



**Bidding Requirements, Contract Forms and Conditions of the Contract**  
**SUPPLEMENTAL GENERAL CONDITIONS**  
Section 00810

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The Supplemental General Conditions contained herein amend or supplement the General Conditions, Section 00700.

**ARTICLE 1 - DEFINITIONS**

Add the following definition:

**"1.20 Engineer/Architect (E/A):** Add the following:

*Name: Bimal Adhikary, P.E.*

*City of Austin, Engineering Services Division*

*Address: 505 Barton Springs Rd, #900, Austin, TX 78704* "

Add the following definition:

**"1.57 Allowance** - Allowance is defined as "a not-to-be-exceeded amount", either individually or in the aggregate, which is established between the Owner and the Contractor as part of its Bid Proposal when the precise scope of a particular line item(s) has not been defined to a level which is adequate for the Contractor to provide a definitive line item pricing for that particular scope of Work. The use of any Allowances by the Contractor will be subject to the Owner's sole approval and it is the Owner's intent to minimize the use of Allowances to the fullest extent possible. For any Allowances which the Owner allows the Contractor to use, the following rules shall apply: (i) Allowances shall cover the cost to the Contractor of the Cost of Work; (ii) Contractor's overhead and profit associated with the stated Allowance shall be included in the Allowance; and (iii) upon completion of the portion of the Work subject to an Allowance, the Contract Amount for that portion of the Work will be adjusted based upon the approved actual cost of the Work, which will not exceed the approved aggregate amount of the Allowances."

**ARTICLE 5 - BONDS AND INSURANCE**

**"5.3 Insurance:**

**5.3.1 CONTRACTOR Provided Insurance**

**5.3.1.1** General Requirements.

- .1** CONTRACTOR shall carry insurance in the types and amounts indicated below for the duration of the Contract, which shall include items owned by OWNER in the care, custody and control of CONTRACTOR prior to and during construction and warranty period.
- .2** CONTRACTOR must complete and forward the Certificate of Insurance, Section 00650, to OWNER before the Contract is executed as verification of coverage required below. CONTRACTOR shall not commence Work until the required insurance is obtained and until such insurance has been reviewed by OWNER. Approval of insurance by OWNER shall not relieve or decrease the liability of CONTRACTOR hereunder and shall not be construed to be a limitation of liability on the part of CONTRACTOR. CONTRACTOR must also complete and forward the Certificate of Insurance, Section 00650, to OWNER

whenever a previously identified policy period has expired as verification of continuing coverage.

- .3 CONTRACTOR's insurance coverage is to be written by companies licensed to do business in the State of Texas at the time the policies are issued and shall be written by companies with A.M. Best ratings of B+VII or better, except for hazardous material insurance which shall be written by companies with A.M. Best ratings of A- or better.
- .4 All endorsements naming the OWNER as additional insured, waivers, and notices of cancellation endorsements as well as the Certificate of Insurance shall indicate: City of Austin, Contract Management Department, P.O. Box 1088, Austin, Texas 78767.
- .5 The "other" insurance clause shall not apply to the OWNER where the OWNER is an additional insured shown on any policy. It is intended that policies required in the Contract, covering both OWNER and CONTRACTOR, shall be considered primary coverage as applicable.
- .6 If insurance policies are not written for amounts specified below, CONTRACTOR shall carry Umbrella or Excess Liability Insurance for any differences in amounts specified. If Excess Liability Insurance is provided, it shall follow the form of the primary coverage.
- .7 OWNER shall be entitled, upon request and without expense, to receive certified copies of policies and endorsements thereto and may make any reasonable requests for deletion or revision or modification of particular policy terms, conditions, limitations, or exclusions except where policy provisions are established by law or regulations binding upon either of the parties hereto or the underwriter on any such policies.
- .8 OWNER reserves the right to review the insurance requirements set forth during the effective period of this Contract and to make reasonable adjustments to insurance coverage, limits, and exclusions when deemed necessary and prudent by OWNER based upon changes in statutory law, court decisions, the claims history of the industry or financial condition of the insurance company as well as CONTRACTOR.
- .9 CONTRACTOR shall not cause any insurance to be canceled nor permit any insurance to lapse during the term of the Contract or as required in the Contract.
- .10 CONTRACTOR shall be responsible for premiums, deductibles and self-insured retentions, if any, stated in policies. All deductibles or self-insured retentions shall be disclosed on the Certificate of Insurance.
- .11 CONTRACTOR shall provide OWNER thirty (30) days written notice of erosion of the aggregate limits below occurrence limits for all applicable coverages indicated within the Contract.
- .12 If OWNER owned property is being transported or stored off-site by CONTRACTOR, then the appropriate property policy will be endorsed for transit and storage in an amount sufficient to protect OWNER's property.
- .13 The insurance coverages required under this contract are required minimums and are not intended to limit the responsibility or liability of CONTRACTOR.

