

SUBCONTRACT

CONTRACTOR:	BM&K Construction & Engineering, Inc. P.O. Box 878 Braselton, GA 30517
SUBCONTRACTOR:	
OWNER:	Town of Braselton P.O. Box 306 Braselton, GA 30529
ENGINEER:	BM&K Construction & Engineering, Inc. P.O. Box 878 Braselton, GA 30517
PROJECT:	BRASELTON CIVIC CENTER
WORK:	GRADING AND UTILITIES
SUBCONTRACTOR PRICE:	\$
PRIME CONTRACT DATED:	
MONTHLY BILLING DATE:	25 th
RETAINED PERCENTAGE:	10%
CHANGE ORDER OVERHEAD AND PROFIT:	10%

The above terms are incorporated by reference and are more fully explained on the attached Subcontract Agreement. BM&K and the Subcontractor, with offices at the addresses shown above, agree for themselves, their successors and assigns, as attached.

SPECIFIC REQUIREMENTS:

PART 1 – GENERAL

1.1 Scope

- 1.1.1 This Agreement consists of furnishing all labor, material, equipment, engineering, scaffolding, layout, hoisting and anything else required for the complete installation of **Grading and Utilities Work** in accordance with the Contract Documents.

1.2 References

- 1.2.1 American Association of State Highway and Traffic Officials – AASHTO (www.transportation.com)
- 1.2.2 American National Standards Institute – ANSI (www.ansi.org)
- 1.2.3 American Society for Testing and Materials – ASTM (www.astm.org)
- 1.2.4 American Water Works Association – AWWA (www.awwa.org)
- 1.2.5 Department of Transportation – DOT (www.dot.gov)
- 1.2.6 Environmental Protection Agency – EPA (www.epa.gov)
- 1.2.7 Local Authority Dig Safe Program
- 1.2.8 Occupational Safety and Health Administration – OSHA (www.osha.gov)

PART 2 – OPTIONS

2.1 Options

- 2.1.1 Not Applicable

PART 3 – EXECUTION

3.1 General

- 3.1.1 All Work shall be performed in accordance with the Plans, Specifications and the manufacturer's written installation instructions. In event of a conflict, the stricter requirement shall prevail.
- 3.1.2 Furnish and pay for all permits, lane closures and inspections as necessary for this Work as required by the Contract Documents or as required by the local Authority having jurisdiction.
- 3.1.3 Subcontractor acknowledges that this Work is not contiguous and multiple mobilizations shall be required at no additional cost to the Contractor.
- 3.1.4 Prior to the start of any excavation, trenching or digging activity, this Subcontractor shall have an independent utility location service survey the immediate area of the proposed excavation in accordance with the local Dig Safe Agency or any other Local Authority having jurisdiction. This Subcontractor shall have their on-site foreman identify the existing underground utilities both shown on the Contract Documents as well as the utilities not shown on the Contract Documents, but that have been located and marked by others. Subcontractor shall expose existing utilities in a manner that their actual location and depth can be determined. Once this has been completed, a list of any underground utilities that will require hand excavation, protection or special precautions shall be submitted to the Contractor. Subcontractor shall furnish a plan, along with this list, on how these activities will be performed.
- 3.1.5 Subcontractor shall be responsible for protection of all existing electrical, plumbing, gas, communication utility lines and traffic signals as required by the Contract Documents. Subcontractor shall notify the Contractor immediately if uncharted or unknown existing utilities are encountered during excavation. Subcontractor shall be responsible for all costs to repair any existing utility line damaged by this Work when said utility were shown on the Contract Documents or made known to the Subcontractor.
- 3.1.6 Existing utilities serving facilities occupied and used by the Contractor or others shall not be interrupted except when such interruptions have been authorized in writing by the Contractor and the Owner. Interruptions shall occur only after acceptable temporary utility services have been provided. The Subcontractor shall provide a minimum of ten (10) working days notice to the Contractor and receive written notice to proceed before interrupting any utility.

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- 3.1.7 Subcontractor acknowledges that no land disturbance activities may commence until the Land Disturbance Permit (LDP) has been issued and all initial erosion and sedimentation controls have been installed as required by the Contract Documents.
- 3.1.8 Subcontractor shall accurately record and maintain a set of as-built drawings, which clearly defines the actual locations and elevations of new installations as well as any existing pipes, structures and conduits encountered during the excavation activities. Subcontractor shall update on a weekly basis and submit monthly with the Payment Applications.

3.2 Definitions

- 3.2.1 Subcontractor acknowledges that the following definitions shall refer to this Work, unless otherwise noted, as required by the Contract Documents:
 - a. **Bedding Course:** Bedding course is a graded mixture of natural or crushed gravel placed over the excavated subgrade in a trench prior to laying pipe;
 - b. **Borrow Excavation:** Borrow excavation is approved select fill material imported from an off-site borrow location;
 - c. **Classified Excavation:** Classified excavation is the removal and disposal of all material except that material defined as rock;
 - d. **Clearing:** Clearing is the felling, cutting and satisfactory disposal of trees and other vegetation designated for removal, to a depth of at least twelve inches (12") below the surface or subgrade, whichever is lower;
 - e. **Compaction:** Compaction is existing subgrade or fill compressed by mechanized or hand equipment to a percentage of maximum density obtained by a laboratory test procedure. The percentage of maximum density is obtained through use of data provided from results of field test procedures;
 - f. **Fill or Backfill:** Fill is satisfactory soil material used to raise existing grades. In terms of volume, fill is defined as a compacted post-construction volume in-place;
 - g. **Grubbing:** Grubbing is the removal and proper disposal of roots, organic matter and debris and stumps having a diameter or three inches (3") or larger designated for removal, to a depth of at least eighteen inches (18") below the surface or subgrade, whichever is lower;
 - h. **Regular Excavation:** Removal and disposal of any and all material above subgrade elevation, except solid rock and undercut excavation, located within the construction limits;
 - i. **Rock Excavation:** Rock excavation is limestone, sandstone, granite or similar rocks in solid beds or masses in original or stratified position which can be removed only by continuous drilling, blasting or the use of pneumatic tools or which cannot be removed by a Caterpillar Class 235 Excavator with rock teeth or a Caterpillar D8 Class Dozer with single shank ripper. Rock excavation is also any boulders of one cubic yard (1 CY) in volume or larger. Material which can be loosened with a pick, frozen materials, soft laminated shale and hardpan, which for convenience or economy is loosened by drilling, blasting, wedging or the use of pneumatic tools, removal of concrete pavement and retaining walls shall not be classified as rock excavation;
 - j. **Select Fill:** Select fill is nonplastic material obtained from cuts, borrow areas or commercial sources used as foundation for subbase, fill, backfill or other specific purposes;
 - k. **Structures:** Structures are buildings, foundations, slabs, retaining walls, tanks, curbs, mechanical and electrical appurtenances or other man-made stationary features constructed above or below the ground surface;
 - l. **Subbase Course:** Subbase course is a layer placed between either the subgrade and base course for asphalt paved surfaces or the layer between the subgrade and concrete paved surfaces or walks.
 - m. **Subgrade:** Subgrade is the undisturbed earth or the compacted soil layer immediately below the granular subbase, drainage fill or topsoil materials;
 - n. **Topsoil:** Topsoil shall consist of friable clay loam, free from roots, stones and other undesirable material and shall be capable of supporting a good growth of grass;
 - o. **Trench Excavation Rock:** Trench excavation is the removal and disposal of any and all material in a trench for a utility line;

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- p. **Unauthorized Excavation:** Unauthorized excavation is the removal of materials beyond indicated subgrade elevations or indicated lines and dimensions without written approval of the Contractor and Material Testing and Inspection Agency. Subcontractor shall not be compensated for unauthorized excavation or remedial work necessary to correct unauthorized excavations;
- q. **Unclassified Excavation:** Unclassified excavation includes, but is not limited to, the removal and disposal of any and all types of materials including rock formations, unsuitable materials, concrete slabs, walls, sidewalks, curbs, paving materials, rubble, rubbish or any other unforeseen material necessary to prepare the Site for construction;
- r. **Undercut Excavation:** Undercut excavation shall consist of the removal and satisfactory disposal of all unsuitable material located below subgrade elevation. Where excavation to the finished grade section results in subgrade or slopes or muck, peat matted roots, etc. the Subcontract shall remove such material below the grade as required by the Contract Documents or as directed by the Material Testing and Inspection Agency. Areas of undercut excavation shall be backfilled with approved borrow or excess fill as required by the Material Testing and Inspection Agency;
- s. **Unsuitable Materials:** Unsuitable material is topsoil, frozen materials, construction materials and materials subject to decomposition, clods of clay and stones larger than three inches (3”), organic material including silts which are unstable, inorganic materials including silts too wet to be stable and any material with a liquid limit and plasticity index exceedingly 40 and 15 respectively.

3.3 Layout

- 3.3.1 Furnish and install all construction layout and staking.

