

PROJECT MANUAL

**PARKS & RECREATION
STORAGE BUILDING**

**1086 NEW LONDON TURNPIKE
GLASTONBURY, CT 06033**

BID #GL-2014-22

MARCH 12, 2014

TOWN OF GLASTONBURY

INVITATION TO BID

<u>BID #</u>	<u>ITEM</u>	<u>DATE & TIME REQUIRED</u>
GL-2014-22	Parks & Recreation Storage Building	April 10, 2014 @ 11:00 a.m.

The Town of Glastonbury is currently seeking bids for the installation of a 3,360 square foot pre-engineered metal storage building at 1086 New London Turnpike, Glastonbury, Connecticut.

Bid packages may be obtained at The Print House LLC, 22 Krieger Lane, Unit 6, Glastonbury, CT 06033. Copies of the Plans and Specifications may be obtained at the non-refundable cost of reproduction (\$30./estimate). Bidders are advised to call (860-652-0803) at least 30 minutes prior to pick up. Bid packages may also be obtained from the Town's website at www.glastonbury-ct.gov at no cost.

An optional pre-bid site inspection will be held at 10:00 a.m. on **Tuesday, April 1, 2014**. Interested contractors should meet at the Parks Maintenance Garage, 1086 New London Turnpike, Glastonbury, Connecticut, 06033.

The Contractor must comply with Section 31-53 of the Connecticut General Statutes as amended, including annual adjustments to the prevailing wages.

The Town reserves the right to waive informalities or reject any part of, or the entire bid, when said action is deemed to be in the best interests of the Town. All Sealed Bids must be submitted to the Office of the Purchasing Agent no later than the time and date indicated. All bids will be publicly opened and read.

The Town of Glastonbury is an Affirmative Action/Equal Opportunity Employer. Minority/Women/Disadvantaged Business Enterprises are encouraged to bid.

Mary F. Visone
Purchasing Agent

Legal Ad – Invitation to Bid
Published:

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Parks & Recreation Storage Building

BID GL- 2014-22

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INFORMATION FOR BIDDERS
Parks & Recreation Storage Building

BID GL- 2014-22

1. Sealed bids (**one original and one copy**) on the attached Bid Forms will be received at the Office of the Purchasing Agent, Town Hall, 2155 Main Street, Glastonbury, Connecticut 06033 (second level). At the designated time of opening, they will be publicly opened, read, recorded and placed on file.
2. Whenever it is deemed to be in the best interest of the Town, the Town Manager, Purchasing Agent or designated representative shall waive informalities in any and all bids. The right is reserved to reject any bid, or any part of any bid, when such action is deemed to be in the best interest of the Town of Glastonbury.
3. Bidders shall submit a Bid on a lump sum for the Base Bid. The basis of award will be based on the sum of the Base Bid plus any alternates (if any) selected by the Town.
4. Bids will be carefully evaluated as to conformance with stated specifications.
5. **The envelope enclosing your bid should be clearly marked by bid number, time of bid opening and date.**
6. Specifications must be submitted complete in every detail, and when requested, samples shall be provided. If a bid involves any exception from stated specifications, they must be clearly noted as exceptions, underlined, and attached to the bid.
7. The Bid Documents contain the provisions required for the requested item. Information obtained from an officer, agent, or employee of the Town or any other person shall not affect the risks or obligations assumed by the Bidder or relieve him/her from fulfilling any of the conditions of the Bid.
8. Each bidder is held responsible for the examination and/or to have acquainted themselves with any conditions at the job site which would affect their work before submitting a bid. Failure to meet this criteria shall not relieve the Bidder of the responsibility of completing the Bid without extra cost to the Town of Glastonbury.
9. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within sixty (60) days after the actual date of the opening thereof. Should there be reasons why a Bid cannot be awarded within the specified period, the time may be extended by mutual agreement between the Town and the bidder.
10. Each bid must be accompanied by a bid bond payable to the Town for ten percent (10%) of the total amount of the bid. The bid bond of the successful bidder will be retained until the payment bond and performance bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a bid bond. The Town of Glastonbury will not be liable for the accrual of any interest on any certified check submitted. Cashier's checks will not be accepted.
11. A 100% Performance and Payment bonds are required of the successful bidder. This bond shall cover all aspects of the specification and shall be delivered to the Purchasing Agent prior to the issuance of a purchase order. The Performance and Payment Bonds will be returned upon the delivery and acceptance of the bid items.