**5.3.1.2** Business Automobile Liability Insurance. Provide coverage for all owned, non-owned and hired vehicles. The policy shall contain the following endorsements in favor of OWNER:

- a) Waiver of Subrogation endorsement CA 0444;
- b) 30 day Notice of Cancellation endorsement CA 0244; and
- c) Additional Insured endorsement CA 2048.

Provide coverage in the following types and amounts:

- .1 A minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability each accident.

**5.3.1.3** Workers' Compensation And Employers' Liability Insurance. Coverage shall be consistent with statutory benefits outlined in the Texas Workers' Compensation Act (Section 401). CONTRACTOR shall assure compliance with this Statute by submitting two (2) copies of a standard certificate of coverage (e.g. ACCORD form) to Owner's Representative for every person providing services on the Project as acceptable proof of coverage. The Certificate of Insurance, Section 00650, must be presented as evidence of coverage for CONTRACTOR. CONTRACTOR's policy shall apply to the State of Texas and include these endorsements in favor of OWNER:

- a) Waiver of Subrogation, form WC 420304; and
- b) 30 day Notice of Cancellation, form WC 420601.

The minimum policy limits for Employers' Liability Insurance coverage shall be as follows:

- .1 \$100,000 bodily injury per accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee.

**5.3.1.4** Commercial General Liability Insurance. The Policy shall contain the following provisions:

- a) Contractual liability coverage for liability assumed under the Contract and all contracts relative to this Project.
- b) Completed Operations/Products Liability for the duration of the warranty period.
- c) Explosion, Collapse and Underground (X, C & U) coverage.
- d) Independent Contractors coverage (Contractors/ Subcontractors work).
- e) Aggregate limits of insurance per project, endorsement CG 2503.
- f) OWNER listed as an additional insured, endorsement CG 2010.
- g) 30 day notice of cancellation in favor of OWNER, endorsement CG 0205.
- h) Waiver of Transfer of Recovery Against Others in favor of OWNER, endorsement CG 2404.

Provide coverages A&B with minimum limits as follows:

- .1 A combined bodily injury and property damage limit of \$500,000 per occurrence.

**5.3.1.7** Professional Liability Insurance. For Work which requires professional engineering or professional survey services to meet the requirements of the Contract, including but not limited to excavation safety systems, traffic control plans, and construction

surveying, the CONTRACTOR or Subcontractors, responsible for performing the professional services shall provide Professional Liability Insurance with a minimum limit of \$500,000 per claim and in the aggregate to pay on behalf of the assured all sums which the assured shall become legally obligated to pay as damages by reason of any negligent act, error, or omission committed with respect to all professional services provided in due course of the Work of this Contract.

## **ARTICLE 6 - CONTRACTOR'S RESPONSIBILITIES**

### **6.6 Permits, Fees:** Add the following:

"OWNER will obtain and pay for the following permits, licenses and/or fees:

- .1 City of Austin General Permit.

### **6.7 Laws and Regulations:** Add the following:

"**6.7.4** This Work is subject to the Texas Pollution Discharge Elimination System (TPDES) permitting requirements for the installation and maintenance of temporary and permanent erosion and sediment controls and storm water pollution prevention measures throughout the construction period.