3.4 Erosion, Sedimentation and Dust Control

- 3.4.1 Furnish, install and maintain erosion and sedimentation control as required by the Contract Documents.
- 3.4.2 Subcontractor acknowledges that it is the intent of the Contractor to maintain strict erosion and sedimentation control during all phases of construction; therefore, the following erosion and sedimentation control standards shall be strictly followed and maintained throughout the construction and post-construction periods. Subcontractor shall conduct its' operations to eliminate the potential for erosion of soils and to prevent silting and muddying of streams, rivers and lands adjacent to or affected by the Work. Construction of drainage facilities and performance of other Work that will contribute to the control of erosion and sedimentation shall be carried out as described in the approved comprehensive monitoring plan and as required by the local Authority having jurisdiction. Subcontractor shall as install these controls follows:
 - a. **Silt Fence:** Furnish, install and maintain all silt fence and barriers in accordance with the Contract Documents. When silt fence has not been specified, the Subcontractor shall furnish and install Mirafi Envirofence or equal. Subcontractor shall repair or replace fence when silt reaches 50% capacity height. When silt fence has been damaged by others, the Subcontractor shall repair or replace the fence and be compensated per the Unit Prices defined in the Subcontract Agreement times the quantity determined by the Contractor.
 - b. **Construction Entrances:** Furnish, install and maintain all construction entrances, or tracking pads, at the curb cut of each entrance during the course of construction as required by the Contract Documents or as shown on the Contractor's Site Logistics Plan.
 - c. **Live Streams:** Forging of live streams will not be permitted; therefore, temporary bridges or other structures shall be used wherever an appreciable number of stream crossings are necessary and prior approved by local governing agency. Unless otherwise approved in writing by Contractor, mechanized equipment shall not be operated in live streams.
 - d. **Ditches:** Ditches that are filled or partly inoperable shall be cleaned and made operable before the Subcontractor stops work on any given day and shall be maintained in a condition satisfactory to the Contractor for the duration of this Work;
 - e. **Water and Pollution Control:** Water from operations containing sediment shall be treated by filtration, settling basins or other approved means sufficient to reduce the sediment content to no more than that of the stream into which it is discharged. Pollutants such as fuels lubricants, bitumen's, raw sewage and other harmful materials shall not be discharged anywhere on or adjacent to the site. Wash water or waste from concrete mixing operations shall not be allowed to enter streams or wetlands. When work areas are located in or adjacent to live streams, such areas shall be separated from the main stream by a dike or other barrier to keep sediment from entering a flowing stream. Care shall be taken during the construction

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and removal of such barriers to minimize the muddying of a stream. Soil erosion and water pollution control measures shall at all times be satisfactory to Contractor. When it becomes necessary, Contractor will inform Subcontractor of unsatisfactory construction procedures and operations regarding soil erosion and water pollution. If the unsatisfactory construction procedures and operations are not corrected within twenty four (24) hours, Contractor may suspend the performance of any or all other construction and withhold all monies owed to the Subcontractor. Contractor will hold such monies until the unsatisfactory condition has been corrected, and such suspension shall not be the basis of any claim for additional compensation from the Contractor nor for an extension of time to complete the Work

- f. Slopes and Embankments: On all embankments fill slopes; topsoil shall be stripped at least five (5) feet wider than required for the embankment toe of the slope. A protective berm of topsoil shall be left in this area running parallel to the contours for the purpose of restricting drainage run-off. The berm shall be seeded as per all stockpiles of topsoil. In addition, all cut slopes and embankment fills are to be immediately laid back and stabilized as per the plans and specifications. All disturbed areas must be temporary seeded and mulched within seven (7) days of last disturbance.
 - g. Grassing: Furnish and install temporary grassing when large areas of soil will remain exposed to the elements for a duration greater than two (2) weeks;
- 3.4.3 Furnish a National Pollutant Discharge Erosion and Sedimentation (NPDES) comprehensive monitoring plan and implement, maintain and monitor the Site per the approved plan for the duration of the Project as follows:
- a. Inspect disturbed areas every seven (7) calendar days and prepare all necessary report(s) until the Notice of Termination (NOT) has been filed or this Subcontractor has been requested to stop;
 - b. Alert the Contractor of any deficiencies immediately upon inspection;
 - c. Perform turbidity samples and all associated analysis as required;
 - d. Furnish typed reports via certified mail to the State Environmental Protection Division (EPD), Contractor and any other Authority having jurisdiction;
 - e. Maintain copies of all paperwork for the referenced Project for a minimum of three (3) years;
 - f. Price is based on a 7 month monitoring duration. When additional monitoring is required, the Subcontractor shall be compensated per the Unit Prices defined in the Subcontract Agreement times the quantity determined by the Contractor.
- 3.4.4 Subcontractor shall attend a preconstruction erosion and sedimentation meeting with the Contractor and the local Authority having jurisdiction prior to commencing the Work.
- 3.4.5 Furnish all labor necessary to remove the erosion control measures prior to the commencement of the landscape work.
- 3.4.6 Subcontractor shall comply with all correction orders issued by the local Authority having jurisdiction to prevent any "Stop Work" orders. Subcontractor shall be responsible for any costs associated with fines levied against the Contractor or Owner for lack of compliance.
- 3.4.7 Furnish all maintenance of the erosion control on a per occurrence basis per the Unit Prices defined in the Contract Agreement. Subcontractor shall make all repairs with twenty-four (24) hours of notice. Subcontractor shall be responsible for repairing faulty or poor installation at no additional cost to the Contractor.

3.5 Tree Protection and Trimming

- 3.5.1 Furnish, install and maintain protection around all trees, shrubs, brush, vines and other natural perennial vegetation scheduled to remain within the clearing limits for the duration of construction as required by the Contract Documents.
- 3.5.2 Subcontractor shall walk the Site with the Contractor and mark all trees scheduled to remain including any trees that should remain, but may not be marked as such, on the Contract Documents.
- 3.5.3 Subcontractor shall remove low-hanging, unsound or unsightly branches from trees or shrubs schedule to remain including braches of trees extending over a road or driveway to give a clear height of twenty feet (20'-0") above the roadway surface unless otherwise noted. Trimming shall be performed by skilled workers and according to good tree surgery practices.
- 3.5.4 Subcontractor shall immediately repair damage to existing trees and shrubs by trimming, cleaning and painting damaged areas and damage to roots shall be immediately covered with wet burlap or moist soil to prevent the roots from drying out in accordance with standard horticultural practice for the geographic area and plant

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species. Subcontractor shall replace any vegetation beyond repair with the same species, size and condition unless a substitution is approved by the Contractor.

- 3.5.5 Subcontractor shall not park, store materials or conduct other operations within the farthest reaching branch or drip line of the vegetation scheduled to remain and shall use care to prevent spills of materials hazardous to vegetation such as oil, hydraulic fluids, salts, etc.

3.6 Site Demolition

- 3.6.1 Furnish all site demolition and removal including, but not limited to, the following:

- a. Asphalt Paved Areas
- b. Concrete Curb and Gutter
- c. Storm Sewer

- 3.6.2 Subcontractor shall execute the demolition work in an orderly and careful manner with due considerations for existing structures, including parts of the surrounding areas, structures and vegetation which are to remain. Demolition operations shall be conducted to avoid interfering with adjacent streets, roads, drives, walks, and service lines.

- 3.6.3 Subcontractor shall coordinate adequate storage for any materials, designated to be salvaged or reused, with the Contractor as required by the Contract Documents. Storage shall be furnished by others.

- 3.6.4 Subcontractor shall saw cut existing concrete slabs or paving where necessary to facilitate regular or trench excavation. Subcontractor shall remove slab or pavement a minimum of twelve inches (12") on each of the widest part of the trench excavation and insure final saw cut lines are approximately parallel unless otherwise noted. Subcontractor shall patch all saw cut areas with the same material and level of quality of the original installation.

3.7 Topsoil Stripping and Stockpiling

- 3.7.1 Furnish topsoil stripping at all areas scheduled to be excavated, graded or landscaped as required by the Contract Documents.

- 3.7.2 Subcontractor shall strip the scheduled areas upon completion of stump removal and prior to commencing excavation activities. Subcontractor shall prevent mixing of foreign materials and not strip wet topsoil.

- 3.7.3 Subcontractor shall stockpile sufficient quantities of topsoil necessary to spread in proposed lawns and landscaped areas and haul excess topsoil not intended for reuse from the Site as required by the Contract Documents.

- 3.7.4 Subcontractor shall obtain written approval from the Contractor specifying the location and size of the proposed stockpile and anticipated duration for the stockpile to remain on the Site for all topsoil prior to hauling any material. Subcontractor shall furnish and install appropriate erosion control measures around the stockpile to prevent runoff and contamination of the surrounding areas and waterways. Subcontractor shall relocate the material at no cost to the Contractor when necessary. Subcontractor shall haul off excess material from the Site and dispose of in a legal manner or spread at the Site at an area designated by the Contractor.

3.8 Grading

- 3.8.1 Furnish all rough grades to the elevations and contours as required by the Contract Documents.

- 3.8.2 Subcontractor shall rough grade areas to be uniform and smooth, free of rock, debris or irregular surface changes and shall not be more than two-tenths of a foot (0.20') above or below established finished subgrade elevations and all ground surfaces shall vary uniformly between indicated elevations. Finish ditches shall be graded to allow for proper drainage without ponding and in manner that will minimize erosion potential.

