zone 2
Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.18	\$8.45	\$0.00	\$0.00	\$29.63
2	55	\$23.30	\$8.45	\$6.22	\$0.00	\$37.97
3	60	\$25.42	\$8.45	\$6.78	\$0.00	\$40.65
4	65	\$27.53	\$8.45	\$7.35	\$0.00	\$43.33
5	70	\$29.65	\$8.45	\$19.51	\$0.00	\$57.61
6	75	\$31.77	\$8.45	\$20.08	\$0.00	\$60.30
7	80	\$33.89	\$8.45	\$20.64	\$0.00	\$62.98
8	90	\$38.12	\$8.45	\$21.77	\$0.00	\$68.34

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.58	\$8.65	\$0.00	\$0.00	\$30.23
2	55	\$23.74	\$8.65	\$6.27	\$0.00	\$38.66
3	60	\$25.90	\$8.65	\$6.84	\$0.00	\$41.39
4	65	\$28.05	\$8.65	\$7.41	\$0.00	\$44.11
5	70	\$30.21	\$8.65	\$19.63	\$0.00	\$58.49
6	75	\$32.37	\$8.65	\$20.20	\$0.00	\$61.22
7	80	\$34.53	\$8.65	\$20.77	\$0.00	\$63.95
8	90	\$38.84	\$8.65	\$21.91	\$0.00	\$69.40

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

HOISTING ENGINEER/CRANES/GRADALLS

OPERATING ENGINEERS LOCAL 4

12/01/2021

\$51.38

\$14.00

\$16.05

\$0.00

\$81.43

Apprentice - OPERATING ENGINEERS - Local 4

Effective Date - 12/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	55	\$28.26	\$14.00	\$0.00	\$0.00	\$42.26
2	60	\$30.83	\$14.00	\$16.05	\$0.00	\$60.88
3	65	\$33.40	\$14.00	\$16.05	\$0.00	\$63.45
4	70	\$35.97	\$14.00	\$16.05	\$0.00	\$66.02
5	75	\$38.54	\$14.00	\$16.05	\$0.00	\$68.59
6	80	\$41.10	\$14.00	\$16.05	\$0.00	\$71.15
7	85	\$43.67	\$14.00	\$16.05	\$0.00	\$73.72
8	90	\$46.24	\$14.00	\$16.05	\$0.00	\$76.29

Notes:

Apprentice to Journeyworker Ratio:1:6

HVAC (DUCTWORK)	07/01/2021	\$38.29	\$10.64	\$17.33	\$1.99	\$68.25
<i>SHEETMETAL WORKERS LOCAL 63</i>	01/01/2022	\$39.29	\$10.64	\$17.33	\$2.02	\$69.28
For apprentice rates see "Apprentice- SHEET METAL WORKER"						
HVAC (ELECTRICAL CONTROLS)	09/05/2021	\$45.01	\$11.57	\$17.42	\$0.00	\$74.00
<i>ELECTRICIANS LOCAL 96</i>	09/04/2022	\$45.59	\$12.20	\$17.50	\$0.00	\$75.29
For apprentice rates see "Apprentice- ELECTRICIAN"						
HVAC (TESTING AND BALANCING - AIR)	07/01/2021	\$38.29	\$10.64	\$17.33	\$1.99	\$68.25
<i>SHEETMETAL WORKERS LOCAL 63</i>	01/01/2022	\$39.29	\$10.64	\$17.33	\$2.02	\$69.28
For apprentice rates see "Apprentice- SHEET METAL WORKER"						
HVAC (TESTING AND BALANCING -WATER)	09/01/2021	\$48.50	\$9.80	\$16.12	\$0.00	\$74.42
<i>PLUMBERS LOCAL 4</i>	03/01/2022	\$49.50	\$9.80	\$16.12	\$0.00	\$75.42
For apprentice rates see "Apprentice- PIPEFITTER" or "PLUMBER/PIPEFITTER"						
HVAC MECHANIC	09/01/2021	\$48.50	\$9.80	\$16.12	\$0.00	\$74.42
<i>PLUMBERS LOCAL 4</i>	03/01/2022	\$49.50	\$9.80	\$16.12	\$0.00	\$75.42
For apprentice rates see "Apprentice- PIPEFITTER" or "PLUMBER/PIPEFITTER"						
HYDRAULIC DRILLS	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
<i>LABORERS - ZONE 2</i>	06/01/2022	\$37.06	\$9.10	\$16.64	\$0.00	\$62.80
	12/01/2022	\$37.91	\$9.10	\$16.64	\$0.00	\$63.65
	06/01/2023	\$38.81	\$9.10	\$16.64	\$0.00	\$64.55
	12/01/2023	\$39.71	\$9.10	\$16.64	\$0.00	\$65.45
For apprentice rates see "Apprentice- LABORER"						
HYDRAULIC DRILLS (HEAVY & HIGHWAY)	12/01/2021	\$36.16	\$9.10	\$16.64	\$0.00	\$61.90
<i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>						
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
INSULATOR (PIPES & TANKS)	09/01/2021	\$46.50	\$13.80	\$17.14	\$0.00	\$77.44
<i>HEAT & FROST INSULATORS LOCAL 6 (WORCESTER)</i>	09/01/2022	\$48.95	\$13.80	\$17.14	\$0.00	\$79.89

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate	
Apprentice - ASBESTOS INSULATOR (Pipes & Tanks) - Local 6 Worcester							
Effective Date - 09/01/2021							
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate	
1	50	\$23.25	\$13.80	\$12.42	\$0.00	\$49.47	
2	60	\$27.90	\$13.80	\$13.36	\$0.00	\$55.06	
3	70	\$32.55	\$13.80	\$14.31	\$0.00	\$60.66	
4	80	\$37.20	\$13.80	\$15.25	\$0.00	\$66.25	
Effective Date - 09/01/2022							
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate	
1	50	\$24.48	\$13.80	\$12.42	\$0.00	\$50.70	
2	60	\$29.37	\$13.80	\$13.36	\$0.00	\$56.53	
3	70	\$34.27	\$13.80	\$14.31	\$0.00	\$62.38	
4	80	\$39.16	\$13.80	\$15.25	\$0.00	\$68.21	
Notes:							
Steps are 1 year							
Apprentice to Journeyworker Ratio:1:4							
IRONWORKER/WELDER		09/16/2020	\$48.36	\$8.10	\$25.10	\$0.00	\$81.56
IRONWORKERS LOCAL 7 (WORCESTER AREA)							
Apprentice - IRONWORKER - Local 7 Worcester							
Effective Date - 09/16/2020							
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate	
1	60	\$29.02	\$8.10	\$25.10	\$0.00	\$62.22	
2	70	\$33.85	\$8.10	\$25.10	\$0.00	\$67.05	
3	75	\$36.27	\$8.10	\$25.10	\$0.00	\$69.47	
4	80	\$38.69	\$8.10	\$25.10	\$0.00	\$71.89	
5	85	\$41.11	\$8.10	\$25.10	\$0.00	\$74.31	
6	90	\$43.52	\$8.10	\$25.10	\$0.00	\$76.72	
Notes:							
Structural 1:6; Ornamental 1:4							
Apprentice to Journeyworker Ratio:							
JACKHAMMER & PAVING BREAKER OPERATOR		12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
LABORERS - ZONE 2		06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
		12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
		06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
		12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"							

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
LABORER	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
LABORERS - ZONE 2	06/01/2022	\$36.31	\$9.10	\$16.64	\$0.00	\$62.05
	12/01/2022	\$37.16	\$9.10	\$16.64	\$0.00	\$62.90
	06/01/2023	\$38.06	\$9.10	\$16.64	\$0.00	\$63.80
	12/01/2023	\$38.96	\$9.10	\$16.64	\$0.00	\$64.70

Apprentice - LABORER - Zone 2

Effective Date - 12/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	60	\$21.25	\$9.10	\$16.64	\$0.00	\$46.99
2	70	\$24.79	\$9.10	\$16.64	\$0.00	\$50.53
3	80	\$28.33	\$9.10	\$16.64	\$0.00	\$54.07
4	90	\$31.87	\$9.10	\$16.64	\$0.00	\$57.61

Effective Date - 06/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	60	\$21.79	\$9.10	\$16.64	\$0.00	\$47.53
2	70	\$25.42	\$9.10	\$16.64	\$0.00	\$51.16
3	80	\$29.05	\$9.10	\$16.64	\$0.00	\$54.79
4	90	\$32.68	\$9.10	\$16.64	\$0.00	\$58.42

Notes:

Apprentice to Journeyworker Ratio:1:5

LABORER (HEAVY & HIGHWAY)	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
LABORERS - ZONE 2 (HEAVY & HIGHWAY)						

Apprentice - LABORER (Heavy & Highway) - Zone 2

Effective Date - 12/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	60	\$21.25	\$9.10	\$16.64	\$0.00	\$46.99
2	70	\$24.79	\$9.10	\$16.64	\$0.00	\$50.53
3	80	\$28.33	\$9.10	\$16.64	\$0.00	\$54.07
4	90	\$31.87	\$9.10	\$16.64	\$0.00	\$57.61

Notes:

Apprentice to Journeyworker Ratio:1:5

LABORER: CARPENTER TENDER	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
LABORERS - ZONE 2	06/01/2022	\$36.31	\$9.10	\$16.64	\$0.00	\$62.05
	12/01/2022	\$37.16	\$9.10	\$16.64	\$0.00	\$62.90
	06/01/2023	\$38.06	\$9.10	\$16.64	\$0.00	\$63.80
	12/01/2023	\$38.96	\$9.10	\$16.64	\$0.00	\$64.70

For apprentice rates see "Apprentice- LABORER"

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
LABORER: CEMENT FINISHER TENDER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
	06/01/2022	\$36.31	\$9.10	\$16.64	\$0.00	\$62.05
	12/01/2022	\$37.16	\$9.10	\$16.64	\$0.00	\$62.90
	06/01/2023	\$38.06	\$9.10	\$16.64	\$0.00	\$63.80
	12/01/2023	\$38.96	\$9.10	\$16.64	\$0.00	\$64.70
For apprentice rates see "Apprentice- LABORER"						
LABORER: HAZARDOUS WASTE/ASBESTOS REMOVER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.50	\$9.10	\$16.70	\$0.00	\$61.30
	06/01/2022	\$36.40	\$9.10	\$16.70	\$0.00	\$62.20
	12/01/2022	\$37.25	\$9.10	\$16.70	\$0.00	\$63.05
	06/01/2023	\$38.15	\$9.10	\$16.70	\$0.00	\$63.95
	12/01/2023	\$39.05	\$9.10	\$16.70	\$0.00	\$64.85
For apprentice rates see "Apprentice- LABORER"						
LABORER: MASON TENDER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
LABORER: MASON TENDER (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
LABORER: MULTI-TRADE TENDER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
	06/01/2022	\$36.31	\$9.10	\$16.64	\$0.00	\$62.05
	12/01/2022	\$37.16	\$9.10	\$16.64	\$0.00	\$62.90
	06/01/2023	\$38.06	\$9.10	\$16.64	\$0.00	\$63.80
	12/01/2023	\$38.96	\$9.10	\$16.64	\$0.00	\$64.70
For apprentice rates see "Apprentice- LABORER"						
LABORER: TREE REMOVER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
	06/01/2022	\$36.31	\$9.10	\$16.64	\$0.00	\$62.05
	12/01/2022	\$37.16	\$9.10	\$16.64	\$0.00	\$62.90
	06/01/2023	\$38.06	\$9.10	\$16.64	\$0.00	\$63.80
	12/01/2023	\$38.96	\$9.10	\$16.64	\$0.00	\$64.70
This classification applies to the removal of standing trees, and the trimming and removal of branches and limbs when related to public works construction or site clearance incidental to construction . For apprentice rates see "Apprentice- LABORER"						
LASER BEAM OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
LASER BEAM OPERATOR (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
MARBLE & TILE FINISHERS <i>BRICKLAYERS LOCAL 3 - MARBLE & TILE</i>	08/01/2021	\$43.69	\$11.39	\$20.30	\$0.00	\$75.38
	02/01/2022	\$44.16	\$11.39	\$20.30	\$0.00	\$75.85

Classification
Effective Date
Base Wage
Health
Pension
**Supplemental
Unemployment**
Total Rate
Apprentice - MARBLE & TILE FINISHER - Local 3 Marble & Tile
Effective Date - 08/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.85	\$11.39	\$20.30	\$0.00	\$53.54
2	60	\$26.21	\$11.39	\$20.30	\$0.00	\$57.90
3	70	\$30.58	\$11.39	\$20.30	\$0.00	\$62.27
4	80	\$34.95	\$11.39	\$20.30	\$0.00	\$66.64
5	90	\$39.32	\$11.39	\$20.30	\$0.00	\$71.01

Effective Date - 02/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$22.08	\$11.39	\$20.30	\$0.00	\$53.77
2	60	\$26.50	\$11.39	\$20.30	\$0.00	\$58.19
3	70	\$30.91	\$11.39	\$20.30	\$0.00	\$62.60
4	80	\$35.33	\$11.39	\$20.30	\$0.00	\$67.02
5	90	\$39.74	\$11.39	\$20.30	\$0.00	\$71.43

Notes:
Apprentice to Journeyworker Ratio:1:3
MARBLE MASONS,TILELAYERS & TERRAZZO MECH

08/01/2021

\$57.17

\$11.39

\$22.24

\$0.00

\$90.80

BRICKLAYERS LOCAL 3 - MARBLE & TILE

02/01/2022

\$57.74

\$11.39

\$22.24

\$0.00

\$91.37

Apprentice - MARBLE-TILE-TERRAZZO MECHANIC - Local 3 Marble & Tile
Effective Date - 08/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$28.59	\$11.39	\$22.24	\$0.00	\$62.22
2	60	\$34.30	\$11.39	\$22.24	\$0.00	\$67.93
3	70	\$40.02	\$11.39	\$22.24	\$0.00	\$73.65
4	80	\$45.74	\$11.39	\$22.24	\$0.00	\$79.37
5	90	\$51.45	\$11.39	\$22.24	\$0.00	\$85.08

Effective Date - 02/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$28.87	\$11.39	\$22.24	\$0.00	\$62.50
2	60	\$34.64	\$11.39	\$22.24	\$0.00	\$68.27
3	70	\$40.42	\$11.39	\$22.24	\$0.00	\$74.05
4	80	\$46.19	\$11.39	\$22.24	\$0.00	\$79.82
5	90	\$51.97	\$11.39	\$22.24	\$0.00	\$85.60

Notes:
Apprentice to Journeyworker Ratio:1:5

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
MECH. SWEEPER OPERATOR (ON CONST. SITES) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
MECHANICS MAINTENANCE <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
MILLWRIGHT (Zone 3) <i>MILLWRIGHTS LOCAL 1121 - Zone 3</i>	03/01/2021	\$37.66	\$8.58	\$21.57	\$0.00	\$67.81
	01/03/2022	\$38.91	\$8.58	\$21.57	\$0.00	\$69.06
	01/02/2023	\$40.16	\$8.58	\$21.57	\$0.00	\$70.31
Apprentice - <i>MILLWRIGHT - Local 1121 Zone 3</i>						
Effective Date - 03/01/2021						
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	55	\$20.71	\$8.58	\$5.72	\$0.00	\$35.01
2	65	\$24.48	\$8.58	\$17.93	\$0.00	\$50.99
3	75	\$28.25	\$8.58	\$18.98	\$0.00	\$55.81
4	85	\$32.01	\$8.58	\$20.01	\$0.00	\$60.60
Effective Date - 01/03/2022						
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	55	\$21.40	\$8.58	\$5.72	\$0.00	\$35.70
2	65	\$25.29	\$8.58	\$17.93	\$0.00	\$51.80
3	75	\$29.18	\$8.58	\$18.98	\$0.00	\$56.74
4	85	\$33.07	\$8.58	\$20.01	\$0.00	\$61.66
Notes: Step 1&2 Appr. indentured after 1/6/2020 receive no pension, but do receive annuity. (Step 1 \$5.72, Step 2 \$6.66) Steps are 2,000 hours						
Apprentice to Journeyworker Ratio:1:5						
MORTAR MIXER <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
OILER (OTHER THAN TRUCK CRANES,GRADALLS) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$23.48	\$14.00	\$16.05	\$0.00	\$53.53
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
OILER (TRUCK CRANES, GRADALLS) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$28.44	\$14.00	\$16.05	\$0.00	\$58.49
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
OTHER POWER DRIVEN EQUIPMENT - CLASS II <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
PAINTER (BRIDGES/TANKS)	07/01/2021	\$52.86	\$8.45	\$22.90	\$0.00	\$84.21
<i>PAINTERS LOCAL 35 - ZONE 2</i>	01/01/2022	\$53.66	\$8.65	\$23.05	\$0.00	\$85.36
	07/01/2022	\$54.86	\$8.65	\$23.05	\$0.00	\$86.56
	01/01/2023	\$56.06	\$8.65	\$23.05	\$0.00	\$87.76
	07/01/2023	\$57.26	\$8.65	\$23.05	\$0.00	\$88.96
	01/01/2024	\$58.46	\$8.65	\$23.05	\$0.00	\$90.16
	07/01/2024	\$59.66	\$8.65	\$23.05	\$0.00	\$91.36
	01/01/2025	\$60.86	\$8.65	\$23.05	\$0.00	\$92.56

Apprentice - PAINTER Local 35 - BRIDGES/TANKS

Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$26.43	\$8.45	\$0.00	\$0.00	\$34.88
2	55	\$29.07	\$8.45	\$6.22	\$0.00	\$43.74
3	60	\$31.72	\$8.45	\$6.78	\$0.00	\$46.95
4	65	\$34.36	\$8.45	\$7.35	\$0.00	\$50.16
5	70	\$37.00	\$8.45	\$19.51	\$0.00	\$64.96
6	75	\$39.65	\$8.45	\$20.08	\$0.00	\$68.18
7	80	\$42.29	\$8.45	\$20.64	\$0.00	\$71.38
8	90	\$47.57	\$8.45	\$21.77	\$0.00	\$77.79

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$26.83	\$8.65	\$0.00	\$0.00	\$35.48
2	55	\$29.51	\$8.65	\$6.27	\$0.00	\$44.43
3	60	\$32.20	\$8.65	\$6.84	\$0.00	\$47.69
4	65	\$34.88	\$8.65	\$7.41	\$0.00	\$50.94
5	70	\$37.56	\$8.65	\$19.63	\$0.00	\$65.84
6	75	\$40.25	\$8.65	\$20.20	\$0.00	\$69.10
7	80	\$42.93	\$8.65	\$20.77	\$0.00	\$72.35
8	90	\$48.29	\$8.65	\$21.91	\$0.00	\$78.85

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

PAINTER (SPRAY OR SANDBLAST, NEW) *	07/01/2021	\$43.76	\$8.45	\$22.90	\$0.00	\$75.11
* If 30% or more of surfaces to be painted are new construction, NEW paint rate shall be used. <i>PAINTERS LOCAL 35 - ZONE 2</i>	01/01/2022	\$44.56	\$8.65	\$23.05	\$0.00	\$76.26
	07/01/2022	\$45.76	\$8.65	\$23.05	\$0.00	\$77.46
	01/01/2023	\$46.96	\$8.65	\$23.05	\$0.00	\$78.66
	07/01/2023	\$48.16	\$8.65	\$23.05	\$0.00	\$79.86
	01/01/2024	\$49.36	\$8.65	\$23.05	\$0.00	\$81.06
	07/01/2024	\$50.56	\$8.65	\$23.05	\$0.00	\$82.26
	01/01/2025	\$51.76	\$8.65	\$23.05	\$0.00	\$83.46

Classification

Effective Date Base Wage Health Pension Supplemental Unemployment Total Rate

Apprentice - PAINTER Local 35 Zone 2 - Spray/Sandblast - New
Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.88	\$8.45	\$0.00	\$0.00	\$30.33
2	55	\$24.07	\$8.45	\$6.22	\$0.00	\$38.74
3	60	\$26.26	\$8.45	\$6.78	\$0.00	\$41.49
4	65	\$28.44	\$8.45	\$7.35	\$0.00	\$44.24
5	70	\$30.63	\$8.45	\$19.51	\$0.00	\$58.59
6	75	\$32.82	\$8.45	\$20.08	\$0.00	\$61.35
7	80	\$35.01	\$8.45	\$20.64	\$0.00	\$64.10
8	90	\$39.38	\$8.45	\$21.77	\$0.00	\$69.60

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$22.28	\$8.65	\$0.00	\$0.00	\$30.93
2	55	\$24.51	\$8.65	\$6.27	\$0.00	\$39.43
3	60	\$26.74	\$8.65	\$6.84	\$0.00	\$42.23
4	65	\$28.96	\$8.65	\$19.06	\$0.00	\$56.67
5	70	\$31.19	\$8.65	\$19.63	\$0.00	\$59.47
6	75	\$33.42	\$8.65	\$20.20	\$0.00	\$62.27
7	80	\$35.65	\$8.65	\$20.77	\$0.00	\$65.07
8	90	\$40.10	\$8.65	\$21.91	\$0.00	\$70.66

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

PAINTER (SPRAY OR SANDBLAST, REPAINT)	07/01/2021	\$41.82	\$8.45	\$22.90	\$0.00	\$73.17
PAINTERS LOCAL 35 - ZONE 2	01/01/2022	\$42.62	\$8.65	\$23.05	\$0.00	\$74.32
	07/01/2022	\$43.82	\$8.65	\$23.05	\$0.00	\$75.52
	01/01/2023	\$45.02	\$8.65	\$23.05	\$0.00	\$76.72
	07/01/2023	\$46.22	\$8.65	\$23.05	\$0.00	\$77.92
	01/01/2024	\$47.42	\$8.65	\$23.05	\$0.00	\$79.12
	07/01/2024	\$48.62	\$8.65	\$23.05	\$0.00	\$80.32
	01/01/2025	\$49.82	\$8.65	\$23.05	\$0.00	\$81.52

Apprentice - PAINTER Local 35 Zone 2 - Spray/Sandblast - Repaint**Effective Date - 07/01/2021**

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$20.91	\$8.45	\$0.00	\$0.00	\$29.36
2	55	\$23.00	\$8.45	\$6.22	\$0.00	\$37.67
3	60	\$25.09	\$8.45	\$6.78	\$0.00	\$40.32
4	65	\$27.18	\$8.45	\$7.35	\$0.00	\$42.98
5	70	\$29.27	\$8.45	\$19.51	\$0.00	\$57.23
6	75	\$31.37	\$8.45	\$20.08	\$0.00	\$59.90
7	80	\$33.46	\$8.45	\$20.64	\$0.00	\$62.55
8	90	\$37.64	\$8.45	\$21.77	\$0.00	\$67.86

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.31	\$8.65	\$0.00	\$0.00	\$29.96
2	55	\$23.44	\$8.65	\$6.27	\$0.00	\$38.36
3	60	\$25.57	\$8.65	\$6.84	\$0.00	\$41.06
4	65	\$27.70	\$8.65	\$7.41	\$0.00	\$43.76
5	70	\$29.83	\$8.65	\$19.63	\$0.00	\$58.11
6	75	\$31.97	\$8.65	\$20.20	\$0.00	\$60.82
7	80	\$34.10	\$8.65	\$20.77	\$0.00	\$63.52
8	90	\$38.36	\$8.65	\$21.91	\$0.00	\$68.92