OWNER has prepared a Storm Water Pollution Prevention Plan (SWPPP). Reference Section 01096 for this SWPPP.

OWNER shall file the Owner's Notice of Intent to the Texas Commission on Environmental Quality (TCEQ). OWNER shall pay the TPDES storm water application fee.

CONTRACTOR's responsibilities are as follows:

- .1 Obtain a signed certification statement from all Subcontractors responsible for implementing the erosion / sedimentation controls and other best management practices that are part of the SWPPP. This statement shall indicate that the Subcontractor understands the permit requirements. The certified statement forms shall be attached to and become part of the SWPPP.
- .2 Fill out the TCEQ's "Construction Site Notice" form, which is Attachment 2 to the TPDES General Permit TXR150000 (form available from OWNER or on the Internet at <http://www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr152d2.pdf> and post it near the main entrance of the Work, or at multiple postings if the Work is linear. Mail a copy of the completed Construction Site Notice form to the local Municipal Separate Storm Sewer Systems (MS4) representative:  
  
TPDES Program Coordinator  
City of Austin – WPD – ERM  
P.O. Box 1088  
Austin, TX 78767
- .3 Maintain all erosion/sedimentation controls and other protective measures identified in the SWPPP in effective operating condition.
- .4 Perform inspections every five (5) working days and after every ½ inch rainfall event, noting the following observations on an inspection form provided by OWNER:

- Locations of discharges of sediment or other pollutants from the site.
  - Locations of storm water / erosion / sedimentation controls that are in need of maintenance.
  - Locations of storm water / erosion / sedimentation controls that are not performing, failing to operate, or are inadequate.
  - Locations where additional storm water / erosion / sedimentation controls are needed.
- .5 Maintain at Work site at all times a copy of the SWPPP (with all updates, as described below) and inspection reports.
- .6 Update the SWPPP as necessary to comply with TPDES permitting requirements, which includes noting changes in erosion / sedimentation controls and other best management practices that are part of the SWPPP and which may be necessary due to the results of inspection reports. Any SWPPP revisions or updates must be signed and certified by a Certified Professional in Erosion and Sedimentation Control (CPESC) or a Registered Professional Engineer. If the SWPPP includes engineering calculations, then SWPPP must be sealed and signed by a Registered Professional Engineer.
- .7 Upon completion of the Work, provide TPDES records to OWNER."

**6.11 Safety and Protection:** Add the following to paragraph 6.11.3:

**"6.11.3** At the minimum, the safety representative will be certified in personal protective equipment, hazard communication, demolition and blasting, trench/excavation, hand and power tools, welding/cutting, cranes/derricks/hoists/conveyors/, scaffolding, confined space, CPR and first aid."

**ARTICLE 13 - TESTS AND INSPECTIONS; CORRECTION, REMOVAL OR ACCEPTANCE OF DEFECTIVE WORK**

**13.7 Warranty Period:** Add the following:

**"13.7.5** OWNER will utilize a "Warranty Item Form" (attached at the end of this Section) for the purpose of providing Written Notice of warranty defects to CONTRACTOR. CONTRACTOR shall date, sign, complete and return the form to OWNER when the defect is corrected, including such information on or attached to the form to describe the nature of the repairs or corrections that were made. If the defect cannot be corrected in seven (7) Calendar Days, CONTRACTOR shall provide a written explanation to the Owner's Representative describing the repairs needed and the time required to complete the repairs."

**ARTICLE 14 - PAYMENTS TO CONTRACTOR AND COMPLETION**

**14.7 Substantial Completion:**

Reference 14.7.1, and add the following two provisions:

**“14.7.1.2** For roadway construction and/or reconstruction, Substantial Completion means that the Work, including the final surface course, all permanent traffic control devices (pavement markings, signs, etc.), substantial clean-up, and punchlist items have been completed, accepted, and placed into service, and, any traffic signal or street lighting conduit that has been installed, lowered or relocated must be inspected for usability by, and must have received written approval from, the City’s traffic signal section and/or street lighting section, as well as having been completed, accepted, and placed into service. A certificate of Substantial Completion will not be issued. Work that remains after Substantial Completion could include final clean up. Owner’s Representative will issue a notice specifying what portion of the Work is partially completed for the purpose of payment and what Work remains to be done on the portion being accepted as Substantially Complete. This subsection 14.7.1.2 changes the 00700 General Conditions definition of Substantial Completion.”