- 3.8.3 Furnish all finish grades to the elevations and contours as required by the Contract Documents including, but not limited to the following:

- d. Concrete Structures, Slabs, Paved Areas, Retaining Walls
- e. Asphalt Paved Areas
- f. Curbs, Curbs and Gutter, Aprons
- g. Sidewalks, Stairs and Steps, Ramps
- h. Landscaped Areas

i. Pavers

- 3.8.4 Subcontractor shall fine grade areas to be uniform and smooth, free of rock, debris or irregular surface changes and shall not be more than (0.10') above or below established finished subgrade elevations and all ground surfaces shall vary uniformly between indicated elevations. Finish ditches shall be graded to allow for proper drainage without ponding and in manner that will minimize erosion potential.
- 3.8.5 Subcontractor shall protect all subgrade under poured slabs and in areas where slabs will be poured within the building from frost, freezing temperatures and excessive moisture. Subcontractor shall scarify and recompact any upper soils which freeze prior to placement of pavement or slabs at no cost to the Contractor.
- 3.8.6 Subcontractor shall furnish adequate access and protect subgrade from excessive wheel loading during construction including, dump trucks, concrete trucks and cranes. Subcontractor shall immediately repair ruts or damage to the subgrade caused by said vehicles.

3.9 Excavation

- 3.9.1 Furnish all excavation to the lines, grades and elevations to a reasonably smooth and uniform surface for all structures as required by the Contract Documents.
- 3.9.2 Subcontractor shall extend all excavations a sufficient distance from structures to place and remove concrete formwork, to install building services and other construction operations. Subcontractor shall be solely responsible for designing and constructing stable, temporary excavations and should shore, slope or bench the sides of the excavations as required to maintain stability of both the excavation sides and bottom. The Subcontractor's competent person shall evaluate the soil exposed in the excavations as part of the Subcontractor's safety procedures and in no case should slope height, slope inclination or excavation depth, including utility trench excavation depth exceed those specified by OSHA or any other Authority having jurisdiction. Subcontractor shall coordinate all benched areas with the concrete subcontractor and the Contractor prior to commencing the Work.
- 3.9.3 Subcontractor shall be responsible to balance all cut and fill material as well as the removal, addition and placement of all fill material whether from an onsite location or from a borrow excavation. Subcontractor shall be responsible for all costs associated with additional hauling and other related costs unless specifically noted herein.
- 3.9.4 Subcontractor shall be responsible to replace unauthorized excavations with approved fill materials at no cost to the Contractor when the Subcontractor, through negligence or other fault, excavates below the designated grades.
- 3.9.5 Subcontractor shall notify the Contractor immediately if unsuitable material is encountered during excavation. Upon written approval by the Contractor, the Subcontractor shall remove subgrade materials that are determined to be unsuitable by the Material Testing and Inspection Agency and replace with acceptable material. When unsuitable materials are encountered and removed, the Subcontractor shall be compensated per the Unit Prices defined in the Subcontract Agreement times the quantity determined by the Material Testing and Inspection Agency. Subcontractor shall haul off unsuitable material from the Site and dispose at a legally approved site, for the specific materials, and all removals shall be in accordance with all applicable local, state and federal laws.
- 3.9.6 Subcontractor shall notify the Contractor immediately if excavation rock is encountered during excavation. Upon written approval by the Contractor, the Subcontractor shall remove excavation rock to a minimum depth of twelve inches (12") below the subgrade, unless otherwise noted, and replace with acceptable material. Contractor reserves the right to contract this work with an alternate subcontractor.
- 3.9.7 Subcontractor shall notify the Contractor immediately if hazardous material is encountered during excavation. Upon written approval by the Contractor, the Subcontractor shall remove the hazardous material and replace with acceptable material. Contractor reserves the right to contract this work with an alternate subcontractor.
- 3.9.8 Subcontractor shall obtain written approval from the Contractor specifying the location and size of the proposed stockpile and anticipated duration for the stockpile to remain on the Site for all excavated material suitable for fill prior to hauling any material. Subcontractor shall furnish and install appropriate erosion control measures around the stockpile to prevent runoff and contamination of the surrounding areas and waterways. Subcontractor shall relocate the material at no cost to the Contractor when necessary. Subcontractor shall haul off excess material from the Site and dispose at a legally approved site, for the specific materials, and all removals shall be in accordance with all applicable local, state and federal laws. Subcontractor shall furnish watertight vehicles when it necessary to haul-off soft or wet soils to prevent depositing materials onto driveways or roads.

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- 3.9.9 Furnish all hand excavation, when necessary, to protect new or existing utilities and structures as required by the Contract Documents.
- 3.9.10 Remove spoils created by footing excavation (by others).

3.10 Dewatering

- 3.10.1 Furnish, install and maintain all dewatering methods and disposal of water for excavations of this Work until all structures have been backfilled and compacted as required by the Contract Documents.
- 3.10.2 Subcontractor shall prevent all surface water from flowing into excavations, softening foundation bottoms, undercutting footings and soil changes detrimental to stability of subgrades and foundations by installing ditches, trenches, protective swales, sumps, well points, suction and discharge lines or other Contractor approved methods.
- 3.10.3 Subcontractor shall convey all water removed from excavations and rain water to collecting points or run-off areas. Subcontractor shall establish temporary drainage ditches and other diversions outside excavation limits for each structure. Subcontractor shall not use trench excavations as temporary drainage ditches.
- 3.10.4 Subcontractor shall furnish all means necessary to remove and properly dispose of all water from every natural source entering an excavation of this Work.
- 3.10.5 Subcontractor shall test any water scheduled to be discharged that is potentially suspect of quality to determine if the water can be disposed of through the natural waterways or whether it must be contained for treatment.
- 3.10.6 Subcontractor shall be responsible for any effects of dewatering on adjacent structures or facilities.

3.11 Fill and Backfill

- 3.11.1 Furnish and install all fill or backfill necessary using excavated or borrow materials as required by the Contract Documents.
- 3.11.2 Subcontractor shall proofroll exposed subgrade in cut areas and prior to placement of fill in fill areas under buildings and pavements with a fully loaded dump truck to check for pockets of soft material. Subcontractor shall complete two passes, with one pass being in a direction perpendicular to the preceding one. Subcontractor shall remove any areas that deflect, rut or pump excessively during proofrolling or that fail to consolidate after successive passes and replace with suitable compacted fill. Subcontractor shall maintain subgrade until subsequent operations have been completed.
- 3.11.3 Subcontractor shall place all fill or backfill in horizontal layers not exceeding eight inches (8"), unless otherwise noted, in loose depth for material compacted by heavy compaction equipment and not more than four inches (4"), unless otherwise noted, for material compacted by hand-operated tampers.
- 3.11.4 Subcontractor shall place all fill or backfill evenly on all sides of structures to the required elevations and uniformly along the full length of each structure.
- 3.11.5 Subcontractor shall backfill and level off the space between the back of curb, sidewalks and driveways in a manner to prevent the accumulation of standing water. Subcontractor shall backfill these areas immediately after the curb formwork has been removed by others.
- 3.11.6 Subcontractor shall not backfill foundation walls until they have been adequately cured, waterproofed, braced and the foundation drainage system has been installed and inspected as required by the Contract Documents.
- 3.11.7 Subcontractor shall not place fill or backfill until all debris, water, unsatisfactory soil materials, obstructions and deleterious materials have been removed from an excavation. Subcontractor shall not place fill or backfill onto surfaces that are muddy, frozen or contain frost.

3.12 Compaction

- 3.12.1 Furnish all compaction with approved tamping rollers, sheepsfoot rollers, pneumatic tired rollers, steel wheeled rollers, vibrator compactors or other approved hand or mechanized equipment suited for soil compaction as required by the Contract Documents.
- 3.12.2 Subcontractor shall moisten or aerate each layer of material prior to compaction as necessary to provide optimum moisture content to facilitate reaching the specified compaction requirement.
- 3.12.3 Subcontractor shall compact fill or backfill to not less than the following percentages of maximum dry density, unless otherwise noted, as required by the Contract Documents:
 - a. Concrete Structures, Slabs and Paved Areas 95% Standard Proctor

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- b. Asphalt Paved Areas 95% Standard Proctor
 - c. Curbs, Curbs and Gutters, Aprons 95% Standard Proctor
 - d. Sidewalks, Stairs and Steps 95% Standard Proctor
 - e. Landscaped Areas (Greater than 16" below finished grade) 90% Standard Proctor
 - f. Landscaped Areas (Less than 16" below finished grade) 85% Standard Proctor
- 3.12.4 Subcontractor shall not operate mechanized vibratory compaction equipment within ten feet (10'-0") of new or existing structure walls, unless noted otherwise, without prior approval of the Structural Engineer of Record, Material Testing and Inspection Agency and the Contractor.
- 3.12.5 Subcontractor shall correct all settlement and eroded areas within one (1) year after completion at no additional cost to the Contractor including, but not limited to, brining grades to proper elevation, replanting or replacing any grass, shrubs, bushes or other vegetation disturbed by construction using corrective measures.