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

PAINTER / TAPER (BRUSH, NEW) *

* If 30% or more of surfaces to be painted are new construction,
NEW paint rate shall be used. *PAINTERS LOCAL 35 - ZONE 2*

07/01/2021	\$42.36	\$8.45	\$22.90	\$0.00	\$73.71
01/01/2022	\$43.16	\$8.65	\$23.05	\$0.00	\$74.86
07/01/2022	\$44.36	\$8.65	\$23.05	\$0.00	\$76.06
01/01/2023	\$45.56	\$8.65	\$23.05	\$0.00	\$77.26
07/01/2023	\$46.76	\$8.65	\$23.05	\$0.00	\$78.46
01/01/2024	\$47.96	\$8.65	\$23.05	\$0.00	\$79.66
07/01/2024	\$49.16	\$8.65	\$23.05	\$0.00	\$80.86
01/01/2025	\$50.36	\$8.65	\$23.05	\$0.00	\$82.06

Apprentice - PAINTER - Local 35 Zone 2 - BRUSH NEW**Effective Date - 07/01/2021**

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.18	\$8.45	\$0.00	\$0.00	\$29.63
2	55	\$23.30	\$8.45	\$6.22	\$0.00	\$37.97
3	60	\$25.42	\$8.45	\$6.78	\$0.00	\$40.65
4	65	\$27.53	\$8.45	\$7.35	\$0.00	\$43.33
5	70	\$29.65	\$8.45	\$19.51	\$0.00	\$57.61
6	75	\$31.77	\$8.45	\$20.08	\$0.00	\$60.30
7	80	\$33.89	\$8.45	\$20.64	\$0.00	\$62.98
8	90	\$38.12	\$8.45	\$21.77	\$0.00	\$68.34

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$21.58	\$8.65	\$0.00	\$0.00	\$30.23
2	55	\$23.74	\$8.65	\$6.27	\$0.00	\$38.66
3	60	\$25.90	\$8.65	\$6.84	\$0.00	\$41.39
4	65	\$28.05	\$8.65	\$7.41	\$0.00	\$44.11
5	70	\$30.21	\$8.65	\$19.63	\$0.00	\$58.49
6	75	\$32.37	\$8.65	\$20.20	\$0.00	\$61.22
7	80	\$34.53	\$8.65	\$20.77	\$0.00	\$63.95
8	90	\$38.84	\$8.65	\$21.91	\$0.00	\$69.40

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

PAINTER / TAPER (BRUSH, REPAINT)

PAINTERS LOCAL 35 - ZONE 2

07/01/2021	\$40.42	\$8.45	\$22.90	\$0.00	\$71.77
01/01/2022	\$41.22	\$8.65	\$23.05	\$0.00	\$72.92
07/01/2022	\$42.42	\$8.65	\$23.05	\$0.00	\$74.12
01/01/2023	\$43.62	\$8.65	\$23.05	\$0.00	\$75.32
07/01/2023	\$44.82	\$8.65	\$23.05	\$0.00	\$76.52
01/01/2024	\$46.02	\$8.65	\$23.05	\$0.00	\$77.72
07/01/2024	\$47.22	\$8.65	\$23.05	\$0.00	\$78.92
01/01/2025	\$48.42	\$8.65	\$23.05	\$0.00	\$80.12

Apprentice - PAINTER Local 35 Zone 2 - BRUSH REPAINT

Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$20.21	\$8.45	\$0.00	\$0.00	\$28.66
2	55	\$22.23	\$8.45	\$6.22	\$0.00	\$36.90
3	60	\$24.25	\$8.45	\$6.78	\$0.00	\$39.48
4	65	\$26.27	\$8.45	\$7.35	\$0.00	\$42.07
5	70	\$28.29	\$8.45	\$19.51	\$0.00	\$56.25
6	75	\$30.32	\$8.45	\$20.08	\$0.00	\$58.85
7	80	\$32.34	\$8.45	\$20.64	\$0.00	\$61.43
8	90	\$36.38	\$8.45	\$21.77	\$0.00	\$66.60

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$20.61	\$8.65	\$0.00	\$0.00	\$29.26
2	55	\$22.67	\$8.65	\$6.27	\$0.00	\$37.59
3	60	\$24.73	\$8.65	\$6.84	\$0.00	\$40.22
4	65	\$26.79	\$8.65	\$7.41	\$0.00	\$42.85
5	70	\$28.85	\$8.65	\$19.63	\$0.00	\$57.13
6	75	\$30.92	\$8.65	\$20.20	\$0.00	\$59.77
7	80	\$32.98	\$8.65	\$20.77	\$0.00	\$62.40
8	90	\$37.10	\$8.65	\$21.91	\$0.00	\$67.66

Notes:

Steps are 750 hrs.

Apprentice to Journeyworker Ratio:1:1

PAINTER TRAFFIC MARKINGS (HEAVY/HIGHWAY) LABORERS - ZONE 2 (HEAVY & HIGHWAY)	12/01/2021	\$35.41	\$9.10	\$16.64	\$0.00	\$61.15
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)						
PANEL & PICKUP TRUCKS DRIVER TEAMSTERS JOINT COUNCIL NO. 10 ZONE B	12/01/2021	\$35.78	\$13.41	\$16.01	\$0.00	\$65.20
PIER AND DOCK CONSTRUCTOR (UNDERPINNING AND DECK) PILE DRIVER LOCAL 56 (ZONE 2)	08/01/2020	\$46.11	\$9.40	\$23.12	\$0.00	\$78.63
For apprentice rates see "Apprentice- PILE DRIVER"						
PILE DRIVER PILE DRIVER LOCAL 56 (ZONE 2)	08/01/2020	\$46.11	\$9.40	\$23.12	\$0.00	\$78.63

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
Apprentice - PILE DRIVER - Local 56 Zone 2						
Effective Date - 08/01/2020						
Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Notes: Apprentice wages shall be no less than the following Steps; (Same as set in Zone 1) 1\$57.06/2\$61.96/3\$66.87/4\$69.32/5\$71.78/6\$71.78/7\$76.68/8\$76.68						
Apprentice to Journeyworker Ratio:1:5						
PIPELAYER						
<i>LABORERS - ZONE 2</i>						
		12/01/2021	\$35.66	\$9.10	\$16.64	\$61.40
		06/01/2022	\$36.56	\$9.10	\$16.64	\$62.30
		12/01/2022	\$37.41	\$9.10	\$16.64	\$63.15
		06/01/2023	\$38.31	\$9.10	\$16.64	\$64.05
		12/01/2023	\$39.21	\$9.10	\$16.64	\$64.95
For apprentice rates see "Apprentice- LABORER"						
PIPELAYER (HEAVY & HIGHWAY)						
<i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>						
		12/01/2021	\$35.66	\$9.10	\$16.64	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
PLUMBER & PIPEFITTER						
<i>PLUMBERS LOCAL 4</i>						
		09/01/2021	\$48.50	\$9.80	\$16.12	\$74.42
		03/01/2022	\$49.50	\$9.80	\$16.12	\$75.42

Apprentice - PLUMBER/PIPEFITTER - Local 4

Effective Date - 09/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	40	\$19.40	\$9.80	\$0.00	\$0.00	\$29.20
2	50	\$24.25	\$9.80	\$0.00	\$0.00	\$34.05
3	60	\$29.10	\$9.80	\$0.00	\$0.00	\$38.90
4	70	\$33.95	\$9.80	\$6.41	\$0.00	\$50.16
5	80	\$38.80	\$9.80	\$6.41	\$0.00	\$55.01

Effective Date - 03/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	40	\$19.80	\$9.80	\$0.00	\$0.00	\$29.60
2	50	\$24.75	\$9.80	\$0.00	\$0.00	\$34.55
3	60	\$29.70	\$9.80	\$0.00	\$0.00	\$39.50
4	70	\$34.65	\$9.80	\$6.41	\$0.00	\$50.86
5	80	\$39.60	\$9.80	\$6.41	\$0.00	\$55.81

Notes:

Steps - 2000 hrs; Step 4 w/lic 75%, Step 5 w/lic 85%
 Step 4 w/lic \$52.59, Step 5 w/lic \$57.44

Apprentice to Journeyworker Ratio:1:3

PNEUMATIC CONTROLS (TEMP.)						
<i>PLUMBERS LOCAL 4</i>						
		09/01/2021	\$48.50	\$9.80	\$16.12	\$74.42
		03/01/2022	\$49.50	\$9.80	\$16.12	\$75.42
For apprentice rates see "Apprentice- PIPEFITTER" or "PLUMBER/PIPEFITTER"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
PNEUMATIC DRILL/TOOL OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
PNEUMATIC DRILL/TOOL OPERATOR (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
POWDERMAN & BLASTER <i>LABORERS - ZONE 2</i>	12/01/2021	\$36.41	\$9.10	\$16.64	\$0.00	\$62.15
	06/01/2022	\$37.31	\$9.10	\$16.64	\$0.00	\$63.05
	12/01/2022	\$38.16	\$9.10	\$16.64	\$0.00	\$63.90
	06/01/2023	\$39.06	\$9.10	\$16.64	\$0.00	\$64.80
	12/01/2023	\$39.96	\$9.10	\$16.64	\$0.00	\$65.70
For apprentice rates see "Apprentice- LABORER"						
POWDERMAN & BLASTER (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$36.41	\$9.10	\$16.64	\$0.00	\$62.15
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
POWER SHOVEL/DERRICK/TRENCHING MACHINE <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
PUMP OPERATOR (CONCRETE) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
PUMP OPERATOR (DEWATERING, OTHER) <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$33.69	\$14.00	\$16.05	\$0.00	\$63.74
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
READY-MIX CONCRETE DRIVER <i>TEAMSTERS 170 - Dauphinais (Bellingham)</i>	12/01/2021	\$25.75	\$9.76	\$4.00	\$0.00	\$39.51
	01/01/2022	\$25.75	\$9.76	\$4.00	\$0.00	\$39.51
	12/01/2022	\$26.40	\$10.26	\$4.75	\$0.00	\$41.41
	01/01/2023	\$26.40	\$10.26	\$4.75	\$0.00	\$41.41
	12/01/2023	\$27.00	\$10.76	\$5.45	\$0.00	\$43.21
	01/01/2024	\$27.00	\$10.76	\$5.45	\$0.00	\$43.21
	12/01/2024	\$27.60	\$11.26	\$6.15	\$0.00	\$45.01
	01/01/2025	\$27.60	\$11.26	\$6.15	\$0.00	\$45.01
RECLAIMERS <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
RIDE-ON MOTORIZED BUGGY OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
ROLLER/SPREADER/MULCHING MACHINE <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
ROOFER (Inc.Roofing Waterproofing &Roofing Dampproofing)	08/01/2021	\$47.03	\$12.28	\$18.15	\$0.00	\$77.46
ROOFERS LOCAL 33	02/01/2022	\$48.46	\$12.28	\$18.15	\$0.00	\$78.89

Apprentice - ROOFER - Local 33

Effective Date - 08/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$23.52	\$12.28	\$4.56	\$0.00	\$40.36
2	60	\$28.22	\$12.28	\$18.15	\$0.00	\$58.65
3	65	\$30.57	\$12.28	\$18.15	\$0.00	\$61.00
4	75	\$35.27	\$12.28	\$18.15	\$0.00	\$65.70
5	85	\$39.98	\$12.28	\$18.15	\$0.00	\$70.41

Effective Date - 02/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$24.23	\$12.28	\$4.56	\$0.00	\$41.07
2	60	\$29.08	\$12.28	\$18.15	\$0.00	\$59.51
3	65	\$31.50	\$12.28	\$18.15	\$0.00	\$61.93
4	75	\$36.35	\$12.28	\$18.15	\$0.00	\$66.78
5	85	\$41.19	\$12.28	\$18.15	\$0.00	\$71.62

Notes: ** 1:5, 2:6-10, the 1:10; Reroofing: 1:4, then 1:1
Step 1 is 2000 hrs.; Steps 2-5 are 1000 hrs.
(Hot Pitch Mechanics' receive \$1.00 hr. above ROOFER)

Apprentice to Journeyworker Ratio:**

ROOFER SLATE / TILE / PRECAST CONCRETE	08/01/2021	\$47.28	\$12.28	\$18.15	\$0.00	\$77.71
ROOFERS LOCAL 33	02/01/2022	\$48.71	\$12.28	\$18.15	\$0.00	\$79.14
For apprentice rates see "Apprentice- ROOFER"						
SHEETMETAL WORKER	07/01/2021	\$38.29	\$10.64	\$17.33	\$1.99	\$68.25
SHEETMETAL WORKERS LOCAL 63	01/01/2022	\$39.29	\$10.64	\$17.33	\$2.02	\$69.28

Classification
Effective Date
Base Wage
Health
Pension
**Supplemental
Unemployment**
Total Rate
Apprentice - SHEET METAL WORKER - Local 63
Effective Date - 07/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	45	\$17.23	\$4.79	\$4.67	\$0.80	\$27.49
2	50	\$19.15	\$5.32	\$5.19	\$0.89	\$30.55
3	55	\$21.06	\$5.85	\$9.33	\$1.09	\$37.33
4	60	\$22.97	\$6.38	\$9.33	\$1.16	\$39.84
5	65	\$24.89	\$6.92	\$9.33	\$1.23	\$42.37
6	70	\$26.80	\$7.45	\$9.33	\$1.31	\$44.89
7	75	\$28.72	\$7.98	\$9.33	\$1.38	\$47.41
8	80	\$30.63	\$8.51	\$16.29	\$1.66	\$57.09
9	85	\$32.55	\$9.04	\$16.29	\$1.74	\$59.62
10	90	\$34.46	\$9.58	\$16.29	\$1.81	\$62.14

Effective Date - 01/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	45	\$17.68	\$4.79	\$4.67	\$0.81	\$27.95
2	50	\$19.65	\$5.32	\$5.19	\$0.90	\$31.06
3	55	\$21.61	\$5.85	\$9.33	\$1.10	\$37.89
4	60	\$23.57	\$6.38	\$9.33	\$1.18	\$40.46
5	65	\$25.54	\$6.92	\$9.33	\$1.25	\$43.04
6	70	\$27.50	\$7.45	\$9.33	\$1.33	\$45.61
7	75	\$29.47	\$7.98	\$9.33	\$1.40	\$48.18
8	80	\$31.43	\$8.51	\$16.29	\$1.69	\$57.92
9	85	\$33.40	\$9.04	\$16.29	\$1.76	\$60.49
10	90	\$35.36	\$9.58	\$16.29	\$1.84	\$63.07

Notes:
Apprentice to Journeyworker Ratio:1:3

SPECIALIZED EARTH MOVING EQUIP < 35 TONS TEAMSTERS JOINT COUNCIL NO. 10 ZONE B	12/01/2021	\$36.24	\$13.41	\$16.01	\$0.00	\$65.66
SPECIALIZED EARTH MOVING EQUIP > 35 TONS TEAMSTERS JOINT COUNCIL NO. 10 ZONE B	12/01/2021	\$36.53	\$13.41	\$16.01	\$0.00	\$65.95
SPRINKLER FITTER SPRINKLER FITTERS LOCAL 669	04/01/2021	\$43.14	\$10.55	\$16.41	\$0.00	\$70.10

Classification

Effective Date

Base Wage

Health

Pension

**Supplemental
Unemployment**

Total Rate

Apprentice - SPRINKLER FITTER - Local 669

Effective Date - 04/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	45	\$19.41	\$7.75	\$0.00	\$0.00	\$27.16
2	50	\$21.57	\$7.75	\$0.00	\$0.00	\$29.32
3	55	\$23.73	\$10.55	\$8.15	\$0.00	\$42.43
4	60	\$25.88	\$10.55	\$8.15	\$0.00	\$44.58
5	65	\$28.04	\$10.55	\$8.40	\$0.00	\$46.99
6	70	\$30.20	\$10.55	\$8.40	\$0.00	\$49.15
7	75	\$32.36	\$10.55	\$8.40	\$0.00	\$51.31
8	80	\$34.51	\$10.55	\$8.40	\$0.00	\$53.46
9	85	\$36.67	\$10.55	\$8.40	\$0.00	\$55.62
10	90	\$38.83	\$10.55	\$8.40	\$0.00	\$57.78

Notes:

Apprentice to Journeyworker Ratio:1:1

STEAM BOILER OPERATOR

OPERATING ENGINEERS LOCAL 4

12/01/2021

\$50.83

\$14.00

\$16.05

\$0.00

\$80.88

For apprentice rates see "Apprentice- OPERATING ENGINEERS"

TAMPERS, SELF-PROPELLED OR TRACTOR DRAWN

OPERATING ENGINEERS LOCAL 4

12/01/2021

\$50.83

\$14.00

\$16.05

\$0.00

\$80.88

For apprentice rates see "Apprentice- OPERATING ENGINEERS"

TERRAZZO FINISHERS

BRICKLAYERS LOCAL 3 - MARBLE & TILE

08/01/2021

\$56.09

\$11.39

\$22.25

\$0.00

\$89.73

02/01/2022

\$56.68

\$11.39

\$22.25

\$0.00

\$90.32

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
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Apprentice - TERRAZZO FINISHER - Local 3 Marble & Tile

Effective Date - 08/01/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$28.05	\$11.39	\$22.25	\$0.00	\$61.69
2	60	\$33.65	\$11.39	\$22.25	\$0.00	\$67.29
3	70	\$39.26	\$11.39	\$22.25	\$0.00	\$72.90
4	80	\$44.87	\$11.39	\$22.25	\$0.00	\$78.51
5	90	\$50.48	\$11.39	\$22.25	\$0.00	\$84.12

Effective Date - 02/01/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$28.34	\$11.39	\$22.25	\$0.00	\$61.98
2	60	\$34.01	\$11.39	\$22.25	\$0.00	\$67.65
3	70	\$39.68	\$11.39	\$22.25	\$0.00	\$73.32
4	80	\$45.34	\$11.39	\$22.25	\$0.00	\$78.98
5	90	\$51.01	\$11.39	\$22.25	\$0.00	\$84.65

Notes:

Apprentice to Journeyworker Ratio:1:3

TEST BORING DRILLER <i>LABORERS - FOUNDATION AND MARINE</i>	12/01/2021	\$42.58	\$9.10	\$17.72	\$0.00	\$69.40
For apprentice rates see "Apprentice- LABORER"						
TEST BORING DRILLER HELPER <i>LABORERS - FOUNDATION AND MARINE</i>	12/01/2021	\$41.30	\$9.10	\$17.72	\$0.00	\$68.12
For apprentice rates see "Apprentice- LABORER"						
TEST BORING LABORER <i>LABORERS - FOUNDATION AND MARINE</i>	12/01/2021	\$41.18	\$9.10	\$17.72	\$0.00	\$68.00
For apprentice rates see "Apprentice- LABORER"						
TRACTORS/PORTABLE STEAM GENERATORS <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$50.83	\$14.00	\$16.05	\$0.00	\$80.88
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
TRAILERS FOR EARTH MOVING EQUIPMENT <i>TEAMSTERS JOINT COUNCIL NO. 10 ZONE B</i>	12/01/2021	\$36.82	\$13.41	\$16.01	\$0.00	\$66.24
TUNNEL WORK - COMPRESSED AIR <i>LABORERS (COMPRESSED AIR)</i>	12/01/2021	\$53.41	\$9.10	\$18.17	\$0.00	\$80.68
For apprentice rates see "Apprentice- LABORER"						
TUNNEL WORK - COMPRESSED AIR (HAZ. WASTE) <i>LABORERS (COMPRESSED AIR)</i>	12/01/2021	\$55.41	\$9.10	\$18.17	\$0.00	\$82.68
For apprentice rates see "Apprentice- LABORER"						
TUNNEL WORK - FREE AIR <i>LABORERS (FREE AIR TUNNEL)</i>	12/01/2021	\$45.48	\$9.10	\$18.17	\$0.00	\$72.75
For apprentice rates see "Apprentice- LABORER"						
TUNNEL WORK - FREE AIR (HAZ. WASTE) <i>LABORERS (FREE AIR TUNNEL)</i>	12/01/2021	\$47.48	\$9.10	\$18.17	\$0.00	\$74.75
For apprentice rates see "Apprentice- LABORER"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
VAC-HAUL <i>TEAMSTERS JOINT COUNCIL NO. 10 ZONE B</i>	12/01/2021	\$36.24	\$13.41	\$16.01	\$0.00	\$65.66
VOICE-DATA-VIDEO TECHNICIAN <i>ELECTRICIANS LOCAL 96</i>	09/05/2021	\$32.86	\$11.57	\$15.72	\$0.00	\$60.15
	09/04/2022	\$34.19	\$12.20	\$15.91	\$0.00	\$62.30

Apprentice - VOICE-DATA-VIDEO TECHNICIAN - Local 96

Effective Date - 09/05/2021

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$16.43	\$11.57	\$4.10	\$0.00	\$32.10
2	55	\$18.07	\$11.57	\$4.15	\$0.00	\$33.79
3	60	\$19.72	\$11.57	\$15.32	\$0.00	\$46.61
4	65	\$21.36	\$11.57	\$15.37	\$0.00	\$48.30
5	70	\$23.00	\$11.57	\$15.42	\$0.00	\$49.99
6	75	\$24.65	\$11.57	\$15.47	\$0.00	\$51.69
7	80	\$26.29	\$11.57	\$15.52	\$0.00	\$53.38
8	85	\$27.93	\$11.57	\$15.57	\$0.00	\$55.07

Effective Date - 09/04/2022

Step	percent	Apprentice Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
1	50	\$17.10	\$12.20	\$4.27	\$0.00	\$33.57
2	55	\$18.80	\$12.20	\$4.32	\$0.00	\$35.32
3	60	\$20.51	\$12.20	\$15.50	\$0.00	\$48.21
4	65	\$22.22	\$12.20	\$15.55	\$0.00	\$49.97
5	70	\$23.93	\$12.20	\$15.60	\$0.00	\$51.73
6	75	\$25.64	\$12.20	\$15.65	\$0.00	\$53.49
7	80	\$27.35	\$12.20	\$15.70	\$0.00	\$55.25
8	85	\$29.06	\$12.20	\$15.75	\$0.00	\$57.01

Notes:

Apprentice to Journeyworker Ratio:1:1

WAGON DRILL OPERATOR <i>LABORERS - ZONE 2</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
	06/01/2022	\$36.56	\$9.10	\$16.64	\$0.00	\$62.30
	12/01/2022	\$37.41	\$9.10	\$16.64	\$0.00	\$63.15
	06/01/2023	\$38.31	\$9.10	\$16.64	\$0.00	\$64.05
	12/01/2023	\$39.21	\$9.10	\$16.64	\$0.00	\$64.95
For apprentice rates see "Apprentice- LABORER"						
WAGON DRILL OPERATOR (HEAVY & HIGHWAY) <i>LABORERS - ZONE 2 (HEAVY & HIGHWAY)</i>	12/01/2021	\$35.66	\$9.10	\$16.64	\$0.00	\$61.40
For apprentice rates see "Apprentice- LABORER (Heavy and Highway)"						
WASTE WATER PUMP OPERATOR <i>OPERATING ENGINEERS LOCAL 4</i>	12/01/2021	\$51.38	\$14.00	\$16.05	\$0.00	\$81.43
For apprentice rates see "Apprentice- OPERATING ENGINEERS"						
WATER METER INSTALLER <i>PLUMBERS LOCAL 4</i>	09/01/2021	\$48.50	\$9.80	\$16.12	\$0.00	\$74.42
	03/01/2022	\$49.50	\$9.80	\$16.12	\$0.00	\$75.42
For apprentice rates see "Apprentice- PLUMBER/PIPEFITTER" or "PLUMBER/GASFITTER"						

Classification	Effective Date	Base Wage	Health	Pension	Supplemental Unemployment	Total Rate
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Additional Apprentice Information:

Minimum wage rates for apprentices employed on public works projects are listed above as a percentage of the pre-determined hourly wage rate established by the Commissioner under the provisions of the M.G.L. c. 149, ss. 26-27D. Apprentice ratios are established by the Division of Apprenticeship Training pursuant to M.G.L. c. 23, ss. 11E-11L.