12. The bidder agrees and warrants that in the submission of this sealed bid, they will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, national origin, sex, or physical disability including, but not limited to blindness, unless it is shown by such bidder that such disability prevents performance of that which must be done to successfully fulfill the terms of this sealed bid or in any manner which is prohibited by the laws of the United States or the State of Connecticut: and further agrees to provide the Human Relations Commission with such information requested by the Commission concerning the employment practices and procedures of the bidder. An Affirmative Action Statement will be required by the successful bidder.
13. Bidder agrees to comply with all of the latest Federal and State Safety Standards and Regulations and certifies that all work required in this bid will conform to and comply with said standards and regulations. Bidder further agrees to indemnify and hold harmless the Town for all damages assessed against the Town as a result of Bidder's failure to comply with said standards and/or regulations.
14. All correspondence regarding any purchase made by the Town of Glastonbury shall reference the Town's purchase order number. Each shipping container shall clearly indicate both Town purchase order number and item number.
15. Bidder is required to review the Town of Glastonbury Code of Ethics adopted July 8th, 2003 and effective August 1, 2003. Bidder shall acknowledge that they have reviewed the document in the area provided on the bid / proposal response page (BP). The selected Bidder will also be required to complete and sign an Acknowledgement Form prior to award. The Code of Ethics and the Consultant Acknowledgement Form can be accessed at the Town of Glastonbury website at www.glastonbury-ct.gov. Upon entering the website click on **Bids & RFPs**, which will bring you to the links for the **Code of Ethics** and the **Consultant Acknowledgement Form**. If the Bidder does not have access to the internet a copy of these documents can be obtained through the Purchasing Department at the address listed within this bid / proposal.
16. **Non Resident Contractors (IF APPLICABLE)**

Upon award the Town is required to report names of nonresident (out of state) Contractors to the State of Connecticut, Department of Revenue Services (DRS) to ensure that Employment Taxes and other applicable taxes are being paid by Contractors. **A single surety bond for 5% of the entire contract price is required to be filed with DRS by any unverified nonresident prime or general contractor (if awarded) where the contract price for the project is \$250,000 or more.** The contractor will be required to promptly furnish to the Town a copy of the **Form AU-968 - Certificate of Compliance** issued by the State of Connecticut, DRS. See State of Connecticut **Notice SN 2012 (2)**.
17. Bidder shall include on a sheet(s) attached to its proposal a complete disclosure of all past and pending mediation, arbitration and litigation cases that the bidder or its principals (regardless of their place of employment) have been involved in for the most recent five years. Please include a statement of the issues in dispute and their resolution. Acceptability of Bidder based upon this disclosure shall lie solely with the Town.

18. Bidder or its principals, regardless of their place of employment, shall not have been convicted of, nor entered any plea of guilty, or nolo contendere, or otherwise have been found civilly liable or criminally responsible for any criminal offense or civil action. Bidder shall not be in violation of any State or local ethics standards or other offenses arising out of the submission of bids or proposals, or performance of work on public works projects or contracts.
19. For technical questions regarding this Bid, please contact Raymond E. Purtell, Director of Parks and Recreation, at (860) 652-7687, email ray.purtell@glastonbury-ct.gov. For administrative questions regarding this Bid, please contact Mary F. Visone, Purchasing Agent at (860) 652-7588, email purchasing@glastonbury-ct.gov. **The request must be received at least three (3) business days prior to the advertised response deadline. All questions, answers, and/or addenda, as applicable, will be posted on the Town's website at www.glastonbury-ct.gov (Upon entering the website click on Bids & RFPs). It is the respondent's responsibility to check the website for addenda prior to submission of any proposal**
20. An optional pre-bid site inspection will be held on **Tuesday, April 1, 2014 at 10:00 a.m.** Interested bidders should plan to attend. The pre-bid conference will begin at 10:00 a.m. at the Park Maintenance Garage, 1086 New London Turnpike.
21. **Prevailing Wage Rates:** Respondents shall comply with State Statutes concerning Employment and Labor Practices, if applicable, and Section 31-53 of the Connecticut General Statutes, as amended (Prevailing Wages). Wage Rate Determination for this project from the State of Connecticut is included in the Bid Documents. Certified payrolls for site labor shall be submitted weekly to the Town's Representative or his designee on the correct State of Connecticut form. The Town reserves the right to, without prior notice, audit payroll checks given to workers on site in order to ascertain that wages and fringe benefits are being paid as required by the State of Connecticut. Please make special note of the State requirement to adjust wage and fringe benefit rates on each July 1st following the original published rates.

NOTE that respondent is to include in its proposal all costs required by such annual increases in the PREVAILING RATES. NO escalation clauses are to be included in the respondent's proposal and NO escalation clauses will be in the Contract Agreement. Respondent is to anticipate any future increases and include these costs in the proposal response.