3.13 Trench Excavation, Bedding and Compaction

- 3.13.1 Furnish all trench excavation to the lines, grades and elevations to a reasonably smooth and uniform surface for all structures as required by the Contract Documents.
- 3.13.2 Subcontractor shall excavate the width of the trenches to permit the satisfactory joining and thorough tamping of the bedding material under and around the pipe. The bedding surface shall provide a firm foundation of uniform density through the entire length of the pipe. Recesses shall be excavated where required to accommodate bells and joints. The bottom of trenches shall be carefully shaped and rounded to the shape of the lowest one fourth of the outside circular portion of the pipe for its entire length, and when necessary, shall be tamped to secure uniform support.
- 3.13.3 Subcontractor shall restrain all trench walls with adequate sheeting and shoring where unstable or use a trench box or shoring box when practical in accordance with OSHA requirements and local Authorities having jurisdiction.
- 3.13.4 Subcontractor shall be responsible to replace unauthorized excavations with approved fill materials at no cost to the Contractor when the Subcontractor, through negligence or other fault, excavates below the designated grades.
- 3.13.5 Subcontractor shall notify the Contractor immediately if trench excavation rock is encountered during excavation. Contractor reserves the right to contract this work with an alternate subcontractor.
- 3.13.6 Furnish and install bedding and initial cover for all utilities installed by this Work as required by the Contract Documents.
- 3.13.7 Subcontractor shall bed bottom quadrant of pipe on undisturbed soil or bedding course. Subcontractor shall bed pipe in a minimum of four inches (4") of bedding course with twelve inches (12") of initial cover at all piping, both measured at the bell of the pipe, unless otherwise noted as required by the Contract Documents. Subcontractor shall utilize granular fill for bedding where rock or rocky materials has been excavated.
- 3.13.8 Subcontractor shall compact fill or backfill utility trenches in uniform layers up to two feet (2'-0") above top of pipe and evenly on each side to eliminate lateral displacement to not less than the following percentages of maximum dry density, unless otherwise noted, as required by the Contract Documents:
- a. Cohesive Backfill 92% Standard Proctor
 - b. Cohesionless Backfill 98% Standard Proctor
 - c. Cohesive Backfill Under Improved Areas
(Greater than 12" below finished grade) 90% Standard Proctor
 - d. Cohesionless Backfill Under Improvements
(Greater than 12" below finished grade) 95% Standard Proctor
 - e. Cohesive Backfill Under Improvements
(Less than 12" below finished grade) 95% Standard Proctor
 - f. Cohesionless Backfill Under Improvements
(Less than 12" below finished grade) 98% Standard Proctor

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- g. Cohesive Backfill in Unimproved Areas 85% Standard Proctor
- h. Cohesionless Backfill in Unimproved Areas 90% Standard Proctor

3.13.9 Subcontractor shall not advance an open trench more than two hundred feet (200'-0") ahead of any pipe installation or leave a trench open more than fifty feet (50'-0") at the end of each day, unless otherwise noted, as required by the Contract Documents.

3.14 Site Utilities – Demolition

3.14.1 Demolish and remove all above and underground site utilities scheduled to be removed as required by the Contract Documents. Subcontractor shall coordinate shut-off of services if the services are active. Subcontractor shall not abandon respective utility until existing services have been reconnected to the new utility system.

3.15 Site Utilities – Roof Drains

3.15.1 Furnish and install all roof drains as required by the Contract Documents.

3.16 Site Utilities – Storm Drainage System

3.16.1 Furnish and install a complete storm drainage system to the specified locations and depths to a point within five feet (5'-0") of the structure including, but not limited to, piping, manholes, inlets, catch basins, castings, apron end walls and rip rap as required by the Contract Documents.

3.16.2 Furnish and install all trench drains and grates as required by the Contract Documents.

3.16.3 Subcontractor shall make all necessary openings into existing structures or sewers including the reconstruction of existing inverts or benches, as necessary. Subcontractor shall patch all openings permanently watertight with concrete brick and mortar, or hydraulic cement and waterstops, or for sanitary sewers, hydraulic cement and flexible watertight boots.

3.16.4 Subcontractor shall visually inspect excessive water infiltration and soil leakage into sewer or structures. Subcontractor shall repair or correct any infiltration or soil leakage that is considered excessive.

3.16.5 Subcontractor shall perform deflection testing on all plastic piping by a "go-no-go" deflection test mandrel. Subcontractor shall not perform deflection testing any sooner than thirty (30) days following the installation of the pipe. Subcontractor shall pull the mandrel by hand or hand operated winch so as to avoid any damages to the pipe that may be caused by mechanized pulling equipment. Subcontractor shall test the pipeline for a maximum allowable internal deflection of the pipe, in any direction, of not to exceed five (5) percent of the original internal diameter for the pipeline tested, regardless of how long after installation the testing takes place.

3.16.6 Subcontractor shall televise all new sewer lines to provide a record of the actual conditions inside the newly constructed system via closed circuit televising equipment as required by the Contract Documents. Subcontractor shall utilize televising equipment with a color camera and a monitor screen specifically designed and equipped for the conditions of the sewers. Furnish equipment so that the televised picture, any on-screen data and any audio notes of the sewer inspection may be permanently recorded on DVD. Subcontractor shall transport the camera equipment through the sewers by means of a mechanical or hand operated winch capable of providing speed and directional control necessary to fully observe the interior of the sewer. Furnish a light source for the necessary illumination. Furnish televising equipment with an on-screen distance meter capable of registering distances in the sewer from the starting manhole and accurate to the nearest 0.5' station to facilitate in the locating of sewer features and or defects from the ground surface. Furnish televising equipment with an on-screen date and time clock to permit the verification of the date and time of the television inspection. DVD's of the sewer inspection shall contain audio notes describing the sewer location, direction of inspection, and a description of any pertinent features observed during the televised inspection including service locations, leaking, faulty joints, debris in the line, offset joints, etc.. In addition, record this information on a written log or record in a format as required by the Contractor. The Subcontractor shall furnish two (2) copies of the DVD to the Contractor.

3.16.7 Furnish and install detectable metallic locator tape, specifically manufactured for locating utilities, six inches (6") wide and marked "sewer" and detectable at a depth of twenty-four inches (24") as required by the Contract Documents.

3.17 Site Utilities – Sanitary Sewerage System

- 3.17.1 Furnish and install a complete sanitary sewerage system to the specified locations and depths to a point within five feet (5'-0") of the building including, but not limited to, all piping, manholes and castings as required by the Contract Documents.
- 3.17.2 Subcontractor shall make all necessary openings into existing structures or sewers including the reconstruction of existing inverts or benches, as necessary. Subcontractor shall patch all openings permanently watertight with concrete brick and mortar, or hydraulic cement and waterstops, or for sanitary sewers, hydraulic cement and flexible watertight boots.
- 3.17.3 Furnish and install all grease trap and associated piping as required by the Contract Documents.
- 3.17.4 Furnish and install detectable metallic locator tape, specifically manufactured for locating utilities, six inches (6") wide and marked "sewer" and detectable at a depth of twenty-four inches (24") as required by the Contract Documents.
- 3.17.5 Subcontractor shall perform leakage testing on all new sanitary sewer lines as required by the Contract Documents
- 3.17.6 Subcontractor shall perform deflection testing on all plastic piping by a "go-no-go" deflection test mandrel. Subcontractor shall not perform deflection testing any sooner than thirty (30) days following the installation of the pipe. Subcontractor shall pull the mandrel by hand or hand operated winch so as to avoid any damages to the pipe that may be caused by mechanized pulling equipment. Subcontractor shall test the pipeline for a maximum allowable internal deflection of the pipe, in any direction, of not to exceed five (5) percent of the original internal diameter for the pipeline tested, regardless of how long after installation the testing takes place.
- 3.17.7 Subcontractor shall televise all new sewer lines to provide a record of the actual conditions inside the newly constructed system via closed circuit televising equipment as required by the Contract Documents. Subcontractor shall utilize televising equipment with a color camera and a monitor screen specifically designed and equipped for the conditions of the sewers. Furnish equipment so that the televised picture, any on-screen data and any audio notes of the sewer inspection may be permanently recorded on DVD. Subcontractor shall transport the camera equipment through the sewers by means of a mechanical or hand operated winch capable of providing speed and directional control necessary to fully observe the interior of the sewer. Furnish a light source for the necessary illumination. Furnish televising equipment with an on-screen distance meter capable of registering distances in the sewer from the starting manhole and accurate to the nearest 0.5' station to facilitate in the locating of sewer features and or defects from the ground surface. Furnish televising equipment with an on-screen date and time clock to permit the verification of the date and time of the television inspection. DVD's of the sewer inspection shall contain audio notes describing the sewer location, direction of inspection, and a description of any pertinent features observed during the televised inspection including service locations, leaking, faulty joints, debris in the line, offset joints, etc.. In addition, record this information on a written log or record in a format as required by the Contractor. The Subcontractor shall furnish two (2) copies of the DVD to the Contractor.

3.18 Site Utilities – Water Distribution System

- 3.18.1 Furnishing and install a complete domestic water system to the specified locations and depths to a point within five feet (5'-0") of the building including, but not limited to, all structures, piping, valves, valve boxes, hydrants, fittings, joint restraints and thrust blocks as required by the Contract Documents.
- 3.18.2 Furnish and install a complete fire water system to a point within five feet (5'-0") of the building including, but not limited to, all piping, valves, fire department connections, hydrants, fittings, joint restraints and thrust blocks as required by the Contract Documents
- 3.18.3 Furnish and install all backflow preventers as required by the Contract Documents.
- 3.18.4 Subcontractor shall maintain clearances between water mains and existing or proposed sewer lines as follows, unless otherwise noted, as required by the Contract Documents:
 - a. Eight foot (8'-0") horizontal separation, measured center to center, between water mains and existing or proposed sanitary or storm sewers;
 - b. Six inch (6") vertical separation, measured from outside of pipes, where water mains cross over sanitary or storm sewers;
 - c. Eighteen foot (18'-0") vertical separation, measured from outside of pipes, where water mains cross under sanitary or storm sewers.