All apprentices must be registered with the Division of Apprenticeship Training in accordance with M.G.L. c. 23, ss. 11E-11L.

All steps are six months (1000 hours.)

Ratios are expressed in allowable number of apprentices to journeymen or fraction thereof, unless otherwise specified.

- ** Multiple ratios are listed in the comment field.
- *** APP to JM; 1:1, 2:2, 2:3, 3:4, 4:4, 4:5, 4:6, 5:7, 6:7, 6:8, 6:9, 7:10, 8:10, 8:11, 8:12, 9:13, 10:13, 10:14, etc.
- **** APP to JM; 1:1, 1:2, 2:3, 2:4, 3:5, 4:6, 4:7, 5:8, 6:9, 6:10, 7:11, 8:12, 8:13, 9:14, 10:15, 10:16, etc.

IMPORTANT NOTICE TO BIDDERS

**** RESPONSIBLE EMPLOYER ORDINANCE**

and

MINORITY/WOMEN BUSINESS ENTERPRISE AND WORKER UTILIZATION

BIDDERS MUST COMPLETE FORMS EOO-101 AND REO-101,
WHICH ARE PART OF THE BID SUBMISSION

GENERAL BIDDERS, PROPOSERS, TRADE CONTRACTORS, FILED SUBCONTRACTORS, AND NON-FILED SUBCONTRACTORS, AT EVERY TIER, MUST PROVIDE EVIDENCE OF COMPLIANCE WITH THE CITY OF WORCESTER'S RESPONSIBLE EMPLOYER ORDINANCE ("REO") (See, Supplementary General Conditions, Section 4.7).

PLEASE SEE THE FOLLOWING PAGES FOR FURTHER REO REQUIREMENTS.

ALSO INCLUDED IN THIS SECTION IS A COPY OF THE AGREEMENT BETWEEN THE CITY AND THE MASSACHUSETTS COMMISSION AGAINST DISCRIMINATION THAT GOVERN THE ACTIVITIES ADDRESSED BY THE M/WBE BUSINESS ENTERPRISE AND WORKER UTILIZATION PROGRAM AND ITS ASSOCIATED FORMS CONTAINED HEREIN.

Direct any questions about these forms and procedures to:

certifiedpayrollrecords@worcesterma.gov or
purchasing@worcesterma.gov

City Hall – Room 201
455 Main Street
Worcester, MA 01608
(508) 799-1220

** This requirement applies to general bids over \$150,000 and all subcontractors at every tier exclusive of any pricing threshold.

**CITY OF WORCESTER
INITIAL STATEMENT AND CERTIFICATION OF COMPLIANCE
WITH THE RESPONSIBLE EMPLOYER ORDINANCE**

FORM REO 101 PAGE 1 OF 2

PROJECT:

CONTRACTOR:

ALL GENERAL BIDDERS, PROPOSERS, TRADE CONTRACTORS, SUBCONTRACTORS, INCLUDING SUBCONTRACTORS THAT ARE NOT SUBJECT TO G.L. c. 149, § 44F, UNDER THE GENERAL BIDDER FOR PROJECTS SUBJECT TO G.L. c. 149, § 44A(2) OR UNDER PROPOSERS FOR PROJECTS SUBJECT TO G.L. c. 149A, SHALL AS A CONDITION TO SUBMITTING A BID OR A PROPOSAL, OR OTHERWISE AS A CONDITION TO SUBCONTRACTING, VERIFY COMPLIANCE WITH THE FOLLOWING OBLIGATIONS AND SHALL CERTIFY SUCH COMPLIANCE ON A WEEKLY BASIS FOR THE DURATION OF THE PROJECT:

- 1) That the appropriate lawful Prevailing Wage Rates shall be paid to all employees and the Weekly Payroll Report Form and Statement of Compliance shall be submitted to the Contract Compliance Office on a weekly basis for the entire duration of the project;
- 2) That the contractor maintains or participates in a bona fide apprentice training program as defined by G.L. c.23, §§11H and 11I for each apprenticeable trade or occupation represented in its workforce that is approved by the Division of Apprentice Training (DAT) of the Dept. of Labor and Workforce Development of the Commonwealth, regardless of whether or not the program qualifies as an employee welfare benefit plan under ERISA, and must register all apprentices with the Division and abide by the apprentice to journeyman ratio for each trade prescribed therein;
(COMPLIANCE WITH THE APPRENTICE TRAINING PROVISION IS CURRENTLY SUSPENDED-7/24/14)
- 3) That appropriate industrial accident insurance coverage shall be furnished and maintained, for the duration of the project, for all its employees employed on the project in accordance with M.G.L. c. 152;
- 4) That the contractor/company will properly classify employees on the project as employees rather than independent contractors and treat them accordingly for purposes of workers' compensation insurance coverage, unemployment taxes, social security taxes and income tax withholding. (G.L. c.149, §148B on employee classification);
- 5) That at the time employees begin work at the worksite, each employee will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration;
- 6) That the contractor/company is in compliance with the health and hospitalization requirements of the Massachusetts Health Care Reform law established by Chapter 58 of the Acts of 2006, as amended, and regulations promulgated pursuant to that statute by the Commonwealth Health Insurance Connector Authority;
- 7) That the contractor/company, for the duration of the contractor's/company's work on the project, shall make arrangements to ensure that each of its employees entering or leaving the project

**CITY OF WORCESTER
INITIAL STATEMENT AND CERTIFICATION OF COMPLIANCE
WITH THE RESPONSIBLE EMPLOYER ORDINANCE**

FORM REO 101 PAGE 2 OF 2

PROJECT:

CONTRACTOR:

individually completes the appropriate entries in a daily sign-in/sign-out log to be maintained by the contractor/company;

- 8) That the contractor/company is not debarred or otherwise prevented from bidding for or performing work on a public project in the Commonwealth of Massachusetts or in the city of Worcester

THE UNDERSIGNED ACKNOWLEDGES HE/SHE HAS READ THE ABOVE OBLIGATIONS AND CERTIFIES THE CONTRACTOR'S COMPLIANCE WITH THEM.

Signed as a True Statement under Oath:

(Bidder/Company)

By: _____
(Name/Signature)

Date: _____

By: _____
(Print Name and Corporate Title)

(Seal)

**CITY OF WORCESTER
RESPONSIBLE EMPLOYER ORDINANCE REQUIREMENTS (CONT'D)**

**FORM REO 103
PAGE 1 OF 1**

PROJECT:

CONTRACTOR:

POST CONTRACT AWARD SUBMISSIONS

THE SUCCESSFUL GENERAL CONTRACTOR, CONSTRUCTION MANAGER AT RISK, TRADE CONTRACTORS AND SUBCONTRACTORS, INCLUDING SUBCONTRACTORS THAT ARE NOT SUBJECT TO G.L. c. 149, §44F, UNDER THE GENERAL CONTRACTOR FOR PROJECTS SUBJECT TO G.L. c. 149, §44A(2) OR UNDER THE CONSTRUCTION MANAGER AT RISK FOR PROJECTS SUBJECT TO G.L. c. 149A, SHALL SUBMIT THE FOLLOWING INFORMATION AS OUTLINED BELOW FOR THE DURATION OF THE PROJECT:

1, PRIOR TO EACH EMPLOYEE BEGINNING WORK AT THE WORKSITE, SUBMIT DOCUMENTATION EVIDENCING THE EMPLOYEE'S SUCCESSFUL COMPLETION OF A COURSE IN CONSTRUCTION SAFETY AND HEALTH THAT IS APPROVED BY THE UNITED STATES OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION. A QUALIFYING PROGRAM MUST BE A MINIMUM OF TEN HOURS IN DURATION.

2. ON A DAILY BASIS, SUBMIT DAILY SIGN-IN/SIGN-OUT LOGS THAT HAVE BEEN FILLED OUT BY EACH INDIVIDUAL EMPLOYEE ENTERING OR LEAVING THE WORKSITE. THE LOG SHALL INCLUDE THE FOLLOWING: THE LOCATION OF THE PROJECT; CURRENT DATE; PRINTED EMPLOYEE NAME; SIGNED EMPLOYEE NAME; AND THE TIME OF EACH ENTRY OR EXIT. THE LOG SHALL ALSO INCLUDE A PROMINENT NOTICE THAT EMPLOYEES ARE ENTITLED UNDER STATE LAW TO RECEIVE THE PREVAILING WAGE RATE FOR THEIR WORK ON THE PROJECT.

MINORITY/WOMEN BUSINESS ENTERPRISE AND WORKER UTILIZATION

FORM EOO-D/102

BIDDERS INFORMATION ON PROCEDURES AND FORMS

To make all contractors aware of their obligation to follow certain procedures and file appropriate reports pertaining to those procedures, the following is an outline of the Minority/Women Business Enterprise and Worker Utilization Program, and the Responsible Employer Ordinance. Also included here is the Affidavit of Acknowledgement and Certification of Compliance, Form E00-101. This form is to be completed and filed as part of your bid.

The following documents are included in this bid:

1. **AFFIDAVIT OF ACKNOWLEDGEMENT AND CERTIFICATION OF COMPLIANCE, E00-101**

General Contractors, Trade Contractors, Filed Subcontractors and Non-Filed Subcontractors complete and submit this form as part of their bid on all City of Worcester construction projects.

Each additional subcontractor shall complete this form and submit it to the general contractor who shall forward it to the Contract Compliance Office, **PRIOR** to the subcontractor's beginning work on the project.

2. **SUPPLEMENTAL EQUAL EMPLOYMENT OPPORTUNITY ANTI-DISCRIMINATION AND AFFIRMATIVE ACTION PROGRAM E00-D/3**

The agreement between the City of Worcester and the Massachusetts Commission Against Discrimination establishing the goals and procedures for the utilization of minority and women owned businesses and minority and women workers on City Construction projects.

3. **RESPONSIBLE EMPLOYER ORDINANCE**

This Ordinance sets certain minimal requirements for all General Contractors, Trade Contractors, Filed Subcontractors and Non-Filed Subcontractors bidding on City of Worcester construction projects.

4. **SUCCESSFUL BIDDER'S OBLIGATION TO PROCEDURES AND FORMS, EOO-D/103**

This is a listing of the procedures and forms that will be provided to the successful bidder for use prior to beginning work and at various times throughout the life of the project.

CITY OF WORCESTER
MINORITY/WOMEN BUSINESS ENTERPRISE AND WORKER UTILIZATION PROGRAM

AFFIDAVIT OF ACKNOWLEDGEMENT and CERTIFICATE OF COMPLIANCE

FORM EOO-101

TO ALL CONTRACTORS:

The Bidder or Proposer and all Trade Contractors and Subcontractors under the Bidder or Proposer must complete and submit this form as part of their bid.

I. THE MINORITY AND WOMEN BUSINESS AND UTILIZATION PROGRAMS

Pursuant to an agreement between the City of Worcester and the Commonwealth of Massachusetts, during the performance of any contract with the City of Worcester, all General Contractors, Trade Contractors, Filed Subcontractors, and Subcontractors are bound by the obligations of the Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program. All contractors and subcontractors if subcontracting any portion of the work are obligated to make a good faith effort to engage 10% minority and 5% women owned businesses. Further, each contractor shall make a good faith effort to maintain a workforce that is 38% people of color and 10% women.

The undersigned hereby certifies that he/she is familiar with the provisions of The Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Programs and agrees to adhere to the provisions therein.

II. This contractor IS ☐ or IS NOT ☐ certified by the State Office of Minority and Women Business Assistance to be a minority or women owned and operated business; and

III. WILL ☐ or WILL NOT ☐ subcontract any portion of this contract.

Project Name: _____ Bid Number _____

Authorized Signature: _____ Business Name _____

Printed Name: _____ Title: _____

Address: _____ Date: _____

THE CITY OF WORCESTER

SUPPLEMENTAL EQUAL EMPLOYMENT OPPORTUNITY ANTI-DISCRIMINATION AND AFFIRMATIVE ACTION PROGRAM

I. AGREEMENT

During the performance of this contract, the Contractor or Filed Subcontractor and all subcontractors (herein collectively referred to as the Contractor), for himself/herself, his/her assignees, and successors in interest, agree as follows:

1. In conjunction with the performance of work under this contract, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religious creed, national origin, age, sex, or handicap. The aforesaid provision shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment advertising; layoff; termination, rates of pay or other forms of compensation; conditions or privileges of employment; and selection for apprenticeship. The contractor shall post hereafter in a conspicuous place, available to employees and applicants for employment, notices to be provided by the Commission setting forth the provisions of the Fair Employment Practices Law of the Commonwealth (M.G.L. Chapter 151 B).
2. In connection with the performance of work under this contract, the Contractor shall undertake in good faith affirmative action measures designed to eliminate any discriminatory barriers in the terms and conditions of employment on the grounds of race, color, religious creed, national origin, age, sex, or handicap, and to eliminate and remedy any effects of such discrimination in the past. Such affirmative action shall entail positive and aggressive measures to ensure equal opportunity in the areas of apprenticeship training programs. This affirmative action shall include all action required to guarantee equal employment opportunity for all persons, regardless of race, color, religious creed, national origin, age, sex, or handicap. The purpose of this provision is to ensure to the fullest extent possible an adequate supply of skilled tradesmen for this and future City public construction projects.

II. OBLIGATION

1. As part of the obligation of remedial action under the foregoing section, the Contractor shall maintain goals on this project no less than 38 percent (38%) people of color employee and 10 percent (10%) women employee hours of the total work hours in each job category including but not limited to, bricklayers, carpenters, cement masons, electricians, iron workers, operating engineers, and those "classes of work" enumerated in section 44C of chapter 149 of the Massachusetts General Laws.
2. In the hiring of minority and women journeymen, apprentices, trainees and advanced trainees, the Contractor shall rely on referrals from a multi-employer affirmative action program approved by the City, traditional referral methods utilized by the construction industry, and referrals from agencies, not more than three in number at any one time, designated by the City.

III. REPORTS

1. Contractor shall prepare projected manning tables on a quarterly basis, **Quarterly Projected Workforce Table, E00-105**. These shall be broken down into projections by week, for workers required in each trade. Copies shall be furnished to the City one week in advance of the commencement of the period covered, and at such time as there is a need to be updated during the period.
2. Records of employment referral orders, prepared by the Contractor, shall be made available to the City on request.
3. The Contractor shall prepare the **Certified Payroll Report on a weekly basis**, which lists the hours worked in each trade by each employee identified as minority, non-minority, male and female. Copies of these shall be provided to the City at the end of each week.

IV. SUBCONTRACTING WORK

If the Contractor shall use any Subcontractor on any work performed under this contract, affirmative action shall be taken to negotiate with qualified minority and women contractors. This affirmative action shall cover both pre-bid and post-bid periods.

V. EMPLOYMENT

In the employment of journeymen, apprentices, trainees, and advanced trainees, the Contractor shall give preference, first to citizens of the Commonwealth who have served in the armed forces of the United States in time of war and have been honorably discharged there from or released from active duty therein, and who are qualified to perform the work to which the employment relates, and, secondly, to citizens of the Commonwealth generally, and, if such cannot be obtained in sufficient numbers, then to citizens of the United States.

VI. RIGHT OF ACCESS

A designee of the City shall have the right of access to the construction site.

VII. COMPLIANCE WITH REQUIREMENTS

The contractor shall comply with the provisions of Executive Order No. 227 amending and revising Executive Order No. 74, as amended by executive Order No. 16 dated May 1, 1975 and of Chapter 151B as amended, of the Massachusetts General Laws, both of which are herein incorporated by reference and made part of this contract.

VIII. NON-DISCRIMINATION

The Contractor, in the performance of all work after the award, and prior to completion of the contract work, will not discriminate on the grounds of race, color, religious creed, national origin, age, sex, or handicap in employment practices, in the selection or retention of other contractors or in the procurement of materials and rentals of equipment.

IX. SOLICITATIONS FOR SUBCONTRACTORS, AND FOR THE PROCUREMENT OF MATERIALS AND EQUIPMENT

In all solicitations either by competitive bidding or negotiation made by the Contractor either for work to be performed under a subcontract or for the procurement of materials or supplies, each entity solicited shall be notified in writing by the contractor of the Contractor's obligation under this contract relative to non-discrimination and affirmative action.

X. CONTRACTOR'S CERTIFICATION

Contractors bidding as General Contractors or Filed Sub-contractors shall certify that they will comply with the minority and women manpower and business enterprise goals and specific affirmative action steps contained in this Supplemental Equal Employment Opportunity Anti-Discrimination and Affirmative Action Program by signing and submitting with the bid the **Affidavit of Acknowledgement and Certification of Compliance, Form E00-101.**

If any Contractor subcontracts any portion of the work, the Contractor is required to obtain from each Subcontractor, regardless of tier, an Affidavit of Acknowledgement and Certification of Compliance, Form E00-101 stating that it will comply with the minority and women subcontracting and manpower ratios and specific affirmative action steps contained in this Supplemental Equal

Employment Opportunity Anti-Discrimination and Affirmative Action Program by signing this form and submitting it to the Contractor for submission to the awarding authority not later than five working days following the opening of the bids.

XI. COMPLIANCE – INFORMATION, REPORTS, AND SANCTIONS

1. The Contractor will provide all information and reports required by the City on instructions issued and will permit access to its facilities and any books, records, accounts and other sources of information which may be determined by the City to affect the employment of personnel. This provision shall apply only to information pertinent to the City's supplementary affirmative action contract requirements. Where information required is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to the City and shall set forth what efforts have been made to obtain the information.
2. Whenever the City believes the Contractor may not be operating in compliance with the terms of this Section, the City directly, or through its designated agent, shall conduct an appropriate investigation, and confer with the parties, to determine if such Contractor is operating in compliance with the terms of this Section. If the City or its agent finds the Contractor not in compliance, it shall make a preliminary report of non-compliance and notify such Contractor in writing of such steps as will in the judgment of the City or its agent bring such Contractor into compliance. In the event that such Contractor fails or refuses to fully perform such steps, the City shall make a final report of non-compliance, and recommend the imposition of one or more of the sanctions listed below. If, however, the City believes the Contractor has taken or is taking every possible measure to achieve compliance, it shall not make final a report on non-compliance. Within fourteen (14) days of the receipt of recommendations of the City, the administering agency shall move to impose one or more of the following sanctions, as it may deem appropriate to attain full and effective enforcement.

- a. The recovery by the administering agency from the Contractor of 1/10 of 1% of the contract award price or \$1000.00, whichever sum is greater, in the nature of liquidated damages or, if a Subcontractor is in non-compliance, the recovery by the administering agency from the Contractor as a back charge against the Subcontractor of 1/10 of 1% of the subcontract price, or \$400.00, whichever sum is greater, in the nature of liquidated damages, for each week that such party fails or refuses to comply;
 - b. The suspension of any payment or part thereof due under the contract until such time as the Contractor or any Subcontractor is able to demonstrate compliance with the terms of the contract;
 - c. The termination, or cancellation, of the contract, in whole or in part, unless the Contractor is able to demonstrate within a specified time his compliance with the terms of the contract;
 - d. The denial to the Contractor of the right to participate in any further contracts awarded by the administering agency for a period of up to three years.
3. If at any time after the imposition of one or more of the above sanctions a Contractor is able to demonstrate that he/she is in compliance with this section, he/she may request the administering agency in consultation with the City, to suspend the sanctions conditionally, pending a final determination by the City as to whether the contractor is in compliance. Upon final determination, based on the recommendations of the adjudicatory body, the City shall either lift the sanctions or reimpose them.
 4. Sanctions enumerated under Section XII-2 shall not be imposed except after an adjudicatory proceeding, as that term is used in M.G.L. Chapter 30, has been conducted. No investigation by the City or its agent shall be initiated without prior notice to the Contractor.

XII. SEVERABILITY

The provisions of this Section are severable, and if any of these provisions shall be held unconstitutional by any court of competent jurisdiction, the decisions of such court shall not affect or impair any of the remaining provisions.

XIII. WAIVER

The City of Worcester reserves the right to waive any stipulation in the M/WBE Program when deemed necessary or appropriate for the general good of the City and its programs.

DEFINITIONS

Contractor - Except where otherwise specifically stated the term "Contractor" shall mean any General Contractor.

City - is the City of Worcester, Massachusetts

M/WBE - is Minority and Women Business Enterprise as certified by the State Office of Minority and Women Business Assistance to be 51% or more minority or women owned and operated.

RESPONSIBLE EMPLOYER ORDINANCE

and

MINORITY/WOMEN BUSINESS ENTERPRISE AND WORKER UTILIZATION

=====

FORM E00-D/103

SUCCESSFUL BIDDER'S OBLIGATION TO PROCEDURES AND FORMS

All successful bidders on City of Worcester construction projects will receive a package of procedures and forms that are to be used at specific times throughout the life of the project.

The following is a list of the documents that will be sent to successful bidders when this office is notified that a contract has been, or is about to be, executed.

I. BUILDING TRADES – CONTACT LIST, E00-D/6

When a contractor cannot fulfill the worker utilization percentages, the appropriate building trades locals may be contacted to request assistance in locating and engaging qualified workers.

II. AFFIDAVIT OF ACKNOWLEDGEMENT and CERTIFICATION OF COMPLIANCE, (FOR SUBCONTRACTORS), E00-101

If any portion of a project is to be subcontracted at any tier, each additional subcontractor shall complete this form and send it to the Contract Compliance Office within two business days of contract execution and PRIOR to beginning work on the project.

III. TABLE OF PROJECTED SUBCONTRACTORS, E00-103

The use of subcontractors at any tier shall be reported to the Contract Compliance Office on this form prior to the subcontractor beginning work on the project.

IV. SUBCONTRACTOR'S CERTIFICATE OF INTENT TO PARTICIPATE, E00-104

Each Non-Filed subcontractor engaged to work a project shall complete and forward this form to the Contract Compliance Office prior to beginning work on the project.

V. QUARTERLY PROJECTED WORKFORCE TABLE, E00-105

Each General Contractor, Filed Subcontractor and Non-Filed Subcontractor, regardless of tier, shall complete and forward this form to the Contract Compliance Office prior to beginning work and again for each additional three month period throughout the life of the project.

VI. REQUEST FOR MODIFICATION

E00-106B, MINORITY AND WOMEN BUSINESS UTILIZATION

E00-106C, MINORITY AND WOMEN UTILIZATION IN THE WORK FORCE

Any General Contractor, Filed Subcontractor or Non-Filed Subcontractor, regardless of tier, not meeting the minority and women goals, may file a request for modification after having exhausted all possible sources.