**14.8 Partial Utilization:** Delete 14.8.1 and replace with the following (changes to the original text are identified by underlining):

“.1 OWNER at any time may request CONTRACTOR to permit OWNER to use any such part of the Work which OWNER believes to be ready for its intended use and substantially complete. If CONTRACTOR agrees that such part of the Work is substantially complete, CONTRACTOR will certify to Owner’s Representative that such part of the Work is substantially complete and request Owner’s Representative to issue a notice specifying what portion of the Work is substantially complete for the purpose of payment and what Work remains to be done on the portion being accepted. CONTRACTOR at any time may notify Owner’s Representative that CONTRACTOR considers any such part of the Work ready for its intended use and substantially complete and request Owner’s Representative to issue a notice specifying what portion of the Work is partially completed for the purpose of payment and what Work remains to be done on the portion being accepted. The provisions of paragraphs 14.7.1 and 14.7.2 will apply with respect to the notice specifying what portion of the Work is partially completed for the purpose of payment and what Work remains to be done on the portion being accepted.”

**14.11 Final Payment and Acceptance:**

Add the following to paragraph 14.11.1:

"If the Contract Documents require the maintenance of any trees and tree support infrastructure for two (2) years following Final Completion, the CONTRACTOR may execute a zero-cost "Tree Maintenance Change Order" for such Work and post fiscal security acceptable to OWNER to ensure completion of the tree maintenance. The fiscal security will be a bond, letter of credit, or cash escrow in a form promulgated by OWNER and posted with OWNER’s Parks and Recreation Department. If the CONTRACTOR does not complete the tree maintenance work as required, the OWNER, at its option, may complete the Work using the posted fiscal security."

**WARRANTY ITEM NO. \_\_\_\_\_ (PROJECT NAME)**

**The General Conditions of the Contract require that Warranty Defects be corrected within 7 days after written notice is received.**

**TO:** \_\_\_\_\_  
*contractor name address / telephone / fax / email*

**ATTENTION OF:** \_\_\_\_\_

**FROM:** \_\_\_\_\_  
*project manager name / address / telephone / fax / email*

**PROJECT:** \_\_\_\_\_  
*name / location / CIP ID number*

**END OF ONE YEAR WARRANTY:** \_\_\_\_\_

**SUBJECT:** \_\_\_\_\_

- If checked, the damage requires immediate attention. The Contractor has been called.
- If checked, the Consultant has been asked to consult with the Contractor on the problem.

**PLEASE CORRECT OR REPAIR THE FOLLOWING ITEM(S):**

**DATE OF REQUEST** \_\_\_\_\_ **SIGNATURE** \_\_\_\_\_  
Project Manager

- XC:
- \_\_\_\_\_ Phone No. \_\_\_\_\_
  - \_\_\_\_\_ Phone No. \_\_\_\_\_
  - \_\_\_\_\_ Phone No. \_\_\_\_\_
  - \_\_\_\_\_ Phone No. \_\_\_\_\_

**RESPONSE FROM CONTRACTOR: DATE CORRECTION WAS MADE:** \_\_\_\_\_

The Contractor must endeavor to correct the defect within 7 calendar days after written notice is given. If the defect cannot be corrected in that time, Contractor shall provide a written explanation to the Owner's Representative describing the repairs needed and the time required to complete the repairs.

**Description of corrections made:**

**DATE OF REPLY** \_\_\_\_\_ **SIGNATURE** \_\_\_\_\_

When the repair is complete, the contractor should return a copy to each of the following:

- \_\_\_\_\_ Phone No. \_\_\_\_\_

END