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- 3.18.5 Subcontractor shall make connections to existing water mains by live tapping, unless otherwise noted, as required by the Contract Documents. Subcontractor shall furnish tapping sleeves, valves, cutting-in sleeves and other materials specifically manufactured for use with the type of pipe to which the connection is to be made and when possible, connection shall be made at existing pipe stubs, valves or other fittings.
- 3.18.6 Furnish and install detectable metallic locator tape, specifically manufactured for locating utilities, six inches (6") wide, marked "water", blue in color and detectable at a depth of eighteen inches (18") as required by the Contract Documents.
- 3.18.7 Subcontractor shall perform pressure tests on all water mains and laterals as required by the Contract Documents. Subcontractor shall furnish all valves, fittings, joint restraints, hoses, compressors, water and power supply as necessary to complete pressure testing. Subcontractor shall utilize testing apparatus that is fabricated specifically for testing water mains and calibrate pressure gauges as necessary. Subcontractor shall flush main as necessary to remove air prior to testing. Subcontractor shall perform a combined pressure/leakage test for one (1) hour at a pressure equal to 150% of system normal operating pressure, as measured at the lowest point in the system, or a minimum pressure of 150 psig unless noted otherwise. Subcontractor shall set-up the pressure test equipment as close to the highest point in the line as possible. Subcontractor shall record and document pressure test(s) by recording the following information and submitting to the Contractor:
- a. Date of Test
 - b. Section Tested
 - c. Diameter and Length of Main Under Test
 - d. Number of Fittings, Valve Hydrants, etc.
 - e. Results of Test Including Test Lengths, Pressure, Actual Water Loss
 - f. Calculation of Allowable Leakage
 - g. If a Failed Test, Describe Actions Take to Eliminate Leaks and Results of Re-Testing
- 3.18.8 Subcontractor shall perform continuity testing using a multi-meter to verify electrical continuity of the water main system. Subcontractor shall record and document pressure test(s) by recording the following information and submitting to the Contractor:
- a. Date of Test
 - b. Test Methods and Equipment
 - c. Section Tested
 - d. Diameter and Length of Main Under Test
 - e. Number of Fittings, Valve Hydrants, etc.
 - f. Results of Test Including Resistance
 - g. If a Failed Test, Describe Actions Take to Eliminate Leaks and Results of Re-Testing
- 3.18.9 Subcontractor shall allow a minimum of forty-eight (48) hours for disinfection to occur prior to flushing. Subcontractor shall flush all sections of water main and water service and when possible utilize hydrants or other large diameter orifices to complete flushing and achieve 2.5 Feet per Second (fps) water velocity. Subcontractor shall flush all water main and services for a minimum of ten (10) minutes or as necessary to obtain a sediment free and bacteriological safe sample. Subcontractor shall utilize diffusers, hoses, settling basis and other devices as necessary to limit erosion and other damage to the Site and downstream areas. Subcontractor shall record and document flushing tests and submit to the Contractor.
- 3.18.10 Subcontractor shall collect a sample from the newly installed water main or water service(s) following all pressure testing and flushing. Subcontractor shall submit samples to the a licensed testing laboratory for bacteriological (colliform bacteria) analysis. Subcontractor shall document bacteriological sample collection and analysis by recording the following information and submitting to the Contractor:
- a. Date of Sample
 - b. Sample Collection Methods and Equipment
 - c. Person Collecting the Sample

- d. Location(s) Sample Was Collected
 - e. Results of Sample Analysis
- 3.18.11 Subcontractor shall re-disinfect water main and water services if unsafe coliform bacteria are present by introducing additional chlorine into the line and re-flushing the main. Subcontractor shall repeat this process until a clean sample is obtained. Subcontractor shall be responsible for all efforts to obtain a safe sample. Subcontractor shall submit all reports to the Contractor.

3.19 Subdrainage System

- 3.19.1 Furnish and install subdrainage systems around all foundations that retain earth or enclose habitable or usable space located below grade including, but not limited to, perforated corrugated pipe, non-woven fabric or sock and gravel or crushed stone as required by the Contract Documents including.
- 3.19.2 Subcontractor shall connect the subdrainage drainage system to the nearest storm drainage structure, in a non-perforated lateral pipe, or daylight the piping as required by the Contract Documents. Subcontractor shall make the connection so that the pipe invert elevation eliminates the possibility of backflow or flooding of the footing subdrainage system.

3.20 Material Testing and Inspection

- 3.20.1 The material testing and inspection agency, furnished by others, shall conduct compaction test(s) at every mass fill lift or trench excavation at the specified intervals as required by the local Authority having jurisdiction and as required by the Contract Documents. This Subcontractor shall cooperate with the material testing and inspection agency and any areas found to be unstable or below acceptable standards, shall be immediately corrected by this Subcontractor at no additional expense to the Contractor.
- 3.20.2 Subcontractor, as part of its earth moving, grading, and utility installation, shall protect and maintain the existing soils in a useable condition. Grading, seal rolling, tarping, scarifying, aeration shall be employed as necessary and no additional payments will be made based on suitable soils not being usable.

3.21 Temporary Facilities and Controls

- 3.21.1 Furnish all pedestrian and traffic control including, but not limited to, competent flagmen, temporary signage, barriers, cones, barricades, detours necessary to prevent disruption to traffic flow in accordance with Department of Transportation (DOT) requirements and all other Authorities having jurisdiction.

3.22 Temporary Utility Requirements

- 3.22.1 Furnish and install sanitary sewer connection(s) from the Contractor's construction office to the temporary holding tank(s), furnished by the Contractor. Price shall include cutting, capping and removing temporary service(s) at the completion of the Project.
- 3.22.2 Furnish and install domestic water connection(s) from the Contractor's construction office to the nearest water source. Price shall include cutting, capping and removing temporary service(s) at the completion of the Project.
- 3.22.3 Furnish and install a tire washing station including, but not limited to, a one half inch (1/2") reinforced garden hose with a spray nozzle connected to the nearest water source. Each respective subcontractor shall be responsible for cleaning their own vehicles.

PART 4 – ASSUMPTIONS AND CLARIFICATIONS

4.1 Assumptions and Clarifications

- 4.1.1 Not Applicable

PART 5 – CLEANUP

5.1 Cleanup

- 5.1.1 Subcontractor shall be responsible for daily clean-up as defined in the General Conditions.
- 5.1.2 Subcontractor shall be responsible for maintaining a clean Site including, but not limited to, sweeping or scraping the roads of dirt and debris, cleaning construction debris, keeping vehicles and machinery in obscure locations and maintaining a neat and orderly Site. Subcontractor shall also be responsible for maintaining a dust free work environment in all aspects of this Work.

PART 6 – EXCLUSIONS

6.1 Exclusions

- 6.1.1 Land Disturbance Permit (LDP) [01]
- 6.1.2 Building Demolition Permit [01]
- 6.1.3 Domestic Water Tap and Meter Fees [01]
- 6.1.4 Sewer Tap Fees [01]
- 6.1.5 Material Testing and Inspection [01]
- 6.1.6 Hazardous Material Abatement [01]
- 6.1.7 Hazardous Material Excavation and Removal [01]
- 6.1.8 Building Demolition [02]
- 6.1.9 Excavation Rock and Removal [02]
- 6.1.10 Trench Rock Excavation and Removal [02]
- 6.1.11 Controlled Basting [02]
- 6.1.12 Asphalt Paving Granular Subbase [02]
- 6.1.13 Concrete Paving Granular Subbase [02]
- 6.1.14 Asphalt Paving [02]
- 6.1.15 Striping [02]
- 6.1.16 Parking Signage [02]
- 6.1.17 Curb and Gutter [02]
- 6.1.18 Landscape Irrigation Sleeves [02]
- 6.1.19 Landscape Irrigation System [02]
- 6.1.20 Fences and Gates [02]
- 6.1.21 Landscaping [02]
- 6.1.22 Drilled Pier Spoils Removal [02]
- 6.1.23 Driven Pier Spoils Removal [02]
- 6.1.24 Cast-In-Place Concrete Footings and Foundation Excavation [03]
- 6.1.25 Concrete Slab-On-Grade Granular Subbase [03]
- 6.1.26 Cut and Cap Natural Gas Services [15]
- 6.1.27 Cut and Cap Electrical Services [16]
- 6.1.28 Cut and Cap Telephone and Cable Television Services [16]
- 6.1.29 Site Lighting Sleeves [16]

GENERAL REQUIREMENTS:

1. The Subcontractor included performing all work in accordance with the contract documents and all local, state and Federal codes or ordinances including compliance with ADA and OSHA regulations or specification requirements. Generally accepted industry standards will be the criteria used to judge the performance of the work. The Subcontractor agrees to abide by and enforce all work rules and safety requirements stipulated by BM&K. It is understood that OSHA requirements are a minimum standard and the subcontractor agrees to abide by all Safety requirements stipulated by BM&K, regardless of whether they are required by OSHA.