Requests for modification are considered ONLY after attempts to fulfill these mandates have been documented and submitted to the Contract Compliance Office with the appropriate sections of this form.

A modification or waiver will not be granted because a contractor wishes to use an existing workforce that does not achieve the goals of 38% of total work hours to be worked by people of color and 10% of total work hours to be worked by women; and,

If subcontracting, does not meet the goals of 10% of the contract value for Minority Business Enterprises and 5% of the contract value to Women Business Enterprises.

VII. INITIAL STATEMENT and CERTIFICATION OF COMPLIANCE WITH THE RESPONSIBLE EMPLOYER ORDINANCE, REO-101 (Pages 1 & 2)

General Contractors, Trade Contractors, Filed Subcontractors and Subcontractors complete and submit this form as part of their bid on all City of Worcester construction projects subject to the provisions of G.L. Chapter 149 and Chapter 149A.

The REO requirements are applicable under Chapter 149 to contracts of \$100,000 or more. Under Chapter 149A the requirements are applicable only to contracts \$5M and above.

Note: Under the September 2012 revision of the REO, there is no minimum threshold for subcontractors. Hence all subcontractors, i.e., Trade Contractors, Filed Subcontractors and Non-Filed Subcontractors at every tier must comply with the requirements of the REO

The General Contractor shall forward all Trade Contractor's, Filed Subcontractor's and Subcontractor's REO-101 Forms and REO evidence to the Contract Compliance Office for approval, PRIOR to said subcontractors beginning work.

VIII. WEEKLY STATEMENT AND CERTIFICATION OF COMPLIANCE WITH THE RESPONSIBLE EMPLOYER ORDINANCE, REO-102

At the end of each week of work, ALL Contractors, Trade Contractors, Filed Subcontractors, and Non-Filed Subcontractors regardless of tier, subject to the provisions of G.L. Chapter 149 and Chapter 149A, shall complete and submit this form along with their certified payroll reports to the Contract Compliance Office.

IX. INITIAL STATEMENT AND ADDITIONAL CERTIFICATION OF COMPLIANCE WITH THE RESPONSIBLE EMPLOYER ORDINANCE, REO-103

General Contractors, Trade Contractors, Filed Subcontractors and Subcontractors complete and submit this form as part of their bid on all City of Worcester construction projects subject to the provisions of G.L. Chapter 149 and Chapter 149A.

If any portion of a project is to be subcontracted at any tier, each additional subcontractor shall complete this form and send it to the General Contractor who, in turn will transmit this form to the Contract Compliance Office within two business days of contract execution and PRIOR to the subcontractor beginning work on the project.

X. WEEKLY CERTIFIED PAYROLL REPORT and WEEKLY WORKFORCE UTILIZATION REPORT.

At the end of each week of work, all Contractors, Filed Subcontractors, and Non-Filed Subcontractors, regardless of tier, shall complete and submit these forms to the Contract Compliance Office.

The Contract Compliance Office will also accept computer generated payroll reports. However, if the computer payroll does not reflect the prevailing wage, the Contractor must provide a breakdown of the benefits paid to each employee which when added to the base wage equals the prevailing wage.

CORI COMPLIANCE / GENDER IDENTITY & EXPRESSION

Vendors entering into contracts with the City of Worcester must affirm that their policies regarding CORI information are consistent with the CORI hiring standards set by the City of Worcester. The City's CORI hiring policy may be downloaded from City of Worcester website www.worcesterma.gov. Questions pertaining to the City's CORI hiring policy are to be directed to the Equal Employment Opportunity Officer, Executive Office of Human Resources at hr@worcesterma.gov

CERTIFICATION

All Vendors must check one of the three lines below.

1. _____ CORI checks are not performed on any Applicants.
2. _____ CORI checks are performed on some or all Applicants. The Vendor, by affixing a signature below, affirms under penalties of perjury that its CORI policy is consistent with the standards set forth with the CORI hiring standards set by the City of Worcester.
3. _____ CORI checks are performed on some or all Applicants. The Vendor's CORI policy is not consistent with the standards set forth with the CORI hiring standards set by the City of Worcester. (a copy of the Vendor's written CORI policy must accompany this form).

(Typed or printed name of person
signing quotation, bid or proposal)

Signature

Name of Business

A Vendor with a CORI policy that does NOT conform to the City standards must check Line 3. Vendors who check Line 3 will not be permitted to enter into contracts with the City, absent a waiver granted by the City. For any waiver to be granted, a written request should accompany bid submission explaining in detail why the vendor fails or refuses to comply with the City's CORI hiring standards.

Gender Identity Standards Applicable to Vendors

The city will do business only with vendors that have adopted and employ Gender Identity policies, practices and standards that are consistent with city standards.

The city may review all vendors' Gender Identity policies and practices for consistency with city standards.

By signing this bid, vendor confirms that their Gender Identity policies, practices and standards are consistent with those of the City of Worcester. For further information please refer to the Ordinance Relative to Gender Identity and Expression found at www.worcesterma.gov or call the LGBTQ Liaison/Director of Human Rights & Disabilities at 508-799-8486.

VENDOR/SERVICE PROVIDER CERTIFICATION

TO BE AWARDED A VENDOR/SERVICE CONTRACT, ALL PARTS OF THIS FORM THAT APPLY TO YOUR BID MUST BE COMPLETED AND SUBMITTED WITH YOUR BID.

Bidder is a Minority Business Enterprise (MBE) - see reverse for definition Yes_____ No_____

Bidder is a Woman Business Enterprise (WBE) - see reverse for definition Yes_____ No_____

IF SUBCONTRACTING any portion of the service covered by this bid, the successful bidder shall demonstrate a good faith effort to seek and use TEN PERCENT (10%) Minority and FIVE PERCENT (5%) Women-owned Businesses.

A. YOUR INTENT TO SUBCONTRACT. CHECK (✓) THE APPROPRIATE BOX:

- ☐ No work will be subcontracted. Complete Section "C" only.
☐ Some work will be subcontracted. Complete Section "B" and "C"

B. LIST SUBCONTRACTORS Engaged to do any portion of this Bid.

Check (✓) the appropriate box and give complete information.

☐ MBE ☐ WBE ☐ OTHER _____

Firm Name: _____

Street Address: _____

City/State/Zip _____

Work subcontracted: _____ Dollar Value \$ _____

Check (✓) the appropriate box and give complete information.

☐ MBE ☐ WBE ☐ OTHER _____

Firm Name: _____

Street Address: _____

City/State/Zip _____

Work subcontracted: _____ Dollar Value \$ _____

C. ITEM/SERVICE BID ON: _____ BID NO.: _____

Firm Name: _____

Street Address: _____

City/State/Zip _____

For purposes of the City’s classification and reporting program, the following definitions apply:

Minority Business Enterprise (MBE) – a for profit enterprise, regardless of size, physically located in the United States or its trust territories, which is owned, operated and controlled by minority group members. “Minority group members” are U.S. citizens who are African-American, Latin American, Native American, Asian-Pacific American and Asian-Indian American. “Ownership” by minority individuals means the business is at least 51% owned by such individuals or, in the case of a publicly owned business, at least 51% of the stock is owned by one or more such individuals. Further, those minority group members control the management and daily business operations.

Women Business Enterprise (WBE) – a for profit enterprise, regardless of size, physically located in the United States or its trust territories, which is owned, operated and controlled by women group members. “Ownership” by women means the business is at least 51% owned by women or, in the case of a publicly owned business, at least 51% of the stock is owned by one or more women. Further, those women group members control the management and daily business operations.

STATE LAW MANDATES THAT TO DO BUSINESS WITH THE CITY OF WORCESTER the Massachusetts Revenue Enforcement and Protection Program of 1983 requires that the following be supplied with your bid:

DATE: _____

Pursuant to Mass. G.L. Ch. 62C, Section 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all Massachusetts State Tax Returns and paid all Massachusetts State and City Taxes required under law.

COMPANY NAME: _____

STREET ADDRESS: _____

CITY OR TOWN: _____

STATE: _____

ZIP CODE: _____

TELEPHONE NO.: _____

FAX NO. _____

SOCIAL SECURITY OR FEDERAL IDENTIFICATION NO.: _____

AUTHORIZED SIGNATURE: _____

FAILURE TO COMPLETE THIS FORM MAY RESULT IN REJECTION OF BID AND/OR REMOVAL FROM CITY BID LIST.

RIGHT TO KNOW

Any vendor who receives an order or orders resulting from this invitation agrees to submit a Material Safety Data Sheet (MSDS) for each toxic or hazardous substance or mixture containing such substance, pursuant to M.G.L. C111f 228, 9 and 10 and the regulations contained in 441 CMR SS21.06 when deliveries are made. The vendor agrees to deliver all containers properly labeled pursuant to M.G.L. C111F S7 and the regulation contained in 441 CMR S21-05. Failure to submit a MSDS and/or labels on each container will place the vendor in noncompliance with the purchase order and/or contract. Failure to furnish MSDS's and/or labels on each container may result in Civil or Criminal penalties, including bid debarment and action to prevent the vendor from selling said substances, or mixtures containing said substances within the Commonwealth. All vendors furnishing substances or mixtures subject to Chapter 1.1F or M.G.L. are cautioned to obtain and read the law and rules and Regulations referenced above. Copies can be obtained from the State House Book Store, Secretary of State, State House, Room 117, Boston, MA (617) 727-2834 for \$2.00 plus \$.65 postage. In addition, copy of "Right to Know" law is available in Purchasing Department for review.

WAGE THEFT PREVENTION CERTIFICATION

By the Revised Ordinances, Chapter 2, Section 39, the city of Worcester has established requirements for certain contracts in an effort to prevent wage theft. Prospective contractors must provide the following certification and disclosures with their bids/proposals. The City will not award a contract without receipt of this completed certification.

INSTRUCTIONS: A prospective contractor shall **(a)** check Box 1 *OR* Box 2, as applicable, **(b)** check Boxes 3-5, **(c)** sign this form certifying compliance with the Wage Theft Prevention Ordinance, and **(d)** submit the completed form with its bid/proposal. For multi-year contracts, the successful bidder/proposer shall submit the completed form annually to the Purchasing Director.

Pursuant to the Wage Theft Prevention Ordinance, successful bidders/proposals shall post in conspicuous places the Mass. Wage and Hour Laws notice informing employees of the protections of G.L. c. 149, Sec. 151, and the Fair Labor Standards Act (FLSA). The notice may be found at <http://www.mass.gov/ago/docs/workplace/wage/wagehourposter.pdf>

ALL BIDDERS/PROPOSERS MUST CERTIFY THAT [check either Box 1 or Box 2, as applicable]

1. ☐ Neither this vendor/contractor nor any prospective subcontractor has been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, G.L. c. 151, or FLSA, within three (3) years prior to the date of this bid/proposal submission.

OR

2. ☐ This vendor/contractor, or a prospective subcontractor, has been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, or debarment resulting from a violation of G.L. c. 149, G.L. c. 151, or FLSA, within three (3) years prior to the date of this bid/proposal submission. The firm shall provide a copy of the same with the bid/proposal.

ALL BIDDERS/PROPOSERS MUST CERTIFY EACH OF THE FOLLOWING

3. ☐ Within five (5) days of receiving notice, the vendor/contractor shall report and provide a copy of any federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, G.L. c. 151, or FLSA imposed on this firm or on any prospective subcontractor while any bid/proposal to the City is pending and, if awarded a contract, during the term of the contract provide the same to the Purchasing Director.

4. ☐ A vendor/contractor awarded a contract that has disclosed under paragraph 3 above shall, upon request, furnish monthly certified payrolls for the City contract as the Purchasing Director instructs and shall, at the discretion of the Purchasing Director, obtain a wage/payment bond or other suitable insurance as required by the Wage Theft Prevention Ordinance. Vendors/contractors subject to a state or federal debarment for violation of the above laws or prohibited from contracting with the Commonwealth are prohibited from contracting with the City, and upon a finding or order of debarment or prohibition, the City may terminate the contract.

5. ☐ The contractor shall post notices provided by the City in conspicuous places informing employees of the protections of the Wage Theft Prevention Ordinance, and applicable local, state and federal law.

The undersigned certifies under the pains and penalties of perjury that the contractor is in compliance and agrees to remain in compliance with the provisions of the Wage Theft Prevention Ordinance for the term of its contract with the City.

Signed: _____

Print Name & Title	Company Name	Date
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Sections 1.1, 1.2, and 1.3 intentionally omitted.

The winning bidder is responsible for all demolition and disposal of existing flooring in the areas indicated in the attached drawings and phasing plans.

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. General: Coordinate flooring work with the respective trades responsible for installing interfacing and adjoining work for proper sequence of installation, and ensure that the work performed hereunder is acceptable to such trades for the installation of their work.
- B. Sequencing:
 - 1. Field Measurements
 - a. Take field measurements before preparation of shop drawings and fabrication, where possible, to ensure proper fitting of Work.
 - b. Allow for adjustments within specified tolerances wherever taking of field measurements before fabrication might delay Work.
 - 2. Ensure that installation of flooring and accessories occurs after other finishing operations, including painting.

1.5 SUBMITTALS

- A. Information and Review Submittals: Submit the following under provisions of Section 01 33 00 - SUBMITTAL PROCEDURES:
 - 1. Test and Evaluation Reports: Include the following:
 - a. Report the Test Deployment Parameters at start of testing and finishing of testing:
 - 1) Start and finish dates and times of testing.
 - 2) Ambient temperature,
 - 3) Ambient relative humidity and dew point temperature.
 - 4) Minimum and maximum ambient temperature and relative humidity reached during testing.
 - b. Report the "Factor" used to calculate the actual test area of the Calcium Chloride test site.
 - c. Report the concrete slab thickness (in inches).
 - d. Report the Demolition Parameters for moisture vapor emission (MVER) testing: The start and finish date and time of removing existing non-asbestos flooring

No testing will be required for this work.

No testing will be required for this work.

and adhesives, prior to MVER testing.

- e. Report all test results in chart form listing the following:
 - 1) Test locations (also mark test locations on floor plan)
 - 2) Types of Existing Floor Coverings
 - 3) Visual Distress Level of existing Floor Coverings
 - 4) Surface Temperature of Concrete
 - 5) pH Paper/ Pencil Reading (ASTM F 710)
 - 6) Visual Appearance of Concrete
 - 7) Concrete Slab Age
 - 8) Relative Humidity in Concrete, % (ASTM F 2170):
 - a) Depth of hole from top of Slab, in.
 - b) RH in concrete, %
 - c) Temp. in concrete, °F
 - 9) Surface Moisture Meter Test (ASTM E 1907):
 - a) 1. Electrical Impedance Test Values or
 - b) 2. Electrical Resistance Test Values
 - 10) Moisture Vapor Emission (MVER) - CaC12 Test (ASTM F 1869):
 - a) Weight Gain in grams
 - b) Exposure Time/hrs
 - c) MVER Lbs/1000 Sq. Ft./24 hours
 - f. Report all unacceptable substrate and field conditions observed during testing.
- B. Submit 1 copy of test data to the installers of all flooring materials or floor surface coating materials scheduled to be installed.

1.6 QUALITY ASSURANCE

- A. General: perform relative humidity, moisture vapor emission (MVER) and acidity/alkalinity (pH) Testing for concrete slabs and floors.
 - 1. General Contractor shall employ and pay for services of an independent testing laboratory to perform relative humidity, moisture vapor emission, and pH tests on concrete slabs as follows. The test shall be witnessed by the Contractor, flooring subcontractors and Owner's Project Representative.
 - a. Relative Humidity, Moisture Vapor Emission and pH Testing on all concrete slabs over-which a finished floor is to be installed.
 - b. Perform moisture and pH tests on all concrete floors over-which stone flooring is to be applied.
 - 2. Testing Requirements: As specified under Part 3 of this Section.

- a. Provide additional testing in the event test results indicate higher moisture content than recommended by the flooring material and coating material manufacturers for the installation of their products.
 - 1) Perform additional testing after procedures have been performed by the General Contractor to reduce moisture content to ratings acceptable to the various flooring and floor- coating manufacturers. General Contractor's procedures to reduce moisture content may consist of project dehumidification and temporary heating, environmental controls, or moisture mitigation treatment to concrete.

PART 2 - PRODUCTS

2.1 GENERAL FLOORING ACCESSORIES

- A. Filler for patching, smoothing and leveling subfloors and underlayments: Portland cement-based latex underlayment acceptable to flooring manufacturer, equal to the following:
 1. Ardex Americas, Aliquippa, PA., products "Feather Flash" and "Ardex SD-P".
 2. Quikrete Companies., Atlanta, GA., product "Fast-Set Underlayment 1248".
 3. Silpro Corp., Ayer MA., product "Profinish".
- B. Adhered flooring systems general requirements for adhesives (except as otherwise specified in individual Specification Sections):
 1. General Flooring Adhesives: High moisture resistant and alkali resistant adhesive: Synthetic Polymer, non-flammable in wet state, with NFPA, Class A rated, VOC compliant, capable of withstanding the following in continuous service:
 - a. Up to 90% relative humidity when measured in accordance with ASTM F2170 – Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in-situ Probes.
 - b. Up to 8 lbs./1000 sq. ft./ 24 hours MVER when measured in accordance with ASTM F1869 - Standard Test Method for Measuring Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride.
 - c. VOC content: Less than 50 g/L.
 2. Acceptable manufacturers, or approved equal:
 - a. Advanced Adhesive Technology, Inc, Dalton GA.
 - b. DAP Incorporated, Dayton OH.
 - c. W.W. Henry Company, Aliquippa PA.
 - d. Roberts Consolidated Industries, Inc., City of Industry, CA.
 - e. Or adhesive recommended by flooring manufacturer for performance and compliance with warranty requirements.

2.2 TESTING EQUIPMENT

No testing will be required for this work.

- A. For relative humidity testing: Digital Meter and Calibrated Humidity and Temperature probe kit in Compliance with ASTM F 2170.
 - a. Minimum 2-point probe calibration.
- B. For calcium chloride testing: Anhydrous calcium chloride testing in accordance with Rubber Manufacturer's Association (RMA) Test requirements and in compliance with ASTM F 1869.
- C. For pH testing: In compliance with ASTM F710.
 - 1. pH test paper.
 - 2. Distilled or de ionized water.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that spaces to receive flooring finishes are suitable for installation. Do not proceed with work until unsatisfactory conditions are corrected. Comply with manufacturer's recommendations including the following:
 - 1. Substrates shall be dry and clean.
 - 2. Substrates shall be free of depressions, raised areas, or other defects which would telegraph through installed flooring.
 - 3. Verify concrete substrates have a flat tolerance of 3/16" in 10 linear feet, or more restrictive tolerances as specified under individual flooring Specification Sections.
 - 4. Temperature of flooring and substrate shall be within specified tolerances as required by flooring and adhesive manufacturers.
 - 5. Moisture condition and adhesive bond tests shall be performed as specified herein.
- B. For applications on concrete:
 - 1. Verify concrete substrate has been cured and is sufficiently dry to achieve a bond with the adhesive, in accordance with the manufacturer's recommended bond and moisture test
 - 2. Verify curing, hardening, or breaking compounds have not been used. If there are any, do not proceed until compounds have been removed as specified.
 - 3. For applications on concrete slab on grade or below grade, verify vapor barrier below slab was installed. If no vapor barrier was installed, do not proceed with work unless written acceptance of such conditions is received and submitted.
 - 4. Perform testing of in situ concrete, relative humidity and surface pH testing to all concrete slabs specified to be covered with floor coverings or resinous coatings as specified herein. Do not proceed with work until results of moisture condition tests are acceptable.

3.2 SURFACE PREPARATION FOR TESTING

- A. General: Substrates shall be dry and clean. Remove all adhesive residue, dirt, debris, sealers, coatings, finishes, film-forming curing compounds, and other substances which may affect the rate of moisture dissipation. Remove all dust by vacuum or other methods. Do not use

chemicals of any kind to clean concrete.

1. Non- chemical methods for removal, such as abrasive grinding or bead- blasting, including methods described in ASTM D 4259 may be used on existing slabs with deleterious residues to achieve an appropriate state for testing.
2. Remove existing floor coverings and adhesives down to bare slab. Remove existing floor coverings not less than 24 hours prior to scheduled testing.
 - a. Where new flooring is being indicated to be installed over existing flooring, remove and expose substrate a minimum area of 24 by 24 inches at each test location.

- B. To test for pH at the surface of a concrete slab, use care not to over abrade the surface of the concrete which can result in overstated pH readings.

3.3 TESTING IN SITU CONCRETE SUBSTRATES

- A. Scope:

1. Provide in situ concrete relative humidity and surface pH testing to all concrete slabs specified to be covered with floor coverings or resinous coatings. Includes concrete placed as part of this Work which occurs below grade, above grade (suspended slabs), and slabs on grade.

- B. Scheduling:

1. Testing shall take place after allowing concrete to dry for a minimum of 90 days. Testing to be scheduled no less than one, nor more than three weeks prior to scheduled flooring installation.
 - a. DO NOT conduct testing unless the slab environment is identical to that in which the finished flooring is to be installed.

- C. Test result submittals:

1. Report all test results in chart form listing test dates, time, depth of test well, in situ temperature, relative humidity, moisture vapor and pH levels.
2. List test locations on chart and show same on marked up Floor Plan Drawings.
3. Submit results in duplicate. Deliver copies directly to Architect, Owner's Project Representative and General Contractor.

- D. Testing Procedures, quantification of Relative Humidity

1. The test site should be maintained at the same temperature and humidity conditions as those anticipated during normal occupancy. These temperature and humidity levels should be maintained for 48 hours prior and during test period. If meeting this criteria is not possible, then minimum conditions should be 75 degrees F (plus or minus 10 degrees F), and 50 percent (plus or minus 10 percent) relative humidity. When a building is not under HVAC control, a recording hygrometer or data logger shall be in place recording conditions during the test period. A transcript of this information must be Included with the test report.
2. The number of In situ relative humidity test sites is determined by the square footage of the facility. The minimum number of tests to be placed is equal to 3 in the first 1,000 square feet and 1 per each additional 1,000 square feet.
3. Drill test holes utilizing a roto hammer drill. Hole diameter shall not exceed outside diameter of the insertable test sleeve by more than 0.04 inch (1mm). Drilling operation

No testing will be required for this work.

must be dry. Do not use water for cooling or lubrication; do not wet-core test hole. Determine the thickness of the concrete slab from Construction Documents. Depths of test holes shall be as follows:

- a. For elevated slabs (not poured in pans): Drill test holes to a depth equal to 20 percent of the concrete thickness.
 - b. For slabs on grade and elevated slabs in pans: Drill test holes to a depth equal to 40 percent of the concrete thickness.
4. Vacuum all concrete dust from test hole.
 5. Insert a hole liner, or sleeve, to the full depth of test hole, assuring that the liner is capped or plugged at the end protruding from the concrete surface.
 6. Permit the test site to acclimate, or equilibrate, for 72 hours prior to taking relative humidity readings.
 7. Remove the sleeve plug and place a probe into the sleeve assuring that it reaches the bottom of the test hole.
 8. Allow the probe to sit in the test sleeve for 30 minutes before taking readings.
 9. Read and record temperature and relative humidity at the test site.

No testing will be required for this work.

- E. Testing Procedures, quantification of concrete moisture vapor emission through Calcium Chloride Testing:
 1. The test site should be maintained at the same temperature and humidity conditions as those anticipated during normal occupancy. These temperature and humidity levels should be maintained for 48 hours prior and during test period. If meeting this criteria is not possible, then minimum conditions should be 75 degrees F (plus or minus 10 degrees F) and 50 percent relative humidity (plus or minus 10 percent). When a building is not under HVAC control, a recording hygrometer or data logger shall be in place recording conditions during the test period. A transcript of this information must be included with the test report.
 2. The number of vapor emission test sites is determined by the square footage of the facility. The minimum number of tests to be placed is equal to 3 in the first 1,000 square feet and 1 per each additional 1,000 square feet.
 3. Test sites are to be cleaned of all adhesive residue, curing compounds, paints, sealers, floor coverings, and similar materials. 24 hours prior to the placement of test kits.
 4. Weigh test dish on site prior to start of test. Scale must report weight to 0.1 grams. Record weight and start time.
 5. Expose Calcium Chloride and set dish on concrete surface.
 6. Install test containment dome and allow test to proceed for 60 to 72 hours.
 7. Retrieve test dish by carefully cutting through containment dome. Close and reseal test dish.
 8. Weigh test dish on site recording weight and stop time.
 9. Calculate and report results as pounds of emission per 1,000 square feet per 24 hours."
- F. Testing Procedures, quantification of Acidity/Alkalinity (pH) Level:
 1. At or near the relative humidity test site and each vapor emission (calcium chloride) test site, perform pH test.
 - a. At each testing site, lay down a loose 2 foot by 2 foot sheet of non

No testing will be required for this work.

perforated sheet backed by plywood. Leave in place for 48 hours.

- b. Remove sheet and place several drops of distilled or de ionized water onto the concrete surface to form a puddle approximately 1 inches in diameter.
- c. Allow the water to set for approximately 60 seconds.
- d. Dip the pH paper into the water and remove immediately, compare color to chart provided by paper supplier to determine pH reading

2. Record and report results.

G. Testing Procedures:

1. Initial testing: Provide 3 tests for the first 1,000 square feet.
2. Add one test for each additional 1,000 square feet.
3. Concrete surface area to be tested shall be completely clean as specified herein under Preparation.
4. Perform moisture tests in strict accordance with the kit manufacturer's Instructions. Moisture tests shall remain undisturbed for 60 to 72 hours.
5. Immediately after moisture test has been removed from test area, conduct pH test in area previously covered by plastic dome of moisture test kit.
6. After completion of tests submit 2 copies of test data to the Architect. Submit a copy of the test data to all installers of flooring materials and resinous flooring materials scheduled to be installed.
7. Provide additional testing in the event test results indicate higher moisture content than recommended by the flooring material and coating material manufacturers for the installation of their products. Perform such additional testing, at no additional cost to the Owner, after procedures have been performed to reduce moisture content to ratings acceptable to the various flooring and coating manufacturers.

3.4 FLOORING PREPARATION – GENERAL REQUIREMENTS

- A. Close spaces to pedestrian and worker traffic during the installation of the flooring.
- B. General: Comply with ASTM F 710 and manufacturer's recommendations for surface preparation. Remove substances incompatible with resilient flooring adhesive by method acceptable to manufacturer.
 1. Fill voids, cracks, and depressions with trowel-applied leveling compounds acceptable to manufacturer. Remove projections and repair other defects to tolerances acceptable to manufacturer.
 2. Remove, by light sanding and grinding, all protruding edges, high spots.
 3. Ensure substrate is flat to a plus or minus 1/8 inch in 10 feet tolerance. Fill minor or local low spots, cracks, joints, holes, and other defects with subfloor filler to achieve smooth, flat, hard surface. Prohibit traffic until filler is cured.
 4. Ensure that substrate is free from paint, varnish, wax, oil, existing adhesive residue, or other foreign matter.
 5. For concrete substrates:
 - a. Concrete floors with steel troweled (slick) finish shall be properly roughened up (sanded) to ensure suitable adhesion.
 - b. Concrete floors with curing, hardening, and breaking compounds shall be abraded with mechanical methods only to remove compounds. Use blastrac

or similar equipment.

- C. Removal of existing coatings and adhesives:
1. Painted flooring substrates: Remove all existing coatings on flooring substrates. Certain paints may contain lead. Conform to federal, state and local laws regarding appropriate methods for identifying lead-based paint and removing such paint, and notify Owner if lead-based paint has been identified.
 - a. Remove existing visible lead-based paint in compliance with applicable regulations and requirements of governing agencies having jurisdiction
 - b. Isolate work areas from other workers of this project, provide air sampling results and worker exposure samples as required by referenced regulations. Contractor is responsible for worker safety and environmental exposure of contaminants during the performance of this Work.
 - c. Remove all paint chips and debris using HFOA vacuums. Dispose of caustic waste, paint chips in compliance with Resource Conservation and Recovery Act (RCRA) and all other EPA, state and local authority requirements as might be applicable.
 2. In situ adhesive on flooring substrates: Use of commercial adhesive removers may adversely affect the bonding of a new flooring covering. Comply with The Resilient Floor Covering Institute (RFCI) publication *"Recommended Work Practices for Removal of Resilient Flooring Coverings"* and flooring product manufacturer's written instructions and technical advisories for removal of existing adhesives, so substrate is acceptable for new flooring installation and warranty.
 3. In situ asphalt-based adhesive on flooring substrates: Contact flooring product manufacturer's technical representative to obtain instructions for removal of existing asphalt-base adhesives, so substrate is acceptable for new flooring installation and warranty.
- D. Protection of In-situ Conditions: During the operation of flooring work, protect existing finishes against undue soilage and damage by the exercise of reasonable care and precautions. Clean, or repair all existing materials which are soiled or otherwise damaged by Work, to match original profiles and finishes. Existing materials and finishes which cannot be cleaned, or repaired shall be removed and replaced with new work to match existing.
- E. Use HEPA Vacuum to clean substrate, and ensure that substrate is dry, clean and smooth prior to application of flooring. Perform vacuuming immediately prior to installation.
- F. Apply primers as recommended by adhesive manufacturer's written instructions.
- G. Condition flooring materials, accessories and adhesives to room temperatures for a period of 48 hours minimum, and as additionally required under individual Specification Sections.

3.5 FLOORING INSTALLATION GENERAL

- A. Install all products in strict accordance with each manufacturer's written installation procedures and other provisions specified herein.
1. Apply primers as recommended by adhesive manufacturer's written instructions.

3.6 ADHESIVE BOND TESTING

No testing will be required for this work.

No testing will be required for this work.

- A. Use the specified flooring and recommended adhesive, install approximately 36 by 36 inch sized flooring as specified under individual flooring specification sections. Install test samples approximately 50 feet apart throughout the area, but not less than 1 test per 1000 square feet. Areas next to walls or other light traffic areas should be selected for the bond test. Tape down the perimeter of the flooring to prevent drying of the adhesive at the edges. After a minimum period of 72 hours the flooring should be pulled from the subfloor. If an unusual amount of force is required, the bond could be considered sufficient. Floors demonstrating unsuitable bond to substrate require modifications to flooring installation and may require application of moisture mitigation products. Review all conditions with Architect/Engineer.

3.7 PROTECTION

- A. Provide protection of completed flooring areas from construction traffic until Substantial Completion of the General Contract. Cover all floor surfaces with heavyweight kraft paper and overlay with red-rosin paper, taping the edges to maintain position of the protection paper. Reapply papers as required to maintain floor protection.

END OF SECTION 09 05 60

SECTION 09 65 13 RESILIENT BASE AND ACCESSORIES**PART 1 – GENERAL****1.1 SUMMARY**

- A. Prepare substrate to receive resilient base.
- B. Furnish and install the following:
 - 1. Coved resilient base at resilient flooring and at sealed exposed concrete floors.
 - 2. Straight (non-coved) resilient base at tile carpeted areas.

1.2 RELATED REQUIREMENTS

- A. Section 09 00 06 – RESILIENT FLOORING FILED SUB-BID REQUIREMENTS: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection for the work of this Section 09 65 23.
- B. Section 09 05 60 - COMMON WORK RESULTS FOR FLOORING: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection, for flooring work provided under the General Contractor.
- C. Section 09 65 23 - RUBBER FLOORING: Rubber tile and sheet flooring provided under the Resilient Flooring Filed Sub-Bid.
- D. Section 09 65 43 - LINOLEUM FLOORING: Linoleum tile and sheet flooring provided under the Resilient Flooring Filed Sub-Bid.
- E. Section 09 68 13 – MODULAR CARPET: Carpeting.

1.3 REFERENCES

- A. Comply with applicable requirements of the following standards and those others referenced in this Section, under the provisions of Section 01 42 00 - REFERENCES. Where these standards conflict with other specified requirements, the most restrictive requirements shall govern.
 - 1. ASTM E 84 - Surface Burning Characteristics of Building Materials.
 - 2. ASTM F 1861 - Standard Specification for Resilient Wall Base
 - 3. All applicable federal, state and municipal codes, laws and regulations regarding flammability and smoke generation of interior finishes.

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. General: Coordinate the work of this Section with the respective trades responsible for installing interfacing and adjoining work for proper sequence of installation, and ensure that the work performed hereunder is acceptable to such trades for the

installation of their work.

B. Sequencing:

1. Sequence work to ensure resilient flooring is not installed until building is enclosed, sufficient heat is provided, dust generating activities have terminated, wet work is dry and cured, and work overhead is completed.
2. Ensure that installation of flooring and accessories occurs after other finishing operations, including painting.

1.5 SUBMITTALS

A. Submit the following under provisions of Section 01 33 00 - SUBMITTAL PROCEDURES:

1. Literature: Manufacturer's product data sheets, specifications, performance data, physical properties and installation instructions.

B. Submit the following under provisions of Section 01 33 00 - SUBMITTAL PROCEDURES:

1. Literature: Manufacturer's product data sheets, specifications, performance data, physical properties and installation instructions.
2. Selection samples: Manufacturers' sample chain of colors available for selection by Architect.
3. Verification samples: Each type resilient base and color selected, 24 inches long.

1.6 QUALITY ASSURANCE

- A. General: Avoid color and pattern differential; provide base from one production run in any single room or contiguous areas.

1.7 DELIVERY, STORAGE AND HANDLING

A. Delivery and Acceptance Requirements:

1. Do not deliver items to the site, until all specified submittals have been submitted to, and approved by, the Architect.
2. Deliver resilient base materials in original, unopened packages and store protected for three days prior to installation in area of installation to achieve temperature stability.

B. Storage and Handling Requirements:

1. Store materials in a clean dry, enclosed space off the ground and protected from the weather. Protect adhesives from freezing.

1.8 SITE CONDITIONS

- A. Maintain uniform temperature of minimum of 65 degrees Fahrenheit and humidity of 20 to 40 percent 48 hours prior to, during, and 48 hours after installation. Store resilient flooring materials and accessories in the spaces where they will be installed for at least 48 hours before beginning installation. Thereafter, maintain a minimum temperature of 55 degrees Fahrenheit in the areas where the work is completed.

1.9 WARRANTIES

- A. General: Submit warranties under provisions of Section 01 78 39 – PROJECT RECORD DOCUMENTS.
- B. Manufacturer Warranty:
 - 1. Resilient Base: Provide manufacturer's standard one year limited product warranty for resilient base materials.
 - 2. Adhesives: Provide manufacturer's one year limited product warranty for adhesion reliability.

1.10 EXTRA MATERIALS

- A. Upon completion of the Work of this Section, deliver to the Owner extra base materials for future repairs and maintenance, from the same manufacturing runs as those installed, in the following amounts.
 - 1. Resilient base: 10 percent of each type, color and quantity installed.

PART 2 - PRODUCTS**2.1 MANUFACTURERS**

- A. Acceptable Manufacturers: Subject to compliance with the requirements specified herein, manufacturers offering products which may be incorporated in the work include the following, or approved equal:
 - 1. Johnsonite, Middlefield OH.
 - 2. Burke-Mercer Products Company, San Jose CA.
 - 3. Roppe Corporation, Fostoria OH.
 - 4. Vinyl Products Inc., Floor Products Division, Sheboygan WI.
 - 5. Tarkett, Inc., Parsippany NH.

2.2 RESILIENT BASE

- A. Rubber Base: 4 inches or 6 inches high as scheduled, ribbed back, 1/8 inch thick, rounded top complying with ASTM F-1861, Type TP, Thermoplastic Rubber (TBR). Colors shall be as selected. Rubber base shall be furnished in continuous lengths, approximately 100 feet long.
 - 1. Provide coved base at resilient flooring.
 - 2. Provide straight (non-coved) base at carpeted and walk-off entrance mat areas.
- B. Base accessories: Premolded end stops of same material, size and color as base. Job-form all external and internal corners from base material, pre-molded corner pieces will not be acceptable.

2.3 ACCESSORIES

- A. Adhesives:
 - 1. General: Water resistant, low VOC, acceptable to the resilient flooring manufacturer, for substrate conditions.

2. Acceptable products include the following, or approved equal:
 - a. Advanced Adhesive Technology, Inc, Dalton GA, product: "No. 432 Modified Acrylic Cove Base Adhesive".
 - b. DAP Incorporated, Dayton OH, product: "Cove Base Construction Adhesive".
 - c. Roberts Consolidated Industries, Inc., City of Industry, CA, product: "Premium Solvent-Free Cove Base Adhesive".
- B. Joint Sealer for between the top of wall base and irregular wall surfaces: Plastic filler as recommended by manufacturer.
- C. Cleaning material: Domestic neutral floor detergent having a pH 7 or pH 8, as recommended by the flooring manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Inspect all surfaces and verify that they are in proper condition to receive the work of this Section.
- B. Verify that wall surfaces are smooth and flat within the tolerances specified for that type of work, are dust-free, and are ready to receive resilient base.
- C. Beginning of installation means acceptance of existing substrate and site conditions.

3.2 INSTALLATION

- A. Install all products in strict accordance with each manufacturer's written installation procedures and other provisions specified herein.
- B. Spread only enough adhesive to permit installation of materials before initial set.
- C. Install resilient base: Install base on solid backing, bond to vertical substrate with continuous contact at horizontal and vertical surfaces. Apply wall base to walls, columns, casework and other permanent fixtures in areas where base is required.
 1. Install in lengths as long as practical.
 2. Scribe to fit to door frames and other interruptions.
 3. Form all external and internal corners in accordance with manufacturer's written instructions. Cope inside corners and fit neatly.
 4. Fill voids with plastic filler along the top edge of the resilient wall base on masonry surfaces or other similar irregular substrates.

3.3 CLEANING

- A. Post-installation Cleaning: As installation progresses, continually remove excess adhesive from floor, base and wall surfaces without damage.

END OF SECTION 09 65 13

SECTION 09 65 23 RUBBER FLOORING**PART 1 – GENERAL****1.1 SUMMARY**

- A. General: The work of this Section consists of rubber flooring where shown on the Drawings, as specified herein, and as required for a complete and proper installation.
- B. Furnish and install the following:
 - 1. Smooth surface rubber flooring tile.
 - 2. Raised-stud sheet rubber treads/risers.
 - 3. Raised-stud rubber flooring tile at stair landings.
 - 4. Transition strips wherever edges of resilient rubber flooring materials abut dissimilar flooring, where no thresholds occur.

1.2 RELATED REQUIREMENTS

- A. Section 02 41 00 - SELECTIVE DEMOLITION: Removal of existing flooring.
- B. Section 03 03 60 - RESURFACING AND PATCHING OF CONCRETE SLABS.
- C. Section 03 30 00 - CAST-IN-PLACE CONCRETE: Concrete substrate for rubber flooring.
- D. Section 09 00 06 – RESILIENT FLOORING FILED SUB-BID REQUIREMENTS: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection for the work of this Section 09 65 23.
- E. Section 09 05 60 - COMMON WORK RESULTS FOR FLOORING: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection, for flooring work provided under the General Contractor.
- F. Section 09 65 13 - RESILIENT BASE AND ACCESSORIES: Resilient base and transition strips Provided under the Resilient Flooring Filed Sub-Bid.
- G. Section 09 65 43 - LINOLEUM FLOORING: Linoleum tile and sheet flooring provided under the Resilient Flooring Filed Sub-Bid.
- H. Section 09 68 13 – MODULAR CARPETING: Carpet tile.

1.3 REFERENCES

- A. Referenced Standards: Comply with applicable requirements of the following standards and those others referenced in this Section, under the provisions of

Section 01 42 00 - REFERENCES. The standards referenced herein are included to establish recognized minimum quality only. Where these standards conflict with other specified requirements, the most restrictive requirements shall govern. Equivalent quality and testing standards will be acceptable, subject to their timely submission, review and acceptance by the Architect.

1. ASTM E 84 - Surface Burning Characteristics of Building Materials.
2. ASTM F-710 - Preparing Concrete Floors to Receive Resilient Flooring.
3. ASTM F-1344 - Specification for Rubber Floor Tile.
4. All applicable federal, state and municipal codes, laws and regulations regarding flammability and smoke generation of interior finishes.

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Pre-installation Meetings: Installer of the Work of this Section is required to attend pre-installation conference specified under Section 09 00 06 –RESILIENT FLOORING FILED SUB-BID REQUIREMENTS.
- B. Sequencing:
 1. Ensure that installation of flooring and accessories occurs after other finishing operations, including painting.

1.5 SUBMITTALS

- A. Information and Review Submittals: Submit the following under provisions of Section 01 33 00 - SUBMITTAL PROCEDURES:
 1. Product Data: Manufacturer's product data sheets, specifications, performance data, physical properties and installation instructions for each item furnished hereunder.
 - a. Furnish manufacturer's product literature on flooring adhesive, highlight adhesive properties, including VOC's and maximum moisture pressure limits for substrates.
 2. Shop Drawings: 1/4 inch scale plans of each flooring area scheduled for Work of this Section. Drawings shall bear dimensions of actual measurements taken at the project.
 - a. Identify each flooring type, colors and patterns, indicate layout of tile units and direction of tile patterns.
 - b. Show location of welded seams and joints with abutting materials.
 - c. Where more than one adhesive type is specified or otherwise required by flooring manufacturer, identify on shop drawings areas for each adhesive type.
 3. Selection Samples: Manufacturers' sample chain of colors and patterns available for selection by Architect.
 4. Verification Samples:

- a. Full sized flooring tile, illustrating color, and pattern for each color and type of tile selected.
 - b. Sheet flooring: 12 by 12 inch illustrating color, and pattern for each color and type of flooring selected.
 - c. Stair treads: 12 inch lengths of stair treads, illustrating color.
 - d. Edging: 12 inches long demonstrating profile, thickness, size and color.
5. Certificates: Submit the manufacturer's certification that the resilient flooring has been tested by an independent laboratory and complies with the required fire tests.
6. Qualification Submittals: Installer/Applicator's work experience documentation.
- B. Closeout Submittals: Submit the following under provisions of Section 01 7800 - CLOSEOUT SUBMITTALS.
 1. Operation and Maintenance Data: Furnish cleaning and maintenance data. Include maintenance procedures, recommended maintenance materials, a suggested schedule for cleaning, stain removal methods, and polishing.
 2. Bonds and Warranty Documentation: Manufacturer's Warranties and Guarantees as specified elsewhere herein this Section.
- C. Maintenance Material Submittals: Submit the following under provisions of Section 01 78 00 - CLOSEOUT SUBMITTALS. Clearly label and package extra materials securely to prevent damage.
 1. Extra Stock Materials: Upon completion of the Work of this Section, deliver to the Owner extra flooring materials for future repairs and maintenance, from the same manufacturing runs as those installed, in the following amounts.
 - a. Rubber Flooring Tile: 3 percent of each material in each color, and pattern installed.
 - b. Sheet Rubber Flooring: 3 percent of each material in each color, and pattern installed.
 - c. Furnish a quantity of adhesive of each type used in sealed cans or containers sufficient to apply the above materials.

1.6 QUALITY ASSURANCE

- A. General: Notify the Architect where conflicts apply between referenced standards and existing materials, and existing methods of construction.
- B. Sole Source Materials: For each type of flooring required for the work of this Section, provide primary materials which are the products of one manufacturer. Provide secondary materials which are acceptable to the manufacturer of the primary materials. Comply with applicable regulations regarding VOC (volatile organic compound) content of adhesives.
- C. Color Matching: Provide resilient flooring products, including accessories, from one manufacturer to ensure color matching.
 1. Avoid color and pattern differential; provide flooring from one production run in any single room or contiguous areas.
- D. Qualifications:

1. Manufacturers: Provide flooring manufactured by a firm with a minimum of 10 years experience in the fabrication of resilient flooring of types equivalent to those specified.
 - a. Manufacturer capable of providing field service representation.

1.7 **MOCK-UPS**

Section 1.7 not
required under
this scope.

- A. Provide mock-up under provisions of Section 01 45 00 - QUALITY CONTROL.
- B. Provide installed mock-up of flooring, minimum 50 square feet, illustrating color, texture and finish for each flooring type specified herein, and demonstrating the minimum standard for the Work.
- C. Locate mock-ups where directed and include all surfaces and materials scheduled to receive a field applied finish.
- D. Maintain mock-up during construction for workmanship comparison; remove and legally dispose of mock-up when no longer required.
- E. Accepted mock-ups may remain as part of the work; the number of mock-ups shall not be restricted.

1.8 **DELIVERY, STORAGE AND HANDLING**

- A. Delivery and Acceptance Requirements:
 1. Do not deliver items to the site, until all specified submittals have been submitted to, and approved by, the Architect.
 2. Do not deliver flooring materials to the project until all concrete, masonry, plaster and other wet work has been completed and dry.
 3. Deliver flooring and setting materials in original unopened packages, containers or bundles bearing brand name, and identification of manufacturer, production run information with labels and package seals intact and legible.
- B. Storage and Handling Requirements:
 1. Store and handle materials following manufacturer's recommended procedures, and in accordance with material safety data sheets.
 2. Protect materials from damage due to moisture, direct sunlight, excessive temperatures, surface contamination, corrosion and damage from construction operations and other causes.
 3. Store materials in a clean dry, enclosed space off the ground and protected from the weather. Protect adhesives from freezing.
 4. Store protected for three days prior to installation in area of installation to achieve temperature stability.

1.9 **SITE CONDITIONS**

- A. Temperature and Humidity: Maintain uniform temperature of minimum of 65 degrees Fahrenheit and humidity of 20 to 50 percent 48 hours prior to, during, and 48 hours after installation. Store resilient flooring materials and accessories in the spaces where they will be installed for at least 48 hours before beginning installation. Thereafter, maintain a minimum temperature of 55 degrees Fahrenheit in the areas where the work is completed.

1.10 WARRANTY

- A. General: Submit warranties under provisions of Section 01 78 00 -CLOSEOUT SUBMITTALS.
 - 1. Manufacturer Warranty: provide manufacturer's standard wear warranties for all flooring and stair tread materials installed under this Section.

PART 2 - PRODUCTS**2.1 MANUFACTURERS**

- A. Acceptable Manufacturers: Subject to compliance with the requirements specified herein, manufacturers offering products which may be incorporated in the work include the following, or approved equal:
 - 1. Nora systems, Inc., Salem NH (basis of design to match existing).
 - 2. Roppe Corporation, Fostoria OH.
 - 3. Johnsonite Inc., Chagrin Falls OH.
- B. Refer to Drawing A9.30 for colors, styles and textures.