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2. Subcontractors must have a current safety program and abide by OSHA and BM&K safety requirements including adoption of a 100% fall protection program for all persons employed by the Subcontractor. Zero accidents are our goal and it is mandatory that all subcontractors report safety hazards immediately. In the event of an accident, BM&K requires that injuries are to be reported immediately to the Project Superintendent and provide copies of all accident reports to BM&K within 24 hours of the reportable injury. The Subcontractor shall provide BM&K with a Site Specific Safety Plan for this project.
3. The Subcontractor will participate fully in BM&K's Safety Partner Program. The Subcontractor will insure his or her entire workforce (workers and supervision) completes the necessary documentation (BM&K forms SP1000, SP2000, SP2000(s)) to assure understanding and compliance with BM&K's Safety Program. It will be the responsibility of the Subcontractor's Project Manager/Superintendent to have these forms completed prior to commencing work. The Subcontractor understands that no worker will be permitted to work on the project without proof (hardhat decal) he or she understood and agreed to BM&K's safety rules.
4. The Subcontractor is responsible for providing any scaffolding, work platforms and/or man lift(s) required for the installation of the work. BM&K requires 100% fall protection for any trade person working over 6 feet above any floor or grade condition including personnel utilizing scaffold or lifts. BM&K shall install a roof perimeter handrail system for roof edge safety conditions.
5. The Subcontractor shall furnish all ice, water, drinking cups and coolers as required for his or her own forces.
6. Lewd comments, profanity, obscene gestures, unruly behavior etc. will not be tolerated. Violators will be permanently removed from project.
7. Tobacco and smoking are not allowed in the building at any time. Eating or drinking will not be allowed in the building after the start of finishes. Individuals who refuse to follow these guidelines will be required to leave the jobsite.
8. All jobsite signage is subject to approval by BM&K and will be allowed at BM&K's sole discretion.
9. Any necessary dust control provisions for containing dust, dirt and any other contaminant generated by the work performed under this subcontract is included. If wet cutting of concrete, block or brick is not utilized, it is this Subcontractor's responsibility to advise BM&K prior to dry cutting. Dry cutting of concrete and masonry, which released silica into the air, will require the use of respirators as well as proper training on their use.
10. The Subcontractor has visited and examined the site and has familiarized him or herself with the surroundings and drawings and has included all required costs. The Subcontractor has also determined in advance and made allowances for the methods of installation and connection of the equipment/materials and the means of getting equipment/materials into place. BM&K does not anticipate providing temporary use of hoists.
11. The Subcontractor is responsible for securing and paying all permits, fees, sales taxes, use taxes and licenses for the work, including, but not limited to the following: highway and street use permits, crane and hoisting permits, City and County business licenses, trade specific permits, etc. The Subcontractor is responsible for coordinating with BM&K and other trades for permit inspections and making the request for inspection with the applicable governing agency.
12. The Subcontractor is responsible for confirmation of code approval of materials and equipment specified. No allowances will be made for any error resulting from failure to conform to existing codes. In case of conflicts with codes, drawings or specifications, the most stringent criteria shall prevail.

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13. The Subcontractor understands that his or her work is being performed in a public area. He or she must carefully plan the work, take all necessary precautions, and implement the work so as not to affect or disrupt adjacent properties or roadways in any manner. Specifically, including, but not limited to, safety, noise, dirt, dust, personnel interference, and emissions all of which may be disruptive and offensive to BM&K, the Owner, or the community and local authorities having jurisdiction. This subcontractor includes any necessary shift work to lessen any disruption or interference called to his or her attention. The Subcontractor must maintain and clean all roadways of any debris or dirt and repair damages to the roadway due to his or her operations.
14. The Subcontractor at all times shall keep the premises free from waste materials or rubbish caused by its operations. At the completion of every work period (each day or shift), the Subcontractor shall remove all of his or her waste materials and rubbish and broom clean any areas his or her work occurred in or through. In addition, all tools, construction equipment, temporary protection, machinery and surplus materials will be properly stored. If the Subcontractor fails to properly perform this duty, BM&K will perform the required clean up after notifying the job site Foreman for the Subcontractor and will charge said Subcontractor for costs incurred, including supervision as well as a 15% fee. This Subcontractor shall provide portable dumpsters for removal of its own waste material. Large cardboard boxes must be broken down prior to being placed in the dumpster. The Subcontractor will be responsible for the proper disposal of items not allowed to be placed in the dumpster. BM&K will assign an area where employees are to take breaks and eat lunch. The Subcontractor is responsible for control and clean-up of these areas including providing trash barrels, which are to be emptied in the centrally located dumpsters.
15. Provide underground utility location and protection as required. Work shall not begin until the Subcontractor is satisfied that all underground utilities have been properly located, and there is no danger of damage to underground utilities. This Subcontractor includes all repairs required to existing underground utilities that result during excavation.
16. The Subcontractor shall protect existing finishes from damage, including the use of tarps, plastic, and/or other protection, while working. The Subcontractor shall be responsible for all costs associated with repairs of existing finishes if damaged.
17. The Subcontractor is responsible for all equipment and material stored onsite. BM&K assumes no responsibility for the safety of equipment and material stored onsite. The Subcontractor is responsible for the security and/or protection of his or her property, and the property of any other trades working for the Subcontractor. All costs associated with the replacement of the Subcontractor's equipment and materials are the responsibility of the Subcontractor.
18. The Subcontractor is responsible for providing adequate personnel necessary to thoroughly wash down all trucks and equipment, when needed, prior to them leaving the site. BM&K will provide wash down facilities at the entrances to the site. The Subcontractor will be responsible for street cleaning, imposed fines and schedule delays associated with municipal enforcement of this requirement.
19. The Subcontractor is responsible for all layout and all field measurements of his or her work. BM&K will provide elevation benchmarks and maintain one (1) control grid line North/South and one (1) control grid line East/West for the project.
20. Multiple move-ins/mobilizations will be required to complete the scope of work covered in this scope.
21. All additional costs associated with not using the basis of design will be borne by the Subcontractor.
22. The Subcontractor understands that they must take all necessary precautions and be responsible for all necessary plans and implementation so as not to effect or disrupt adjacent operations and properties in any manner, specifically including, but not limited to, safety, noise, dirt, dust, and personnel interference.

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23. As soon as the progress of the work advances to the point that temporary power can be established on the site, BM&K will provide a 120 volt temporary power system. All drop cords and or temporary generators necessary for the completion of this scope of work are the responsibility of this Subcontractor. Special power connections for welders, saws or other specialty equipment are not included. Intermittent interruption of the temporary power source will occur from time to time. Any intermittent interruptions are not acceptable as an excuse for not pursuing the work.
24. The Subcontractor will provide all task lighting required to complete the Subcontractor's work (other than temporary lighting provided by the electrical Subcontractor in accordance with OSHA minimum requirements) for the specified scope of work. The Subcontractor shall include extension cords for completion of the specified work.
25. This Subcontractor acknowledges the importance of continuously directing and monitoring its workforce and coordinating its work with BM&K and other Subcontractors on site. As such, this Subcontractor agrees to provide a full time onsite foreman that is competent and capable to direct this Subcontractor's workforce, coordinate this Subcontractor's work with other trades, and is enabled and capable to make decisions on behalf of this Subcontractor. If BM&K determines that this Subcontractor's foreman is not adequately meeting the responsibilities defined above, with forty-eight (48) hours' notice BM&K may require this Subcontractor to provide a competent and capable replacement. This Subcontractor shall bear all costs associated with any supplemental supervision that is required to maintain the project schedule during this transition.
26. Before the Subcontractor shall move any material or equipment on site, he or she shall furnish BM&K with a statement detailing the means and methods by which such materials and equipment will be moved to the site and where the same is anticipated to be stored thereon. All delivery and storage of materials must be scheduled through and coordinated and approved in advance by BM&K's Superintendent. Materials delivered without advance notification and approval can be rejected by BM&K and all associated re-delivery costs shall be paid by this Subcontractor. The Subcontractor must provide his or her own personnel and equipment to receive, unload, distribute, sort, hoist, rig and store delivered materials and provide the necessary means and methods to protect their equipment and/or materials from weather, damage and vandalism or theft until acceptance by the Owner. This requirement includes materials purchased by BM&K or the Owner for this Subcontractor's use. Any materials allowed to be staged in the building will be required to be either on pallets or dunnage. Any stored materials may be subject to relocation at Subcontractor's expense if the stored materials conflict with the work being performed.
27. The Subcontractor shall coordinate and verify information with project conditions, BM&K, other Contractors, other Subcontractors, utility companies and his or her suppliers to properly integrate his or her work into the project. The Subcontractor will field verify all onsite conditions prior to the fabrication process. This Subcontractor includes rerouting of installations, special fabrication and any extra material required due to any interference that may be encountered from inadequate or improper field verification. If this Subcontractor is unable to field verify conditions (only as necessary for early fabrication prior to the installation of surrounding substrate) it will notify BM&K of such conditions and obtain written direction to proceed per the requirements of the Contract Documents without field verification.
28. Meetings:
 - a. BM&K will conduct **weekly Subcontractor meetings**. This is a coordination meeting, and it is **mandatory** for your Foreman and Project Manager to attend these meetings while working on the job site.
 - b. BM&K will conduct **weekly safety meetings**. **All on-site personnel are required to attend weekly jobsite safety meetings**. You may conduct your own safety meetings separately providing: 1) Your Foreman and/or Safety Representative attend BM&K's Safety meetings and 2) Your Foreman furnished BM&K a copy of the minutes and sign-in sheet(s) from your safety meetings each week while working on the job site.