2.2 DESCRIPTION

- A. Regulatory Requirements:
 - 1. Provide materials and assemblies conforming to applicable building codes and regulatory agencies for flame/fuel/smoke rating requirements of flooring in accordance with ASTM E 84.
 - 2. Provide flooring material to meet the following fire test performance criteria as tested by a recognized independent testing laboratory:
 - a. ASTM E 648 (Critical Radiant Flux) of 0.45 watts per sq. cm. or greater, Class 1.
 - b. ASTM E 662 (Smoke Generation) Maximum Specified Optical Density of 450 or less.

2.3 RUBBER FLOORING

- A. Rubber flooring: Synthetic rubber flooring.
 - 1. Acceptable Products, or approved equal:
 - a. Product "Nora Sentica" and "Norament Grano"; sheet size: nominal 24 inch by 24 inch.
 - b. Refer to Drawing A9.30 for colors, styles and textures.
 - 2. Material: Synthetic rubber free from reground rubber, natural rubber or coarse fillers.
 - 3. Wear Warranty: 5 years.
 - 4. Abrasion Resistance: Taber abrasion test, ASTM C501, H-18 wheel, 500 gram load, 1000 cycles, gram weight loss not greater than the following: 0.70.
 - 5. Hardness: ASTM D 2240, Shore A, not less than 85.
 - 6. Slip Resistance: Static coefficient of friction (James Test), ASTM D 2047, equal to or

greater than 0.5, ADA guidelines compliance.

7. Flammability: ASTM E 648 or NFPA 253, result to be not less than 0.45 watts per square centimeter, Class 1.
8. Smoke Density: ASTM E 662, NFPA 258, NBS smoke density, less than 450.
9. Burn Resistance: Cigarette and solder burn resistance.
10. PVC-Free: Products shall contain no polyvinyl chloride
11. Halogen-Free: Products shall contain no halogens.
12. Asbestos-Free: Products shall contain no asbestos.
13. Indoor Air Quality: Products shall meet GreenGuard and CHPS (Collaborative for High Performance Schools) 01350. Requirements.
14. Color: As selected by Architect from manufacturer's full range of colors.

2.4 RUBBER STAIR TREADS/RISERS AND LANDINGS

- A. Floor and stair treads: One piece nosing-tread-riser combination, "Norament Grano", hammered surface design, 5.0 mm (0.20 inches) overall thickness.
 1. Material: Synthetic rubber free from reground rubber, natural rubber or coarse fillers.
 2. Back of Tile: Smooth, double-sanded back.
 3. Wear Warranty: 5 years.
 4. Slip Resistance: Static coefficient of friction (James Test), ASTM D 2047, equal to or greater than 0.6, ADA guidelines compliance.
 5. Color: As selected.
- B. Landings: Material properties to match stair treads.

2.5 ACCESSORIES

- A. Adhesives and primers: Water resistant, acceptable by rubber flooring manufacturer.
 1. Adhesive for rubber stair treads and landings: 2-part epoxy adhesive.
- B. Transition/reducing strips: Provide tapered profiles required for transition to abutting materials, in colors and material as selected by the Architect.
 1. Provide resilient edge strips of width shown on the drawings, of equal gage to flooring having tapered or bull nose edge, with color(s) to match (or contrast) flooring as selected by the Architect from full range of manufacturer's available colors.
- C. Cleaning material: Domestic floor detergent, as recommended by the flooring manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verification of Conditions: Inspect all surfaces and verify that they are in proper condition to receive the work of this Section.

3.2 PREPARATION

- A. General: Comply with requirements specified under Section 09 00 06 – RESILIENT FLOORING FILED SUB-BID REQUIREMENTS, the flooring manufacturer's requirements for preparation of substrate to receive resilient flooring, and as additionally specified herein.

3.3 INSTALLATION - GENERAL

- A. General: Install all products in strict accordance with each manufacturer's written installation procedures and other provisions specified herein.
 - 1. Flooring Manufacturer's Specifications: The floor system manufacturer's Technical Specifications shall be considered a part of this specification and should be used as a reference for specific application procedures and recommendations. Where a conflict does exist between the manufacturer's written specifications and those procedures specified in this Section, the more stringent requirements meeting the Manufacturer's minimum requirements for the provided warranty shall apply.
- B. Install flooring and accessories after the other finishing operations, including painting, have been completed. Close spaces to traffic during the installation of the flooring.
- C. Do not install flooring over concrete slabs until they have been cured and are sufficiently dry to achieve a bond with the adhesive, in accordance with specified and manufacturer's recommended bond and moisture testing.
- D. Spread only enough adhesive to permit installation of materials before initial set.

3.4 INSTALLATION - FLOOR TILE

- A. Lay flooring in a square grid pattern, with joints and seams parallel to building lines. Lay tile with joints straight and continuous in both directions and with border tile not less than 1/2 the width of the tile.
- B. Lay resilient flooring with arrows in the same direction.
- C. Neatly fit resilient materials to all intersecting surfaces, and make joints as inconspicuous as possible.
- D. Terminate flooring at centerline of door in closed position where adjacent floor finish is of different material or color.
- E. Apply resilient materials to have uniform contact with receiving surfaces throughout, with tight joints, and with all finish surfaces smooth, in true plane, free from buckles, waves, and other imperfections.
- F. Extend resilient flooring to wall lines beneath all movable equipment and movable casework. Fit resilient flooring onto breaks and recesses, against non-resilient bases, around pipes and other protrusions, under saddles, and to and around other fixed surfaces, making neat cuts in the flooring and minimizing joints.
- G. Install reducer strips at exposed edges.

3.5 INSTALLATION - FLOORING

- A. Install flooring using conventional full-spread method. Application shall be performed by

factory trained mechanics franchised by the manufacturer in accordance with the manufacturer's instructions, and using tools and techniques recommended by the flooring manufacturer.

1. Cut sheet material into required lengths and sizes. Layout and cut to achieve minimum number of seams and for pattern match between abutting edges. Lay resilient flooring with arrows in the same direction.
 2. Layout resilient flooring to provide equal size at perimeter. Adjust layout as necessary to eliminate resilient flooring which is cut to less than half full width.
 3. Lay cut sheets flat and allow to come to room temperature prior to installation. Seams in corridors shall run perpendicular to corridor.
 4. Lay flooring so as to ensure full uniform contact with substrate and to produce finished surfaces which are smooth, even and in true planes, free of buckles, waves, and other imperfections.
 5. Install the flooring and roll the floor surface to work wrinkles and air pockets out past the outer edges.
 6. Fit flooring neatly and tightly into breaks and recesses, against bases, around pipes and penetrations, under saddles and thresholds, and around permanent cabinets and equipment.
 7. Do not install resilient flooring over building expansion joints.
- B. Reducer Strips: Install reducer strips wherever new sheet flooring terminates at carpeting and elsewhere as required to terminate flooring.

3.6 INSTALLATION OF TREADS AND RISERS

- A. Begin installation at bottom step and continue upwards towards each landing. Cut riser part of the step-tread to fit to the riser of the step below. Trim even with the edge of the riser.
- B. Cut and dry fit treads and risers before installation.
- C. Apply contact adhesive to the substrate and back of the step-tread. Permit contact adhesive to dry to touch.
 1. Apply adhesives to steps and risers.
- D. Install tread-riser combination units as recommended by manufacturer using manufacturers removable slip sheet or wax paper to locate step tread before adhering in place.
 1. Fit nosing material tight to the nosing of the stair.
- E. Use roller or stair tool to press stair materials into place. Remove excess adhesive.
- F. After installation check adhesive bond to treads and risers.

3.7 INSTALLATION OF ACCESSORIES

- A. Resilient base: Install base on solid backing, bond to vertical substrate with continuous contact at horizontal and vertical surfaces. Apply wall base to walls, columns, casework and other permanent fixtures in areas where base is required.
 1. Install in lengths as long as practical.

2. Scribe to fit to door frames and other interruptions.
 3. Form all external and internal corners in accordance with manufacturer's written instructions. Cope inside corners and fit neatly.
 4. Fill voids with plastic filler along the top edge of the resilient wall base on masonry surfaces or other similar irregular substrates.
- B. Resilient edge and transition strips:
1. Install edge strips at all edges of flooring which would otherwise be exposed.
 2. Place resilient edge strips tightly butted to flooring and secure with adhesive recommended by the edge strip manufacturer.

3.8 TOLERANCES

- A. Maximum variation from plumb or level: 1/8 inch.
- B. Maximum offset from true dimensional alignment: 1/8 inch.

3.9 CLEANING

- A. General: Comply with requirements of Section 01 73 00 – EXECUTION for periodic and final cleaning, and as additionally specified herein.
1. Control accumulation of waste materials and trash. Daily clean work areas by sweeping and disposing of debris, and scraps.
- B. As installation progresses, continually remove excess adhesive from floor, base and wall surfaces without damage.
1. Protect installed flooring as recommended by the flooring manufacturer against damage from rolling loads, other trades, or the placement of fixtures and furnishings.
- C. Sweep floors daily to remove all loose dirt and debris.
- D. Not sooner than five days after installation, clean all materials installed hereunder with a non-abrasive commercial detergent approved by the material manufacturers, and thoroughly rinse with clear water.
- E. After cleaning and polishing, ensure that the flooring is protected with heavy kraft paper.

3.10 PROTECTION

- A. General: Protect finished work under provisions Section 09 00 06 –RESILIENT FLOORING
FILED SUB-BID REQUIREMENTS.
- B. Prohibit traffic on finished floor areas until flooring adhesive has fully set.

END OF SECTION

SECTION 09 68 13 MODULAR CARPETING**PART 1 GENERAL****1.01 RELATED DOCUMENTS**

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. This section includes Modular Carpeting.
- B. Sections related to this section include:
 - 1. Section 02 41 00 - SELECTIVE DEMOLITION: Removal of existing flooring.
 - 2. Section 03 03 60 - RESURFACING AND PATCHING OF CONCRETE SLABS.
 - 3. Section 03 30 00 - CAST-IN-PLACE CONCRETE: Concrete substrate for rubber flooring.
 - 4. Section 09 00 06 – RESILIENT FLOORING FILED SUB-BID REQUIREMENTS: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection for the work of this Section 09 65 23.
 - 5. Section 09 05 60 - COMMON WORK RESULTS FOR FLOORING: General requirements for flooring preparation, substrate testing requirements, installation and temporary protection, for flooring work provided under the General Contractor.
 - 6. Section 09 65 13 - RESILIENT BASE AND ACCESSORIES: Resilient base and transition strips Provided under the Resilient Flooring Filed Sub-Bid.
 - 7. Section 09 65 43 - LINOLEUM FLOORING: Linoleum tile and sheet flooring provided under the Resilient Flooring Filed Sub-Bid.
 - 8. Section 09 65 23 – RUBBER FLOORING: Rubber flooring and accessories.
 - 9. Expansion Joint Covers for tie in.

1.03 REFERENCES

- A. Forbo Technical Data Sheets
- B. Forbo Installation Guide
- C. Forbo Floor Care Guide
- D. Safety Data Sheets (MSDS or SDS)
- E. American Society for Testing and Materials (ASTM):
 - 1. ASTM D 1335 – Standard Test Method for Tuft Bind of Pile Yarn Floor Coverings
 - 2. ASTM D 2859 – Standard Test Method for Ignition Characteristics of Finished Textile Floor Coverings (Pill Test)

3. ASTM D 3936 – Standard Test Method for Resistance to Delamination of the Secondary Backing of Pile Yarn Floor Coverings
 4. ASTM D 5252 – Standard Practice for the Operation of the Hexapod Tumble Drum Tester
 5. ASTM E 492 – Standard Test Method for Laboratory Measurement of Impact Sound Transmission through Floor-Ceiling Assemblies Using the Tapping Machine
 6. ASTM E 648 – Standard Test Method for Critical Radiant Flux of Floor-Covering Systems Using a Radiant Heat Energy Source
 7. ASTM E 662 – Standard Test Method for Specific Optical Density of Smoke Generated by Solid Materials
 8. ASTM E 989 – Standard Classification for Determination of Impact Insulation Class (IIC)
 9. ASTM E 1745 – Standard Specification for Plastic Water Vapor Retarders Used in Contact with Soil or Granular Fill under Concrete Slabs
 10. ASTM F 141 – Standard Terminology Relating to Resilient Floor Coverings
 11. ASTM F 710 – Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring
 12. ASTM F 1482 – Standard Practice for Installation and Preparation of Panel Type Underlayments to Receive Resilient Flooring
 13. ASTM F 1861 – Standard Specification for Resilient Wall Base
 14. ASTM F 1869 – Standard Test Method for Measuring Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride
 15. ASTM F 2170 – Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in situ Probes
 16. ASTM F 2419 – Standard Practice for Installation of Thick Poured Gypsum Concrete Underlayments and Preparation of the Surface to Receive Resilient Flooring
 17. ASTM F 2471 – Standard Practice for Installation of Thick Poured Lightweight Cellular Concrete Underlayments and Preparation of the Surface to Receive Resilient Flooring
 18. ASTM F 2659 – Standard Guide for Preliminary Evaluation of Comparative Moisture Condition of Concrete, Gypsum Cement and other Floor Slabs and Screeds Using a Non- Destructive Electronic Moisture Meter
 19. ASTM F 2678 – Standard Practice for Preparing Panel Underlayments, Thick Poured Gypsum Concrete Underlayments, Thick Poured Lightweight Cellular Concrete Underlayments, and Concrete Subfloors with Underlayment Patching Compounds to Receive Resilient Flooring
 20. ASTM F 3191 – Standard Practice for Field Determination of Substrate Water Absorption (Porosity) for Substrates to Receive Resilient Flooring
- F. National Fire Protection Association (NFPA):
1. NFPA 253 – Test Method for Critical Radiant Flux of Floor-Covering Systems Using a Radiant Heat Energy Source
 2. NFPA 258 – Test Method for Specific Optical Density of Smoke Generated by Solid Materials
- G. Standards Council of Canada:
1. CAN/ULC S102 – Standard Method of Test for Surface Burning Characteristics of Building Materials and Assemblies
- H. American Association of Textile Chemists and Colorists (AATCC):
1. AATCC 16E – Colorfastness to Light
 2. AATCC 107 – Colorfastness to Water
 3. AATCC 134 – Electrostatic Propensity of Carpets
 4. AATCC 165 – Colorfastness to Crocking: Textile Floor Coverings Crockmeter Method

1.04 SUBMITTALS

- A. ~~General: Submit each item in this Article according to the "Conditions of the Contract" and Division 1 Specification Sections.~~
- B. Product Data: Submit three (3) copies of the manufacturer's technical data and installation recommendations for each type of flooring and accessory products specified.

Section 1.04
A of this
specification
has been
deleted.
Provide all
submittals to
the Owner's
representative
in lieu of 1.04
A.

- C. Shop Drawings:
 - 1. Submit shop drawings showing layout, locations of seams, edges, columns, doorways, enclosing partitions, built-in furniture, cabinets, and cutouts.
 - 2. Show details of profiles and product components, including anchorage, accessories, finish colors, patterns and textures.
- D. Samples: Submit three (3) sets of samples of each type, color and finish of flooring and accessory products specified, with an indication of full range of color, pattern and texture variation. Provide samples with a minimum size of 6" x 9" for flooring products and 6" in length for accessories.
- E. Quality Assurance Submittals:
 - 1. Submit three (3) copies of the manufacturer's Product Technical Data Sheet, specifying performance characteristics, criteria and physical requirements.
 - 2. Submit three (3) copies of the manufacturer's written installation recommendations.
- F. Closeout Submittals:
 - 1. Submit three (3) copies of the maintenance and operations data. This should include methods for maintaining the installed products and any precautions against cleaning materials or methods that are detrimental to the product and their performance.
 - 2. Submit three (3) copies of the warranty as specified herein.
 - 3. Installer Certification: Submit proof of certification from the manufacturer certifying that the installers comply with the specified requirements.
- G. Replacement Material: After completion of work, deliver to project site replacement materials from the same manufactured lot as materials installed. Package materials with protective covering and identify each with descriptive labels.
 - 1. Flooring Materials: No less than 50 square feet of each type, pattern and color installed.
 - 2. Accessories: No less than 10 linear feet for each 500 linear feet or fraction thereof each different type and color installed.

1.05 QUALITY ASSURANCE

- A. Manufacturer: Whenever possible, provide each type of flooring as provided by a single manufacturer, including recommended primers, adhesives, sealants, patching and leveling compounds.
- B. Pre-Installation Meetings: Conduct pre-installation meeting to verify project requirements, substrate conditions, manufacturer's installation and floor care recommendations and manufacturer's warranty requirements. Comply with requirements according to the "Project Management and Coordination" in Division 1 Project Meetings Section.
- C. Pre-Installation Testing: Conduct and document pre-installation testing as specified by manufacturer in accordance with the latest version of the specified test methods.
 - 1. Substrate Porosity Testing: ASTM F 3131 – Standard Practice for Field Determination of Substrate Water Absorption (Porosity) for Substrates to Receive Resilient Flooring.
 - 2. pH testing: ASTM F 710 – Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring.
 - 3. In-situ Relative Humidity Testing: ASTM F 2170 – Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in situ Probes.
 - 4. Calcium Chloride Testing: ASTM F 1869 – Standard Test Method for Measuring Moisture Vapor Emissions Rate of Concrete Subfloor Using Anhydrous Calcium Chloride.
 - 5. Surface Moisture Testing: ASTM F 2659 – Standard Guide for Preliminary Evaluation of Comparative Moisture Condition of Concrete, Gypsum Cement and other Floor Slabs and Screeds Using a Non- Destructive Electronic Moisture Meter.
 - 6. Bond Testing: Conduct testing and document results in accordance with the manufacturer's recommendations.
- D. Flooring Contractor Qualifications:

No testing will be required for this work.

1. The awarded flooring contractor shall be an established firm, experienced in the installation of the specified product and shall have access to all manufacturer's required specifications, technical, installation and maintenance related documents.
- E. Installer Qualifications: Installer experienced in performing work of this section who has specialized in installation of work similar to that required for this project.
 1. Engage installers certified by Forbo as a "Forbo Certified Modular Technician."
 2. Proof of valid certification must be submitted to the General Contractor and verified by Forbo prior to the start of the project.
 3. Forbo Certified Modular Technicians must be present on the jobsite daily.
- F. Regulatory Requirements: Provide flooring products with the following fire performance characteristics as determined by testing identical products in accordance with the latest version of ASTM method indicated below by a certified testing laboratory or another testing and inspecting agency acceptable to authorities having jurisdiction.
 1. ASTM E 648 – Standard Test Method for Critical Radiant Flux of Floor-Covering Systems Using a Radiant Heat Energy Source or NFPA 253 – Test Method for Critical Radiant Flux of Floor-Covering Systems Using a Radiant Heat Energy Source.
 2. ASTM E 662 – Standard Test Method for Specific Optical Density of Smoke Generated by Solid Materials or NFPA 258 – Test Method for Specific Optical Density of Smoke Generated by Solid Materials.
 3. ASTM D 2859 – Standard Test Method for Ignition Characteristics of Finished Textile Floor Coverings (Pill Test)
- G. Post-Installation Meetings: Conduct post-installation meetings to review methods and procedures related to floor care and warranty requirements.

1.06 WARRANTY

- A. Project Warranty: Comply with requirements according to the "Conditions of the Contract" in Division 1 Closeout Submittals Warranty Section for project warranty provisions.
- B. Manufacturer's Warranty: Submit the manufacturer's standard warranty document executed by authorized company official for Owner's acceptance. Manufacturer's warranty is in addition to, and not a limitation of, other rights Owner may have under Contract Documents.
 1. Warranty Period: Twenty (20) year limited warranty commencing on Date of Original Purchase from manufacturer.
- C. Installation Warranty: Submit the flooring contractor's installation warranty signed by the General Contractor and Installer for Owner's Acceptance, agreeing to repair or replace work which has failed as a result of defects in workmanship. Failure shall include, but not limited to, tearing, cracking, separation, deterioration or loosening from substrate, seam failure, ripples, bubbling or puckering. Upon notification of such installation deficiencies, within the warranty period, make necessary repairs or replacement at the convenience of the Owner. Other guaranties or warranties may not be substituted by the Contractor for the terms of this warranty. Installation warranty is in addition to, and not a limitation of, other rights Owner may have under Contract Documents.
 1. Warranty Period: Two (2) year limited warranty commencing on Date of Substantial Completion from flooring contractor.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. ~~General: Comply with the Division 1 Product Requirements Sections.~~
- B. Ordering: Comply with the manufacturer's ordering instructions and lead time requirements to avoid construction delays.
- C. Delivery: Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.
- D. Storage and Protection: Store materials protected from exposure to harmful weather conditions and at temperature and humidity conditions recommended by manufacturer.

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1.07A has
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specification

1. All materials (flooring, adhesives and accessories) should be stored in areas that are fully enclosed and weathertight. The permanent HVAC should be fully operational and controlled and set at a minimum temperature 65° F (18.3° C). If this is not possible, the areas should be acclimated and controlled by means of temporary HVAC to the service level conditions expected during occupancy. The temperature and humidity should range from 75° F $\pm$ 10°F (23.9° C $\pm$ 5.5° C) with a 50% $\pm$ 10% ambient relative humidity.
2. Store modular cartons stacked per the manufacturer's recommendations.
3. Comply with the manufacturer's recommendation for the acclimation of all materials in the space where they will be installed for at least 48 hours prior to the installation unless longer conditioning periods are required by the manufacturer.

1.08 PROJECT CONDITIONS

A. Environmental Requirements/Conditions:

1. Areas to receive material should be clean, fully enclosed and weather tight. The permanent HVAC should be fully operational and controlled and set at a minimum temperature 65° F (18.3° C). If this is not possible, the areas should be acclimated and controlled by means of temporary HVAC to the service level conditions expected during occupancy. The temperature and humidity should range from 75° F $\pm$ 10°F (23.9° C $\pm$ 5.5° C) with a 50% $\pm$ 10% ambient relative humidity. These conditions **MUST** be established at least seven days prior to beginning the installation, maintained during the installation, and continued for at least seven days following the installation.
2. The flooring material should be conditioned in the same manner for at least 48 hours prior to the installation.
3. Substrate evaluation and preparation should not begin until a stable, conditioned environment has been established as described in this section.
4. Areas to receive flooring must have adequate lighting to allow for proper inspection and preparation of the substrate, installation of the flooring and final inspection.

B. Temperature Requirements: Maintain air temperature in spaces where products will be installed for time period before, during, and after installation as recommended by manufacturer.

1. Temperature Conditions: 65° F (18.3° C) for at least seven days prior to beginning the installation, maintained during the installation, and continued for at least seven days following the installation.