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- c. Pre-installation/coordination meetings** will be held as specified in the Contract Documents and/or on an as needed basis among the appropriate Subcontractor personnel. These meetings are essential to reduce potential coordination conflicts in the field. We expect the Subcontractor to actively participate when requested to attend.
29. The Subcontractor agrees to maintain an on-site As-Built master set of drawings and to record all changes to the work as they occur, updated weekly. This Subcontractor's Monthly pay requests may be held until the As-Built information is properly and accurately recorded and reviewed by the appropriate consultant. The Subcontractor is further required to list a line item on their Schedule of Values representative of 5% of the Subcontract sum. Only upon approval of the As-Built drawings by BM&K, the Architect and their consultants (as necessary), and the Owner, will the Subcontractor be permitted to bill 100% of this line item. As-Built drawings are to be submitted to BM&K 45 days prior to the contract schedule date of substantial completion. Failure to do so will result in the withholding of funds by BM&K. At the end of the project, as a condition of final payment the Subcontractor must provide As-Built information electronically on data media (CD or DVD) and submit it along with BM&K's required number of hard copies prior to subcontract closeout.
 30. The Subcontractor is required to list a line item on his or her Schedule of Values representative of 5% of his or her Subcontract sum associated with Closeout documents (O&M Manuals, Training, etc.). Upon receipt, approval and submission to the owner the Subcontractor will be permitted to bill for this amount. Progress billings based upon initial submission and approval may be permitted. Closeout documents that can be submitted directly after approval of submittals by the architect should be submitted. Only upon final approval by BM&K, the architect and their consultants (as necessary), and the Owner, the Subcontractor will be permitted to bill 100% of this line item. O&M manuals and closeout documents are to be submitted to BM&K 90 days prior to contract scheduled date of substantial completion. Failure to do so will result in the withholding of funds by BM&K.
 31. Provide attic stock in quantities as specified in the contract documents. Coordinate turnover of attic stock with BM&K prior to delivery at the job site. The Subcontractor must turn over attic stock to a designated BM&K representative, with a transmittal outlining material and quantities for signature prior to handover.
 32. The Subcontractor is responsible to perform maintenance and service programs, warranty/guarantee follow-ups, and seasonal adjustments or inspections as specified in the contract documents. All warranties shall commence upon Final Completion.
 33. The Subcontractor will be responsible for providing traffic control, including flagmen, barricades, safety signage, street closure permits, etc. as required. Street cleaning of mud, dirt and debris will be the responsibility of the Subcontractor when caused by his or her operation.
 34. The Subcontractor will provide an adequate number of fire extinguishers, fully charged and located in the immediate area where any open flame operation is taking place as part of his or her work.
 35. All proposals for change work are to be submitted with adequate backup information, including itemized material listing with quantities and associated cost. Labor hours by trade and the rate must also be included. If labor fringes are included in the hourly rates percentages shall be indicated. Equipment cost including rates and associated time utilized must be identified. This information is to be included in all proposals whether they are deductive, additive, or a combination of both.
 36. Upon notification by BM&K, the Subcontractor has five working days to price changes to the contract documents. If pricing or comments are not received by the end of the five day period, the work will be incorporated into the contract documents without any remuneration by BM&K or the Owner.
 37. Subcontractors are not to proceed with extra work without pre-approved pricing and a written directive to proceed. BM&K may, at its own discretion, direct the Subcontractor to perform extra work on a "time and material" basis in accordance with the subcontract agreement. Any extra work tickets, including punch list

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tickets, shall be verified (and signed) each day by BM&K's Project Superintendent or Project Manager. **BM&K WILL NOT SIGN BACKDATED TICKETS.** BM&K will not be responsible for costs associated with tickets that are not signed and verified on the date the work was performed. All pricing related to signed "extra work" tickets must be full itemized (including quantities, unit prices, overhead/profit, etc.) and **submitted to BM&K's Project Manager within five (5) business days** of performance of the work. **FAILURE TO FOLLOW ALL OF THE ABOVE PROCEDURES WILL RESULT IN DENIAL OF THE CLAIM AND SUBCONTRACTOR'S WAIVING OF SAID CLAIM.**

38. The Subcontractor is to submit his Schedule of Values adequately detailed and broken down to allow the percentage of work complete on a monthly basis for the payment applications. Original and complete applications for payment are due in BM&K's office by the 25th of each month, or on the next business day. Invoices may be emailed to invoices@bmandkinc.com. Executed subcontract, current insurance certificates, applicable bonding or Subguard requirements, and applicable lien waivers must be received in BM&K's office prior to the release of any progress payments.
39. Furnish a Professional Engineer (PE) licensed in the State of Georgia stamp for any calculations and drawings for products specified as "design build" or where calculations and drawings by a Professional Engineer are specified in the construction documents.
40. Provide BM&K with seven (7) copies of each product data submittal and seven (7) copies of all shop drawings. All submittals for each specification should be submitted in one package. No partial submittal packages will be reviewed.
41. Any costs of re-testing due to failure of this Subcontractor's work will be completed at this Subcontractor's expense.
42. The Subcontractor shall verify the identity and employment eligibility of all persons hired to work on this project as required by Federal Law using "E-Verify".
43. Normal work hours for this project shall be Monday through Friday from 7:00 a.m. to 5:00 p.m. Every Subcontractor is expected to be present and working during these hours until their scope of work is complete for the project. The Subcontractor is responsible for providing enough manpower to maintain the project schedule. Saturdays will be used as make up days should weather cause any portion of operations to be delayed/cancelled. These work hours and Saturday work as make up days are included in this subcontract as no additional cost.
44. All stated allowances included in this Subcontract are owned and managed by BM&K. The Subcontractor must notify BM&K in writing prior to spending allowances. In addition, The Subcontractor must fully document costs incurred with proper back-up submitted with each pay application.
45. The Subcontractor is aware that the owner will assess liquidated damages for late delivery of the project. The Subcontractor will bear the burden of any assessed liquidated damages as scheduled activities are not completed in the duration shown in the attached schedule or if subsequent trades are delayed by incomplete or improper work. The Subcontractor understands that the Owner imposed Liquidated Damages are \$100 per calendar day. In addition to Owner imposed Liquidated Damages, if the project is delivered late the Subcontractor will be assessed BM&K's actual costs attributable to the delay caused by the Subcontractor.

SUBCONTRACT TERMS AND CONDITIONS

This Subcontract issued by BM&K Construction & Engineering (hereinafter BM&K) and accepted by SUBCONTRACTOR, is made expressly subject to the following terms and conditions which are hereby incorporated into and made a part of said Short form Subcontract, sometimes referred to herein as the "Subcontract."

1. The Subcontractor shall provide all labor, materials, tools, equipment, scaffolding, permits, fees and any other items necessary to complete the work described above in strict accordance with the provisions of the Agreement between BM&K and the Owner insofar as applicable and with the conditions, (General, Special, Supplementary) of the Agreement between BM&K and the Owner for said work and the Plans, Specifications and Addenda if any, all of which form a part of the Agreement between BM&K and the Owner for said work, and are incorporated by reference into this Subcontract. BM&K and the Subcontractor agree to be bound by the Terms of said Agreement so far as applicable to this Subcontract, except as otherwise specifically provided in this Subcontract. The Subcontractor agrees to be bound to BM&K by the terms of said Agreement and to assume toward BM&K all the obligations and responsibilities that BM&K, by those documents, assumes toward the Owner. BM&K agrees to be bound to the Subcontractor by all the obligations that the Owner assumes to BM&K under said Agreement.
2. The Subcontractor agrees to provide the materials and labor described in this Subcontract free of any defects, in a workmanlike manner and in strict accordance with the plans and specifications for said project; a copy of which are incorporated herein by reference.
3. The Subcontractor shall provide said materials and labor in a timely fashion so as not to delay progress of said construction project, and Subcontractor shall be held fully liable for any delays caused by its failure to meet said schedule; except when said failure is due to an act of God or other cause completely outside Subcontractor's control.
4. Should BM&K in its sole discretion determine that joint check payments should be made to Subcontractor and its vendors, Subcontractor agrees to execute BM&K's Joint Check Agreement as a condition precedent to any payment being released.
5. BM&K shall have the right at all times to contact Subcontractor's suppliers and sub-subcontractors to ensure same are being paid by Subcontractor for labor or materials furnished for use in performing the work. Subcontractor agrees to cooperate with BM&K's efforts in this regard and will, within forty-eight (48) hours, provide the supplier and sub-subcontractor information required to facilitate BM&K's efforts to verify that the Subcontractor is timely and properly making payment to these entities.
6. The Subcontractor hereby authorizes BM&K to withhold retainage from payments due it at the same percentage, and for the same period as that retainage being regularly withheld from BM&K's payments by the Owner. BM&K is further authorized to withhold from sums owing Subcontractor, sufficient amounts to indemnify it against any losses or liabilities, which it may incur as a result of Subcontractor's failure to fully perform its obligations hereunder. As a condition precedent to payment due to the Subcontractor, it shall deliver to BM&K a release and/or waiver of lien on its behalf and from all of its subcontractors and material men in form satisfactory to BM&K as well as an affidavit as to all unpaid material men, labor, etc., incurred by the Subcontractor.
7. The Subcontractor agrees to indemnify BM&K and hold BM&K harmless from any claim brought by any party for the alleged negligence malfeasance or breach of duty of Subcontractor, its subcontractors, or their agents, servants or employees.
8. The Subcontractor shall be solely responsible for risk of loss to any materials shipped to BM&K hereunder until said materials are received, inspected, and accepted at the construction site, regardless of terms of shipment used.
9. BM&K shall notify the Subcontractor in writing of any defects or inadequacies in the labor or materials provided hereunder. Subcontractor shall have ten (10) days from the date of receipt of such notice to correct such defect. If no corrective action is taken by the Subcontractor within the allotted time, then BM&K may retain third persons to correct such defects and back-charge Subcontractor for the cost hereof. Acceptance by BM&K of material or payment by BM&K of material or payment by BM&K for labor and materials shall not be construed as approval of quality or workmanship and shall not constitute a waiver of the rights set forth herein.
10. In connection with performance work under this Subcontract, the Subcontractor agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry,

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national origin, age, handicap, sex, marital status, affectional or sexual preferences or political affiliation, except where sex is a bona fide occupational qualification. The Subcontractor agrees to give full consideration to the employment of disabled or handicapped persons on work they are qualified to do. The Subcontractor shall comply with Owner's Affirmative Action Program applicable to this project, if one exists. The Subcontractor further certifies that it does not and will not maintain or provide any segregated facilities at any of its establishments, and that it does not and will not permit any of its employees to perform services at any location under its control where segregated facilities are maintained. The Subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this Subcontract. As used in this certification, the term "segregated facilities" mean any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment area, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise. Subcontractor further agrees and certifies that it will comply with all applicable affirmative action and equal opportunity laws and regulations, including without limitation Executive Order 11246 dated September 24, 1965.

11. The Subcontractor hereby agrees to comply fully and completely with all state and federal fair labor standard laws and federal safety laws (OSHA) and shall indemnify BM&K and hold BM&K harmless from any losses or damages resulting from the Subcontractor's failure to comply. The Subcontractor agrees to comply fully and completely with all jobsite safety regulations and requirements, meet or exceed BM&K's Substance Abuse Policy, and observe the requirements of the Drug-Free Workplace Act of 1988.
12. Before commencing the work and until the warranty period designated by BM&K has lapsed, the Subcontractor, at its own expense, shall obtain and maintain in full force and effect, without interruption during the term of the Agreement, the following minimum levels of insurance and provide a certificate of insurance and appropriate supporting endorsement forms to the Contractor.

- **Commercial General Liability Insurance** written on an occurrence basis to include the following:
 - \$1,000,000 per occurrence limit, \$2,000,000 general aggregate and \$2,000,000 aggregate for products and completed operations
 - Additional insured status applying to both ongoing and completed operations. (form CG 2010 & CG 2037 7/04 or equivalent) Copies of these endorsements to be included with Certificate of Insurance.
 - Per Project Aggregate Endorsement
 - Waiver of Subrogation in favor of Contractor
 - No exclusions or modifications limiting coverage for contractual, damage to work performed by subs, residential work or XCU.
 - Coverage to be maintained for two years after job is complete
- **Commercial Automobile Liability** in the amount of \$1,000,000 combined single limit including coverage for owned, hired, and non-owned automobiles.
- **Commercial Umbrella** in the amount of \$1,000,000.
- **Workers' Compensation and Employer's Liability Insurance** to include the following:
 - Coverage A (Workers Compensation) – Statutory
 - Coverage B (Employer's Liability) - \$500,000 each accident and disease
 - Waiver of subrogation in favor of Contractor

The Subcontractors' insurance coverage shall be primary insurance as respect work on this project for BM&K (Contractor) its directors, officers, and employees. Any insurance or self-insurance maintained by Contractor shall be excess of the Subcontractor's insurance and shall not contribute with it. The Subcontractor, in its agreements with subcontractors, shall require subcontractors to obtain insurance meeting the minimum limits and incorporating the contractual requirements that are prescribed by this

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Section. The Subcontractor hereby waives and relinquishes any right of subrogation against Contractor and its agents, representatives, employees, and affiliates they might possess for any policy of insurance provided under this Section or under any State or Federal Worker's Compensation, or Employer's Liability Act. Subcontractor shall require its insurer to notify Contractor thirty (30) days prior to the effective date of any cancellation or material change in any of the required policies.

To the extent that the Subcontractor utilize deductibles in conjunction with the insurance required by this Agreement, all deductible expenses will be assumed by the Subcontractor and will be considered as the subcontractors' expenses and not part of the normal expenses associated with this Agreement. Insurance shall be placed with insurers with a Best's rating of no less than **A-** or better.

- **Indemnification.**

To the fullest extent permitted by law, Subcontractor shall and hereby does indemnify and hold harmless BM&K, its parent and affiliates, their respective officers, directors, employees and agents, from and against any and all losses, damages, injuries, causes of action, claims, demands and expenses, including reasonable legal fees and expenses, sustained by any person or property in consequence of any defects or deficiencies in the services, latent or otherwise, and any nonconformity such services with applicable federal, state, county and local laws, ordinances, regulations and codes. Such indemnification shall survive the termination or expiration of this Agreement.

13. Should there be any delay in the delivery of the equipment, material or supplies described in this Subcontract due to shortages, work stoppages, show downs, strikes, picketing, or boycotts, then without waiving or in any way diminishing any other rights hereunder, BM&K shall have the right to cancel this Subcontract upon giving twenty-four (24) hours written notice of its intention to do so. The Subcontractor shall at all times provide a sufficient number of skilled workers to perform the work covered by said Subcontract with promptness and diligence and in a workmanlike manner and without delay.
14. The Subcontractor shall at all times keep the premises neat and clean. Subcontractor is responsible for cleaning and/or removing finger marks, smudges, stains, etc., caused by its forces. The Subcontractor is also responsible for removal of its debris to a location designated by BM&K.
15. Any claim, dispute or other matter in question between BM&K and the Subcontractor relating to this Subcontract may be decided at the sole option of BM&K by arbitration in accordance with the Construction Industry arbitration rules of the American Arbitration Association then obtaining. Each party shall be solely responsible for its own expenses of the arbitration, including arbitration fees and expenses, and attorneys' fees and expenses, and shall not be recoverable in arbitration regardless of the outcome of the arbitration proceedings.
16. BM&K agrees to pay the Subcontractor monthly for said work. The equitable pro-rata portion of this Subcontract shall be paid by BM&K to the Subcontractor monthly as the work proceeds provided that the Subcontractor has delivered to BM&K prior to the 25th day (or such day as BM&K may stipulate), an invoice prepared on BM&K's form describing the work performed during the preceding thirty days by the Subcontractor together with duly executed receipts by BM&K's Superintendent or Project Manager. The equitable pro-rata progress payments shall be in an amount equal to 90% of the completed Subcontract amount (or such greater percentage as afforded through BM&K by Owner). All payments made by BM&K to Subcontractor are totally contingent upon BM&K's actual receipt of its corresponding payment from the Owner and no part of which shall be due until fifteen (15) days after Owner shall have paid Contractor. Therefore the Subcontractor assumes the risk of the Owner's non-payment and agrees that payment by the Owner to BM&K is a strict condition precedent to BM&K's payment obligation to the Subcontractor.
17. The Subcontractor shall immediately prepare and submit to BM&K shop drawings, samples, catalogue cuts, etc. as required the Contract Documents.
18. The Subcontractor is to employ men and mechanics on the work who will at all times work in harmony with the men employed by BM&K and other Subcontractors in the job, and should BM&K's or the Subcontractor's work for any reason be stopped or materially delayed in the judgment of BM&K due to the Subcontractor not having proper men or mechanics to the work on the job, then BM&K shall have the right after twenty-four (24) hours written notice to employ such men or mechanics to complete the work who

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will work in harmony with the men and mechanics employed by BM&K and other Subcontractors on the job, and the cost of completing the unfinished part of the Subcontractor's work shall be charged to the Subcontractor.

19. In the event that it becomes necessary for BM&K to retain an attorney as a result of any breach by the Subcontractor hereunder, then Subcontractor shall be liable to BM&K for its reasonable attorney's fees and expenses so incurred, as well as any damages resulting from said breach.
20. The Subcontractor waives its right to seek indirect or consequential damages from BM&K arising from or relating to this Subcontract, the work, or the project.
21. Neither this Subcontract, nor any part hereof, may be assigned by the Subcontractor, without the express, written consent of BM&K.
22. Additional requirements of this Subcontract and this Construction Project, peculiar to this Subcontract are set forth in the scope of work attached hereto and made a part hereof.
23. This Subcontract, and the documents expressly incorporated herein by reference, constitute the entire understanding of the parties and may only be amended by a writing executed by both parties hereto.
24. The Subcontractor acknowledges that it is an independent contractor and not an employee or agent of BM&K. This Subcontract is with BM&K and no other party. Communications concerning the work hereunder shall be direct solely to BM&K and not to the project's Owner, Architect and Engineer.
25. This Subcontract shall be binding upon the Subcontractor's executors, administrators, successors and assigns.
26. The Subcontractor warrants and guarantees the work to the full extent provided for in the Contract Documents. Without limiting the foregoing or any other liability or obligation with respect to the work, the Subcontractor shall, at its expense and by reason of its express warranty, make good any faulty, defective or improper parts of the work discovered within one year from the date of acceptance of the project by the Architect and Owner or within such longer period as may be provided in the Contract Documents.
27. The interpretation of this Subcontract, and the rights and liabilities arising hereunder, shall be governed by the laws of the State of Georgia, unless otherwise stated in the Subcontract document.

The following exhibits and attachments are incorporated in this Subcontract by reference:

- Exhibit A – Contract Document List (under separate cover)
- Exhibit B – Subcontractor's Application for Payment
- Exhibit C – Interim Waiver and Release of Liens
- Exhibit D – Final Waiver
- Exhibit E – Immigration and Security Form
- Exhibit F – Certificate of Insurance
- Exhibit G -- Warranty
- Exhibit H – W9

APPROVED AND ACCEPTED:

BY: **SUBCONTRACTOR**

BY: **BM&K**

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

Distribution: Addressee; Project File; Superintendent