C. Substrate Conditions:

1. Existing Conditions: Existing concrete substrates.
2. Concrete Curing: Do not install flooring over concrete substrates until substrates have cured and are dry to bond with adhesive as determined by the concrete and flooring manufacturer's recommendations.
3. Testing Results: Flooring Contractor shall conduct and document pre-installation testing as specified by manufacturer in accordance with the latest version of the specified test methods.
 - a. Substrate Porosity Testing: ASTM F 3131 – Standard Practice for Field Determination of Substrate Water Absorption (Porosity) for Substrates to Receive Resilient Flooring.
 - b. pH testing: ASTM F 710 – Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring.
 - c. In-situ Relative Humidity Testing: ASTM F 2170 – Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in situ Probes.
 - d. Calcium Chloride Testing: ASTM F 1869 – Standard Test Method for Measuring Moisture Vapor Emissions Rate of Concrete Subfloor Using Anhydrous Calcium Chloride.
 - e. Surface Moisture Testing: ASTM F 2659 – Standard Guide for Preliminary Evaluation of Comparative Moisture Condition of Concrete, Gypsum Cement and other Floor Slabs and Screeds Using a Non-Destructive Electronic Moisture Meter.
 - f. Bond Testing: Conduct testing and document results in accordance with the manufacturer's recommendations.
4. Close spaces to traffic during flooring installation and for time period after installation recommended in writing by the manufacturer.
5. Installation should not begin until the work of all other trades has been completed, especially overhead trades.
6. Where demountable partitions and other items are indicated for installation on top of flooring material, install flooring material before these items are installed.

No testing will be required for this work.

- D. Field Measurements: Flooring Contractor must verify actual measurements/openings by field measurements before fabrication; show recorded measurements on shop drawings. Coordinate field measurements and fabrication schedule with construction progress to avoid construction delays.

PART 2 PRODUCTS

2.01 MODULAR CARPETING – FORBO FLOORING SYSTEMS

- A. Manufacturer Address:
1. US Headquarters
8 Maplewood Dr.
Hazleton, PA 18202
Phone: 1-800-842-7839
www.forboflooringNA.com
- B. Representative Contact:
1. Chris Vance, AIA, LEED AP
Sales Executive
Mobile: 802-310-0201
Email: chris.vance@forbo.com
- C. Proprietary Product Information:
1. Material Name: Flotex Metro, Penang, Stratus.
 2. Description: Flocked high performance carpet tile with a 100% nylon type 6.6 wear layer with an intermediate fiberglass layer and a recycled vinyl cushioned backing.
 3. Size: Approximately 19.69" x 19.69" (50cm x 50cm)
 4. Gauge: 5.3mm (0.21")
 5. Backing: Vinyl
 6. Color and Pattern: Colors and patterns shall be selected by Architect. Patterns shall be defined in any given area, applied in stripes, diagonals, checkerboard pattern and other designs as determined by the Architect. All selections shall be made from the manufacturer's full product lines (including premium colors). See Architectural drawings for color schedule list in reference to this material.
 - a. See drawing A9.30 for colors and/or patterns.
 7. Adhesive: as recommended by manufacturer for substrate.
- D. Proprietary Product Information:
1. Material Name: Flotex Seagrass, Triad, Vision -Shape.
 2. Description: Flocked high-performance carpet plank with a 100% nylon type 6.6 wear layer with an intermediate fiberglass layer and a recycled vinyl cushioned backing.
 3. Size: Approximately 9.8" x 39.37" (25cm x 100cm)
 4. Gauge: 5.3mm (0.21")
 5. Backing: Vinyl
 6. Color and Pattern: Colors and patterns shall be selected by Architect. Patterns shall be defined in any given area, applied in stripes, diagonals, checkerboard pattern and other designs as determined by the Architect. All selections shall be made from the manufacturer's full product lines (including premium colors). See Architectural drawings for color schedule list in reference to this material.
 - a. See drawing A9.30 for colors and/or patterns.
 7. Adhesive: as recommended by manufacturer for substrate.

2.02 ACCESSORIES

- A. Metal Edge Strips: Strips shall be of width shown and of required thickness to protect the exposed edge of the flooring with units in maximum length available to minimize the number of joints.
1. Colors and patterns as selected by Architect.
- B. Floor Care Products: Provide products as required in Section 3.7 Cleaning.

1. Specify cleaning chemicals and equipment as recommended by manufacturer.

2.03 PRODUCT SUBSTITUTIONS

- A. Substitutions: Owner's proprietary products, under provisions of Massachusetts General Laws, Chapter 30, Section 39M(b) the Owner has determined that specific products shall be proprietary for 'sound reasons in the public interest'. This determination has been made under vote of the Owner, and has been recorded in writing for public record.
- B. Contractor's substitutions for designated proprietary products will require complete and full information for Architect's and Owner's evaluation. Contractor should carefully schedule substitutions for proprietary products to permit the review and evaluation process. Failure to submit complete data will cause delays in approvals of substitutions. No change in Contract Schedule, or increase in Contract Sum will be made to compensate for rejected substitutions and re-submittals.

2.04 RELATED MATERIALS

- A. Related Materials: Refer to other sections for related materials as follows.
 1. Concrete: Refer to Division 3 Concrete Sections for cast-in-place concrete, concrete toppings, and cementitious underlayments.
 2. Finishes: Refer to Division 9 Finishes Section for maintenance of flooring.
 3. Resilient Flooring Accessories: Refer to Division 9 Finishes Sections for resilient wall bases, reducer strips, metal edge strips and other resilient flooring accessories.
 4. Expansion Joint Covers: Refer to Division 10 Specialties Section for expansion joint covers to be used with resilient flooring.

2.05 SOURCE QUALITY

- A. Source Quality: Obtain flooring product materials from a single manufacturer.

PART 3 EXECUTION

3.01 MANUFACTURER'S RECOMMENDATIONS

- A. Compliance: Comply with manufacturer's product technical data, including product technical bulletins, installation recommendations and floor care recommendations.

3.02 INSPECTION

- A. Site Verification of Conditions: The Flooring Contractor and Installer shall examine and verify conditions previously described in other sections under which flooring and accessories are to be installed to be in accordance with the manufacturer's installation recommendations and must notify the General Contractor in writing of conditions detrimental to proper and timely completion of work. Work shall not proceed until all unsatisfactory conditions are corrected to acceptable conditions to the Owner and Architect.
- B. Material Inspection: Visually inspect all materials prior to installation in accordance with the manufacturer's installation recommendations. Material with visual defects shall not be installed and shall not be considered as a legitimate claim if they are installed.

3.03 PREPARATION

- A. General: Comply with manufacturer's written installation recommendations for preparing substrates indicated to receive flooring products and accessories.
- B. Adjacent Surfaces Protection: Protect adjacent work areas and finish surfaces from damage during product installation.
- C. Surface Preparation:

1. General: Prepare substrate in accordance with manufacturer's recommendations and ASTM industry standards. Work shall not proceed until all unsatisfactory conditions are corrected to acceptable conditions to the Owner and Architect.
2. Substrate: Substrates to receive flooring must be structurally sound, rigid, smooth, flat, clean, and permanently dry. The substrates must be free of all foreign materials including, but not limited to, dust, solvent, paint, wax, oils, grease, residual adhesive, adhesive removers, film-forming curing compounds, silicate penetrating curing compounds, sealing, hardening or parting compounds, alkaline salts, excessive carbonation or laitance, mold, mildew, and other foreign materials that might affect the rate of moisture dissipation from the concrete, the adhesion of flooring to the concrete or cause a discoloration of the flooring from below.
3. Concrete Substrate: Concrete substrates shall be cured per the concrete manufacturer's recommendations. They must have a minimum compressive strength of 3,000 psi and a minimum dry density of 150 pounds per cubic foot. Refer to Division 3 Concrete Sections for patching, repairing crack materials and leveling compounds with Portland cement-based compounds.
 - a. Refer to Division 3 Concrete Sections for cast-in-place concrete, concrete toppings, and cementitious underlayments.
 - b. Reference Standard: Comply with the latest version of ASTM F 710 – Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring.
- D. Substrate Testing: In order to ensure that the moisture condition of concrete substrates is within acceptable limits, it is essential that moisture testing be conducted and documented on ALL concrete substrates regardless of age or grade level, including those where resilient flooring has already been installed. Moisture testing should only be conducted once a stable, conditioned environment has been established in accordance with the latest version of the specified test methods. All other testing types shall be conducted on all substrate types. A diagram of the area showing the location and results of each test should be submitted to the Architect, General Contractor or End User. If at the time of testing the test results exceed the limitations set forth by the flooring manufacturer, the installation must not proceed until the problem has been corrected. The Contractor responsible for the substrate shall be responsible for the costs associated with analysis of the substrate and subsequent remediation requirements.
 1. Surface Moisture Testing: ASTM F 2659 – Standard Guide for Preliminary Evaluation of Comparative Moisture Condition of Concrete, Gypsum Cement and other Floor Slabs and Screeds Using a Non- Destructive Electronic Moisture Meter.
 - a. Conduct testing at each calcium chloride test location as the calcium chloride test is being placed.
 - b. The concrete surface must be dry and have a value of 5 or less when using Forbo FST 1299 adhesive.
 2. In-situ Relative Humidity Testing: ASTM F 2170 – Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in situ Probes.
 - a. Conduct three (3) tests for the first 1,000 square feet (100 square meters) and at least one additional test for each additional 1,000 square feet (100 square meters).
 - b. The concrete internal relative humidity must not exceed 85% when using Forbo FRT 950, FRS 885, or Sustain 885m adhesive.
 - c. The concrete internal relative humidity must not exceed 75% when using Forbo T 940 adhesive.
 - d. The concrete internal relative humidity must not exceed 95% when using Forbo Sustain 1195 adhesive.
 - e. The concrete internal relative humidity must not exceed 95% when using Forbo FST 1299 adhesive.
 - f. The concrete internal relative humidity must not exceed 80% when using Forbo 660 adhesive.
 3. Calcium Chloride Testing: ASTM F 1869 – Standard Test Method for Measuring Moisture Vapor Emissions Rate of Concrete Subfloor Using Anhydrous Calcium Chloride.
 - a. Conduct three (3) tests for the first 1,000 square feet (100 square meters) and at least one additional test for each additional 1,000 square feet (100 square meters).
 - b. The concrete moisture vapor emissions must not exceed 8.0 lbs. per 1,000 square feet in 24 hours when using Forbo FRT 950, FRS 885 or Sustain 885m adhesive.
 - c. The concrete moisture vapor emissions must not exceed 5.0 lbs. per 1,000 square feet in 24 hours when using Forbo T 940 adhesive.
 - d. The concrete moisture vapor emissions must not exceed 10.0 lbs. per 1,000 square feet in 24 hours when using Forbo Sustain 1195 adhesive.

No testing will be required for this work.

- e. Remove this testing if using FST 1299.
- f. The concrete moisture vapor emissions must not exceed 6.0 lbs. per 1,000 square feet in 24 hours when using Forbo 660 adhesive.
- 4. Substrate Porosity Testing: ASTM F 3131 – Standard Practice for Field Determination of Substrate Water Absorption (Porosity) for Substrates to Receive Resilient Flooring.
 - a. Conduct testing in accordance with the manufacturer's recommendations in various locations throughout the area where flooring is to be installed. Although the number of tests required may vary, enough tests should be performed to allow an evaluation of the entire area where material will be installed.
 - b. Water should penetrate into the substrate within 5 – 10 minutes to be considered acceptable. If water penetrates too rapidly or too slowly, adjustments to the substrate must be made to provide the proper surface profile. Substrates determined to be overly porous, dusty or generally insufficient may need to be primed using a primer according to the manufacturer's recommendations to regulate the porosity level of the substrate.
- 5. pH testing: ASTM F 710 – Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring.
 - a. Conduct testing at each calcium chloride test location as the calcium chloride tests are removed.
 - b. The surface pH of the concrete must not exceed a pH of 10.0 when using Forbo FRT 950, FRS 885, T 940, or Sustain 885m adhesive. Concrete surfaces with pH readings less than 7.0 or above 10.0 will require remediation prior to installation.
 - c. The surface pH of the concrete must not exceed a pH of 11.0 when using Forbo Sustain 1195 adhesive. Concrete surfaces with pH readings less than 7.0 or above 11.0 will require remediation prior to installation.
 - d. The surface pH of the concrete must not exceed a pH of 12.0 when using Forbo FST 1299 adhesive. Concrete surfaces with pH readings less than 8.0 or above 12.0 will require remediation prior to installation.
 - e. The surface pH of the concrete must not exceed a pH of 9.0 when using Forbo 660 adhesive. Concrete surfaces with pH readings less than 7.0 or above 9.0 will require remediation prior to installation.
- 6. Bond Testing
 - a. Conduct testing in accordance with the manufacturer's recommendations in various locations throughout the area where flooring is to be installed. Although the number of tests required may vary, enough tests should be performed to allow an evaluation of the entire area where material will be installed.
 - b. When evaluating adhesive mat bond tests using Forbo FRT 950 or FST 1299 adhesive, light to moderate force should be required to remove the test sample. The anticipated failure mode should be adhesion (between the material and the adhesive).
 - c. When evaluating adhesive mat bond tests using Forbo T 940, FRS 885, Sustain 885m or Sustain 1195 adhesive, significant force should be required to remove the test sample. The bond failure should occur within the adhesive layer when the test sample is removed. There should be approximately the same amount of adhesive on the substrate and the material backing.]
 - d. When evaluating adhesive mat bond tests using Forbo 660 adhesive, the point of failure during bond testing should be in the material. The anticipated result is that the material will be destroyed when removing the sample.

3.04 INSTALLATION

- A. Material Installation: Flotex® Modular has a directional pattern which may be installed either with the arrows running in the same direction, alternating directions (quarter turned) or in opposite directions (half turned). Always confirm the recommended Flotex® Modular installation direction before beginning the installation. After establishing the starting lines, spread the adhesive using a 3/8" nap roller for releasable installations or the recommended trowel for permanent installations ensuring enough adhesive is being applied (refer to the spread rate on the adhesive bucket lid sticker). Be sure to spread adhesive all the way to the starting line without leaving any voids. For releasable installations, allow the adhesive to turn clear and dry to the touch before installing the flooring. After turning clear, the flooring **MUST** be placed into the adhesive within four (4) hours. For permanent installations, tiles must be installed into wet adhesive. Do not spread adhesive in an area larger than can be

installed while ensuring 100% wet transfer to the backing of the material. Begin laying tiles at the starting point, ensuring that the tile is placed exactly along the layout lines. If the first few tiles are not installed accurately, the entire installation will be affected. Immediately roll the flooring in all directions using a 100 lb. roller to ensure proper adhesive transfer. Additional rolling is required during adhesive setup to ensure that the material is flat and fully adhered. The use of a three-section wall roller or steel seam roller is required at walls, under toe kicks or anywhere the full weight of a 100 lb. roller cannot access or be applied.

- B. Releasable Adhesive Application: Use roller recommended by flooring manufacturer for Forbo FRT 950, FST 1299 adhesive.
 - 1. 3/8" nap roller.
 - 2. Spread rate is approximately 300 ft²/gallon.
- C. Permanent Adhesive Application: Use trowel recommended by flooring manufacturer for Forbo T 940, FRS 885, Sustain 885m or Sustain 1195 adhesive.
 - 1. 1/16" x 1/16" x 1/16" square notch trowel.
 - 2. Spread rate is approximately 125 ft²/gallon.
- D. Permanent Adhesive Application: Use trowel recommended by flooring manufacturer for Forbo 660 adhesive.
 - 1. 1/16" x 1/16" x 1/16" square notch trowel.
 - 2. Spread rate is approximately 110-120 ft²/gallon.
- E. Installation Techniques:
 - 1. Where demountable partitions and other items are indicated for installation on top of finished flooring, install flooring before these items are installed.
 - 2. Scribe, cut, fit flooring to butt tightly to vertical surfaces, permanent fixtures and built-in furniture, including pipes, outlets, edgings, thresholds, nosings, and cabinets.
 - 3. Extend flooring into toe spaces, door reveals, closets, and similar openings.
 - 4. Install flooring on covers for telephone and electrical ducts, and similar items occurring within finish floor areas. Maintain overall continuity of color and pattern with pieces of flooring installed on these covers.
 - 5. Do not install resilient flooring over expansion joints. Use expansion joint covers manufactured for use with resilient flooring. Refer to other specification sections for expansion joint covers.
 - 6. Adhere resilient flooring to substrate without producing open cracks, voids, raising and puckering at joints, telegraphing of adhesive spreader marks, or other surface imperfections in completed installation.
 - a. Use adhesive applied to the substrate in compliance with the flooring manufacturer's recommendations, including those for proper spreading of the adhesive, adhesive missing and adhesive open and working times.
 - 7. Immediately roll the flooring in all directions using a 100 lb. roller to ensure proper adhesive transfer. Additional rolling is required during adhesive setup to ensure that the material is flat and fully adhered. The use of a three-section wall roller or steel seam roller is required at walls, under toe kicks or anywhere the full weight of a 100 lb. roller cannot access or be applied.
- F. Finish Flooring Patterns: Specify patterns as selected and detailed by Architect. See Floor Finish Plans for product locations.

3.05 FIELD QUALITY REQUIREMENTS

- A. ~~Manufacturer's Field Services: Upon request of the Owner, General Contractor or Architect, and with at least 72 hours' notice, provide manufacturer's field service consisting of product use recommendations and periodic site visit for inspection of product installation in accordance with manufacturer's recommendations.~~
 - ~~1. Site Visits: (4) 1 hour long periodic site visits.~~

3.06 PROTECTION

- A. Protection: Do not allow heavy traffic or rolling loads for at least 72 hours following the installation. Additional time may be necessary if the installation is over a non-porous substrate. Protect installed product and finish surfaces from damage during construction. Remove and legally dispose of protective covering at time of Substantial Completion.

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this
specification

3.07 CLEANING

- A. Initial Maintenance: In order to allow the adhesive to dry and cure properly, wait a minimum of five days following the installation before conducting wet cleaning procedures or initial maintenance. Additional time may be necessary if the installation is over a non-porous substrate.
- B. Procedure:
 - 1. Remove temporary coverings and protection of adjacent work areas. Repair or replace damaged installed products. Clean installed products in accordance with manufacturer's recommendations prior to Owner's acceptance. Remove construction debris from project site and legally dispose of debris.
 - 2. Remove visible adhesive and other surface blemishes using cleaning methods recommended by floor manufacturer.
 - 3. Remove all surface soil, debris, sand and grit by vacuuming using a dual motor upright vacuum with a rotating brush. The brush should be approximately 1/8" below the vacuum cleaner casing to ensure proper agitation. Make several passes with the vacuum cleaner to ensure that all loose dirt is removed. Vacuum action should be fast forward and slow backward.
 - 4. Flotex® requires regular care to keep it clean and prevent the accumulation of dirt and soil. Proper cleaning, such as daily vacuuming and routine hot water extraction, can reduce contamination to virtually non-existent levels. Identify sources of soiling and react to spills immediately, before they dry.
 - 5. Spot clean if necessary, by using the "Scrape, Scrub and Rinse" procedures.
- C. "Scrape, Scrub, And Rinse" Spotting Procedure:
 - 1. Scrape up spills using a spatula or blunt edged scraper and wipe excess soil onto a cloth.
 - 2. Apply a liberal amount of clean water to the spot.
 - 3. Using a spatula, scrape the water and the remains of the spill into a paper towel or cloth. Keep scraping with the spatula until the spill is completely removed.
 - 4. If the spill or stain is not completely removed, apply a general-purpose spotter cleaner to a white cotton cloth and rub it into the spot. Do not be afraid to use aggressive scrubbing to remove set-in spills. A soft wire brush can be used to remove scuff marks or other set in spills. Refer to the list at the end of this section for recommended products. Be certain not to leave any detergent residue when cleaning. Any chemicals applied to the flooring must be removed. No more than 1 oz. per gallon should be used. The most common problem when caring for Flotex® is the over use of cleaning chemicals. The buildup of chemicals and cleaners will de-luster the Flotex® fibers and leave a dull appearance. Chemical buildup also attracts dirt faster and speeds soiling.
 - 5. Using a spatula, scrape the water, any cleaner and the remains of the spill into a paper towel or cloth. Keep scraping with the spatula until the spill or stain is completely removed.
 - 6. Rinse the area thoroughly with clean water to ensure that any cleaning solution is completely removed.
 - 7. A spotter machine may be used to perform rinsing throughout the spot cleaning process.
 - 8. Allow a minimum of three hours drying time before traffic is allowed on the floor surface again. If traffic is allowed on the floor before it has completely dried, the fibers are more susceptible to attract soil, requiring additional cleaning procedures in these areas to achieve the desired result.

3.08 INITIAL MAINTENANCE PROCEDURES

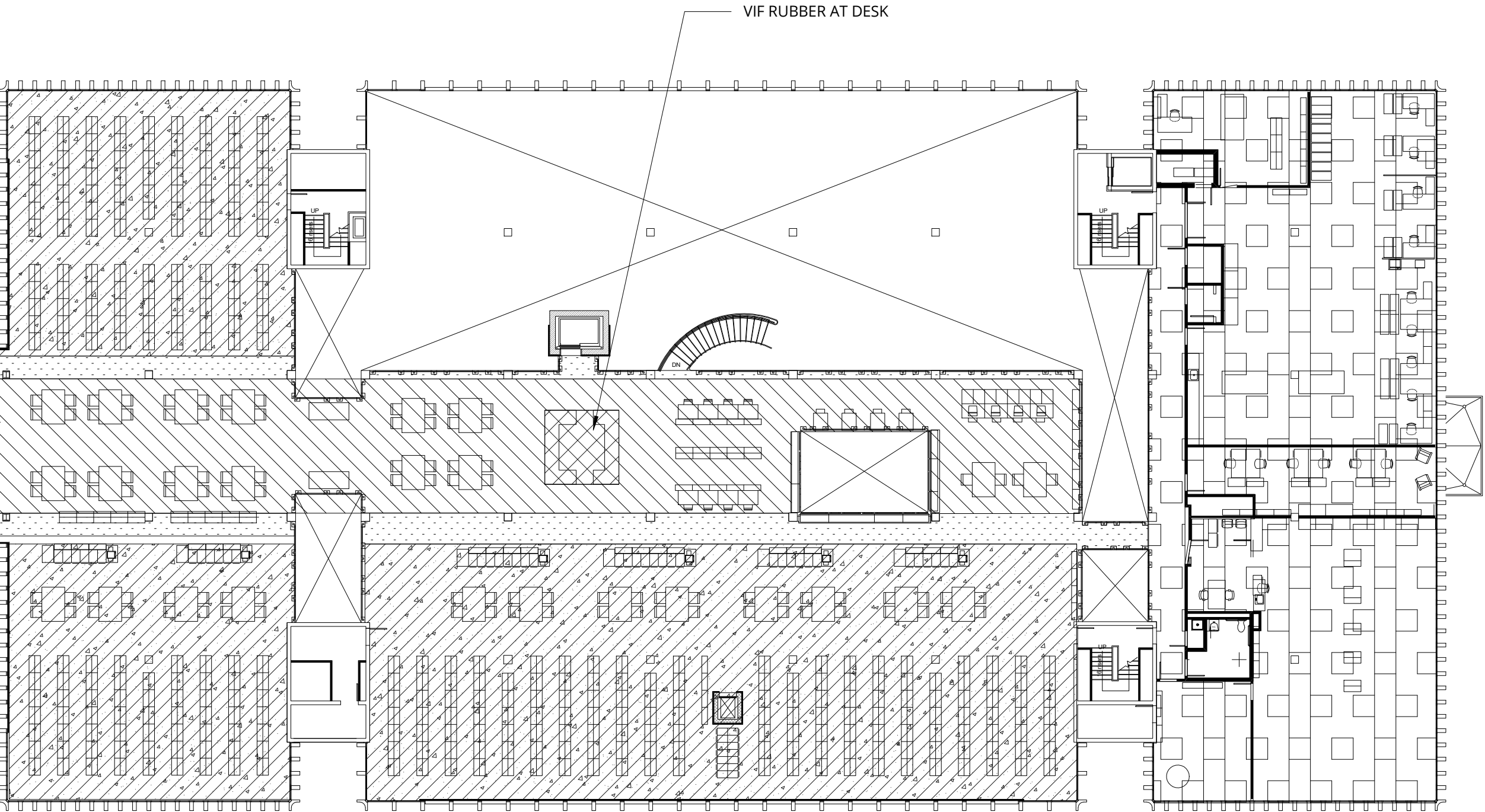
- A. General: Include in Contract Sum Amount cost for initial maintenance procedures and execute procedures after flooring installation as recommended by flooring manufacturer.
- B. Initial maintenance to be conducted by awarded Flooring Contractor.

END OF SECTION 09 68 13

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Base Scope 3rd Floor
flooring replacement:

The Owner would like to have Flowtex carpeting and Nora rubber flooring installed on the Third Floor of the existing library as shown on the attached PDF's. Scope should include demo of existing and floor prep for new. Demo of the existing flooring will be completed around all fixed furniture and shelving. The Owner will have all tables and chairs moved when requested by the contractor in preparation for the start of work.



FINISH KEY

	ETR
	RF-1 FORBO - FLOTEX STRATUS - SULPHUR
	RF-2 FORBO - FLOTEX PENANG - ASH
	RF-3 FORBO - FLOTEX STRATUS - ONYX
	RF-7 FORBO - FLOTEX SEAGRASS - CHARCOAL
	RF-20 RUBBER UNDER DESK NORA - 3MM NORAPLAN SENTICA APPLIED W/ DRYFIX TAPE

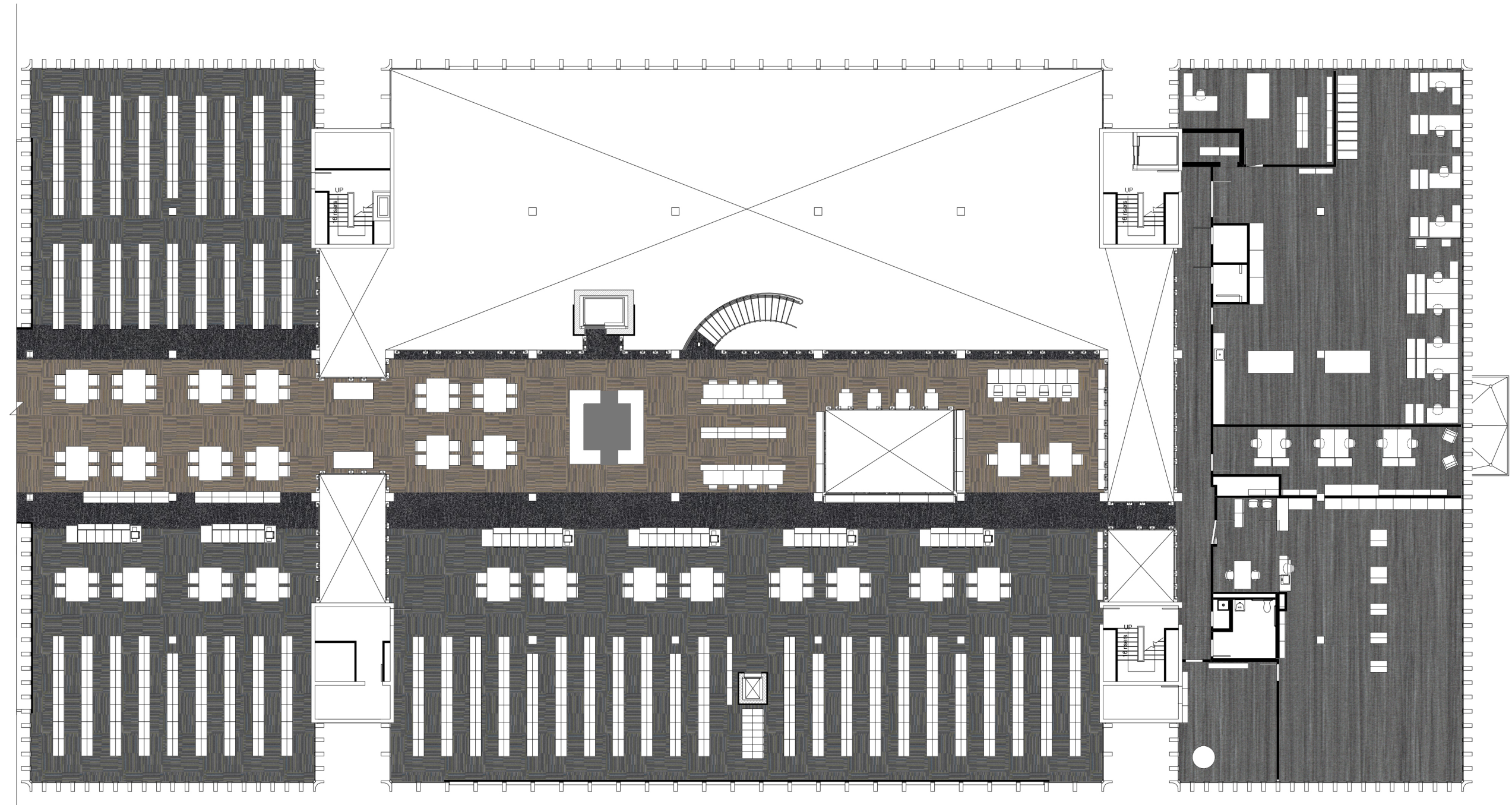
LLB

ARCHITECTS

Lerner Ladds Bartels
Pawtucket, RI
Worcester, MA
www.LLBarch.com

THIRD FLOOR - FINISH PLAN

SKA-22.2

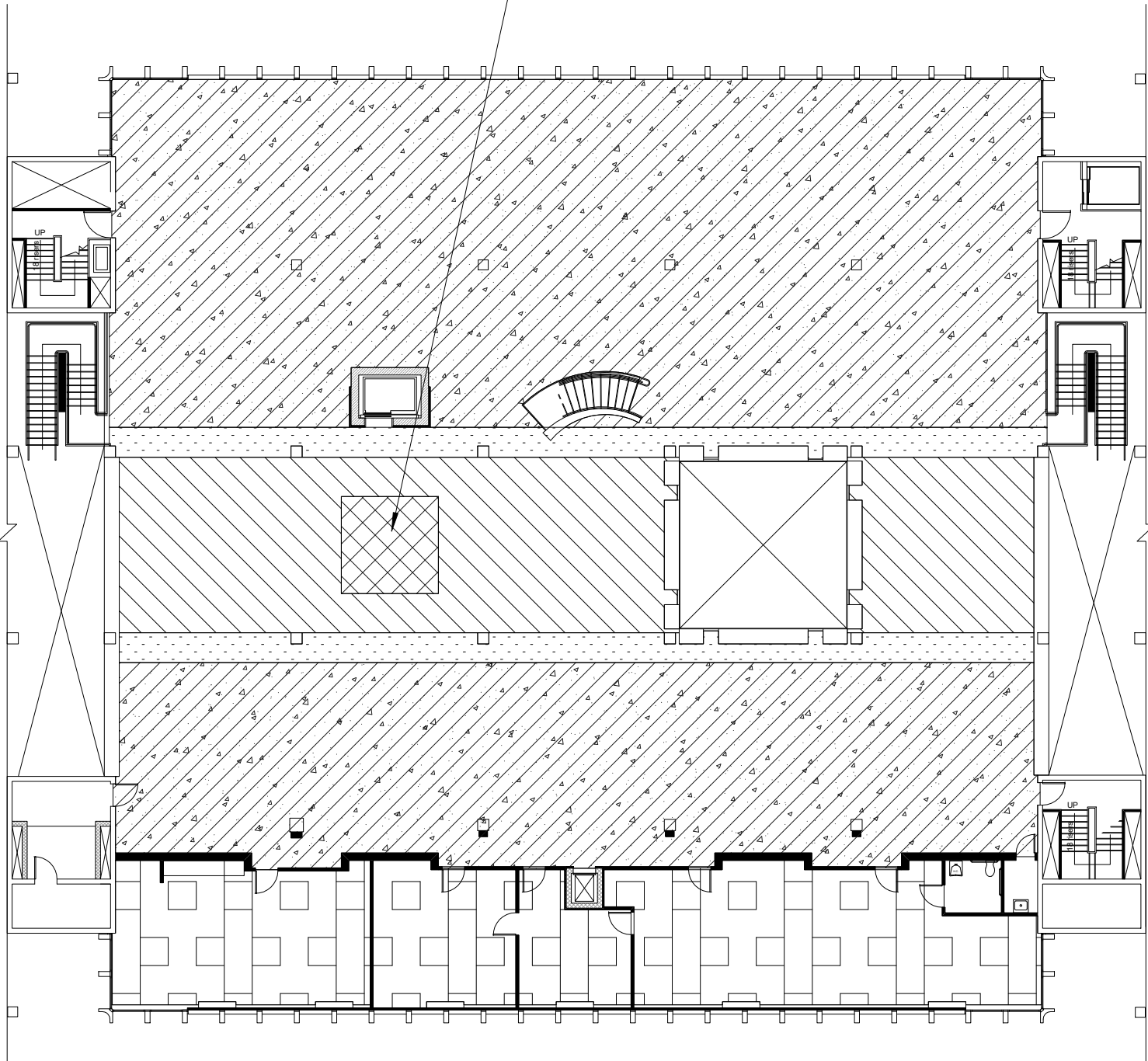


Third Floor

Add Alternate 1 2nd Floor
flooring replacement:

The Owner would like to have additional Flowtex carpeting and Nora rubber flooring installed on the Second Floor of the existing library as shown on the attached PDF's. Scope should include demo of existing and floor prep for new. Demo of the existing flooring will be completed around all fixed furniture and shelving. The Owner will have all tables and chairs moved when requested by the contractor in preparation for the start of work.

VIF RUBBER AT DESK

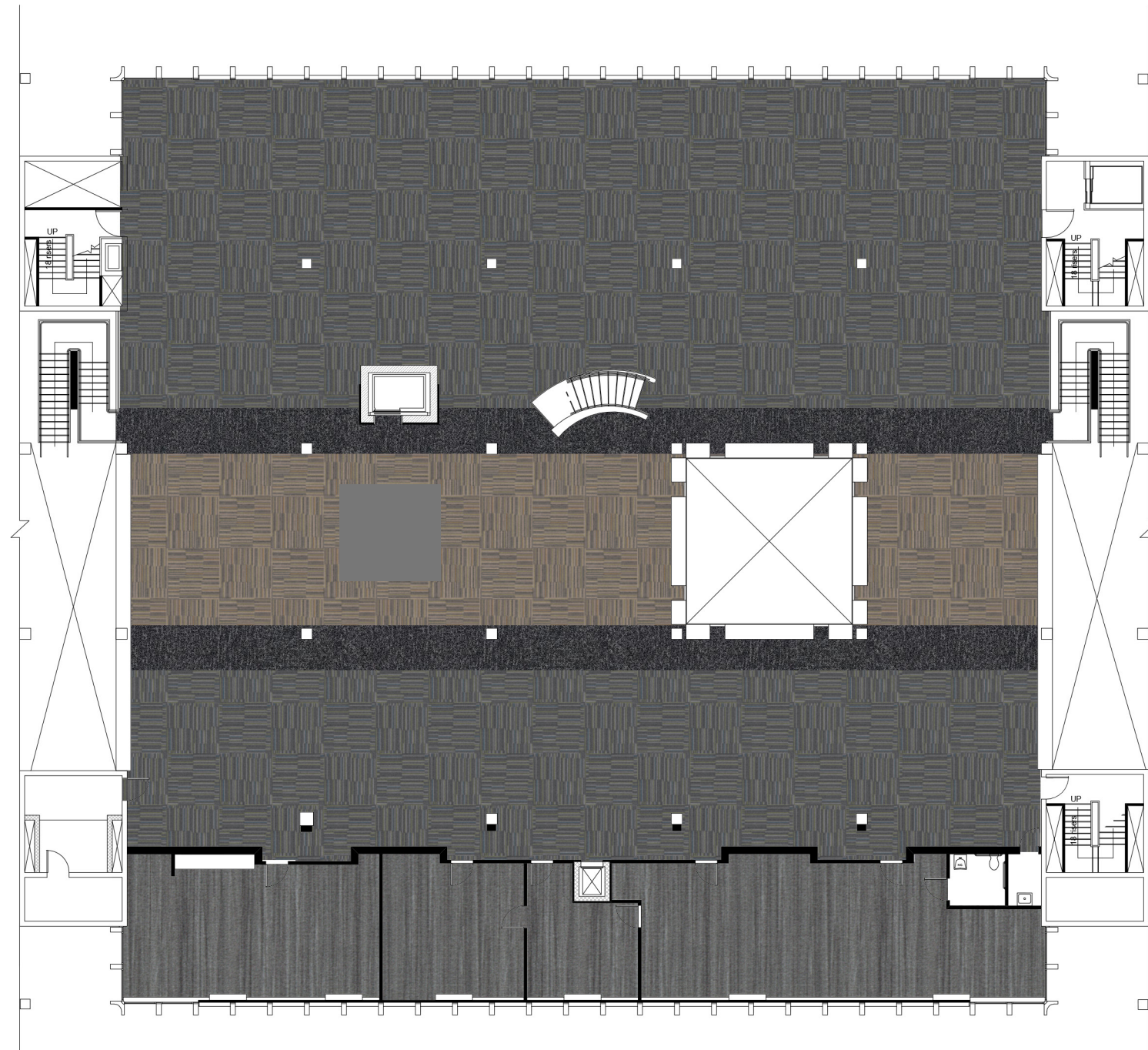


FINISH KEY

	ETR
	RF-1 FORBO - FLOTEX STRATUS - SULPHUR
	RF-2 FORBO - FLOTEX PENANG - ASH
	RF-3 FORBO - FLOTEX STRATUS - ONYX
	RF-7 FORBO - FLOTEX SEAGRASS - CHARCOAL
	RF-20 RUBBER UNDER DESK NORA - 3MM NORAPLAN SENTICA APPLIED W/ DRYFIX TAPE

GENERAL FINISHES NOTES

- A. CUT AND SPACE EDGE CARPET AROUND EXISTING & PROPOSED FLOOR OUTLETS
- B. EXTEND FLOOR FINISH UNDER TOE KICKS, TYP.



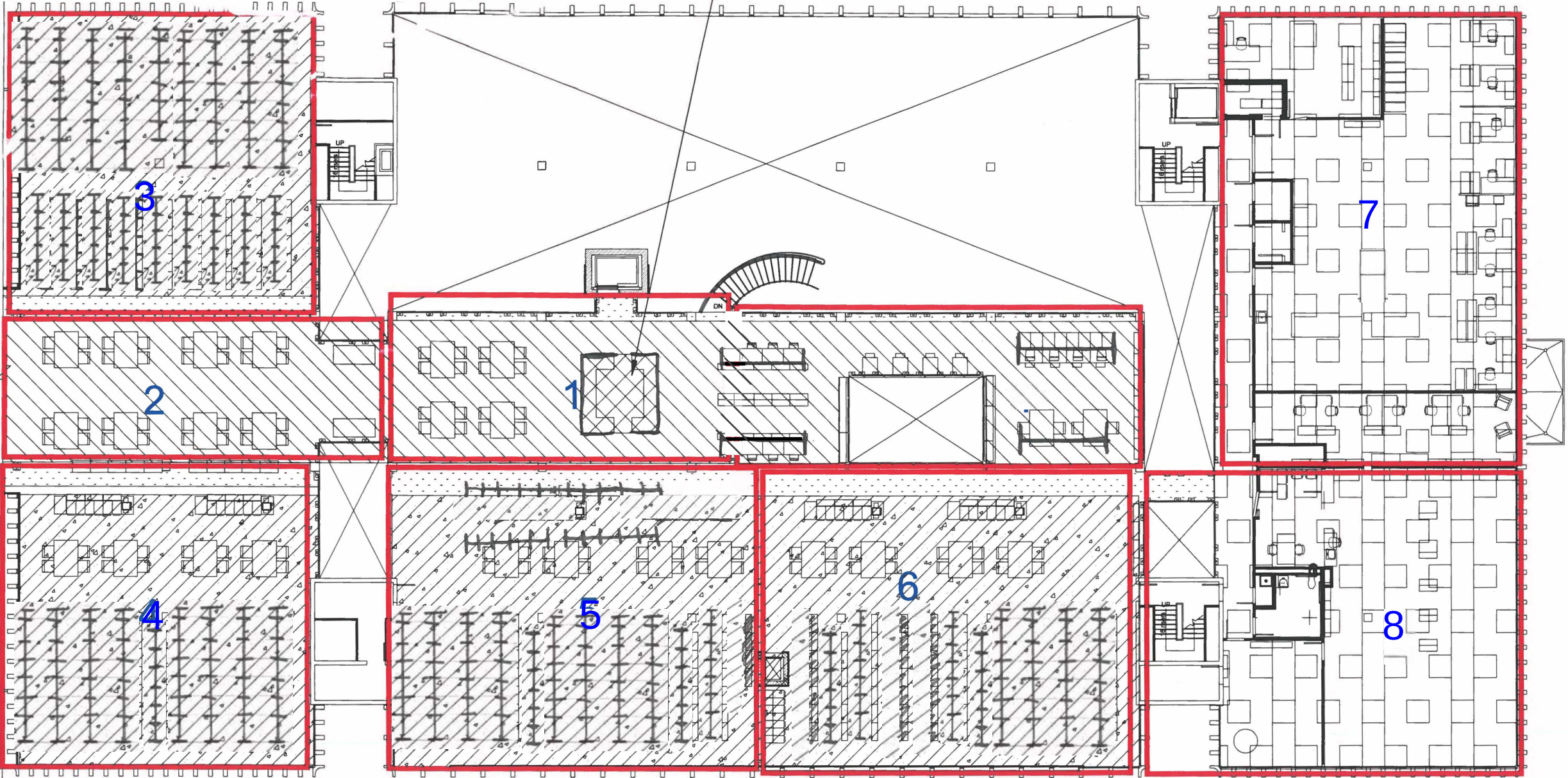
Second Floor

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Phasing plan: Contractor to provide a schedule according to the phasing requirements noted below

Base Scope 3rd Floor
flooring replacement:

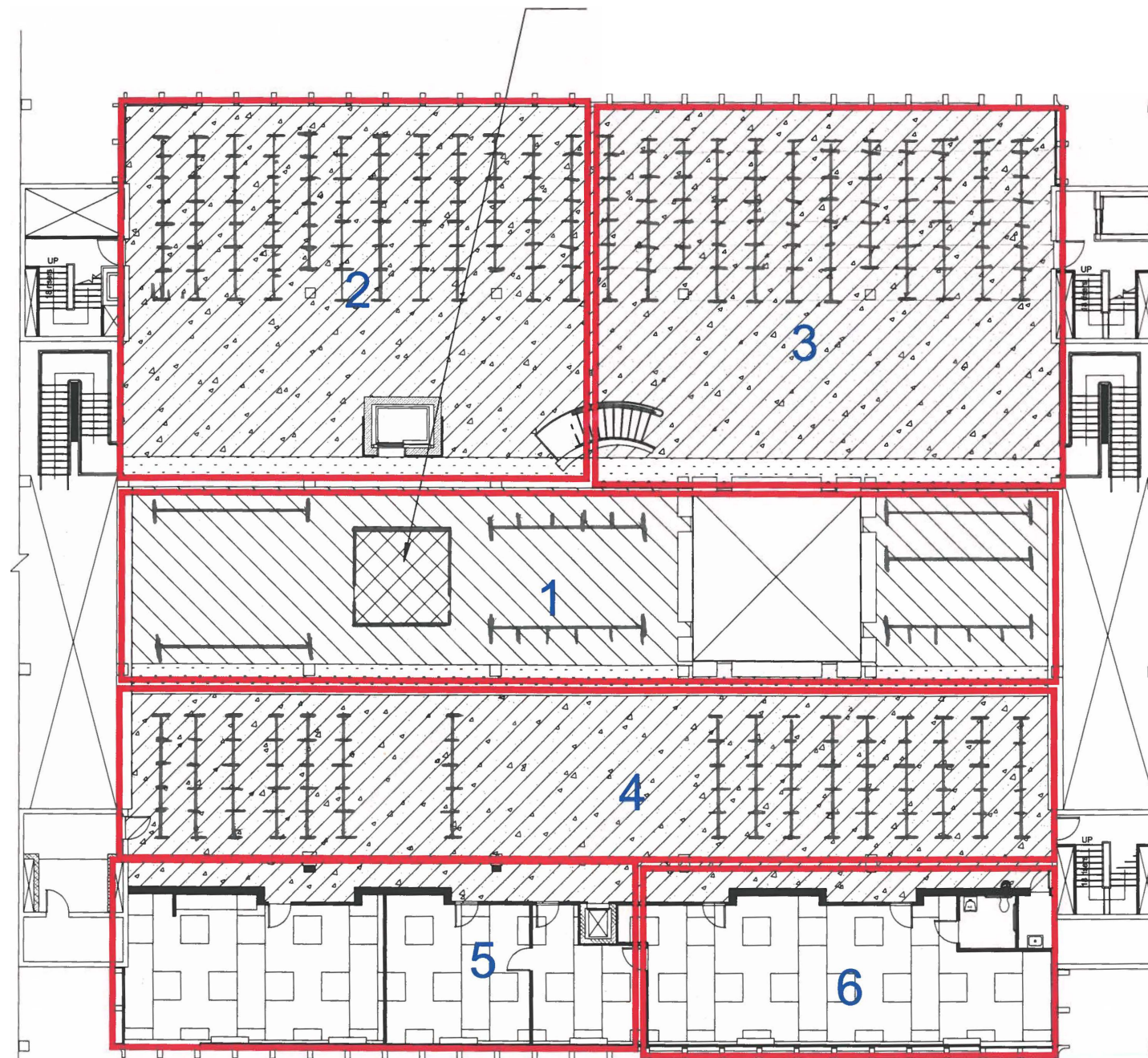
Phasing: Below is the 3rd floor plan blocked off in 8 separate phases.
The Owner has identified the order of each phase to be completed in full before moving on to the next Phase.
The contractor will provide a schedule to the owner for approval prior to any work being started. The contractor will be required to insure all materials (for each specific phase) are onsite to complete all work prior to starting any phase. This includes all work and equipment necessary to complete the demolition, surface preparation, flooring installation, baseboard installation, and clean up. The owner will remove any books from the permanent shelves and relocate all movable furniture from each phase upon notice that the contractor is prepared to start a phase. Owner requires a minimum of 5 business day notice to start the first phase and will require a minimum of 3 business days to prepare each phase after the first phase has been inspected and proven to be complete. Contractor is required to remove and replace the bottom shelf of each section during demolition and installation.



Represents
the base of the
shelving units
or other furniture
around which
existing carpet
will be removed
and new carpet
installed. Note
Bold pencil
markups around
furnishings other
than shelving.

Phasing Plan: Contractor to provide a schedule according to the phasing requirements noted below

Add Alternate 1 2nd Floor
flooring replacement:



Phasing: Below is the 2nd floor plan blocked off in 6 separate phases.

The Owner has identified the order of each phase to be completed in full before moving on to the next Phase.

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