Contractors' invoices will not be paid if certified payrolls are incomplete, incorrect or not received in a timely manner.

All Apprentices must be registered with the State of Connecticut and their number shall not exceed the number allowed by law. Otherwise, all workers must be paid at least the Journeyman rate listed including benefits.

OSHA SAFETY AND HEALTH CERTIFICATION: Effective July 1, 2009: Any Mechanic, Laborer, or Worker, who performs work in a classification listed on the prevailing wage rate schedule on any public works project covered under C.G.S. Section 31-53, both on site and on or in the public building, must have completed a federal OSHA Safety and Health course within the last 5 years.

22. Each Bidder shall submit a list of similar projects completed within the last three years. In order to be eligible for consideration, the Bidder must have successfully completed a minimum of three (3) similar projects within the last three (3) years. Please provide project name and contact information for project coordinator (name, title, address, phone number). Please also provide contract value.

23. The Town of Glastonbury is dedicated to waste reduction and the practice of using and promoting the use of recycled and environmentally preferable products. Bidders are encouraged to submit bids responses that are printed double-sided (except for the signed proposal page) on recycled paper, and to use paper dividers to organize the bid for review. All bid pages should be secured with a binder clip, staple or elastic band, and shall not be submitted in plastic binders or covers, nor shall the bid contain any plastic inserts or pages. We appreciate your efforts towards a greener environment.

IMPORTANT: Failure to comply with general rules may result in disqualification of the bidder.

**TOWN OF GLASTONBURY
2155 Main Street
Glastonbury, Connecticut 06033**

Proposal of _____
(hereinafter called "bidder"), organized and existing under the laws of the State of _____,
doing business as _____.

To the Town of Glastonbury (hereinafter called "Town").

In compliance with your invitation to Bid the Bidder hereby proposes to furnish materials and/or services as per Bid Number GL-2014-22 in strict accordance with the Bid Documents, within the time set forth therein, and at the prices stated below.

By submission to this bid, the Bidder certifies, and in the case of a joint bid each party thereto certifies as to their organization that this bid has been arrived at independently without consultation, communication, or agreement as to any matter relating to this bid with any other Bidder or with any competitor.

The Bidder hereby agrees to commence this contract on a date to be specified in the Notice to Proceed and to fully complete the project within_ consecutive calendar days thereafter.

Bidder acknowledges receipt of the following addenda.

Addendum #1 _____

Addendum #2 _____

Addendum #3 _____

**BID PROPOSAL
Parks & Recreation Storage Building**

BID GL- 2014-22

LOCATION

Park Maintenance Garage, 1086 New London Turnpike, Glastonbury, CT 06033

DESCRIPTION

Construction of a pre-engineered 3,360 s.f. steel storage building in accordance with the plans, specifications, and contract documents for Bid GL-2014-22.

TOTAL OF BASE BID \$ _____
(Numeric Amount)

Written Amount

Name of manufacturer of pre-engineered building: _____

Alternate #1 Furnish and Install Transfer Switch \$ _____
(Numeric Amount)

Written Amount

Other Items Required with Submission of Bid Proposal

The following checklist describes items required for inclusion with the above-referenced bid proposal. It is provided for the convenience of the bidders and, therefore, should not be assumed to be a complete list.

- _____ Bid Bond (10%) per Section 10 of the Information for Bidders.
- _____ Disclosure of Past and Pending Mediation, Arbitration and Litigation cases against the Bidder or its Principals per Section 17 of the Information for Bidders.
- _____ List of similar projects completed within the past three years as per Section 22 of the Instructions for Bidders.
- _____ Checked the Town web site for addenda and acknowledged addenda on Page BP-1.
- _____ Acknowledged Code of Ethics on Page BP-3.
- _____ Provided name of manufacturer of proposed pre-fabricated and engineered building.
- _____ Clearly marked envelope with Bid Number, Date and Time of opening.

CODE OF ETHICS

I/We have reviewed a copy of the Town of Glastonbury's Code of Ethics and agree to submit a Consultant Acknowledgement Form if I/We are selected. Yes _____ No _____*

*Bidder is advised that effective August 1, 2003, the Town of Glastonbury cannot consider any bid or proposal where the Bidder has not agreed to the above statement.

Respectfully submitted:

Type or Print Name of Individual

Doing Business as (Trade Name)

Signature of Individual

Street Address

Title

City, State, Zip Code

Date

Telephone Number/Fax Number

E-Mail Address

SS# or TIN#

(Seal – If bid is by a Corporation)

Attest

Statement of Special Inspections

Project: *New Parks and Recreation Storage Building*

Location: *New London Turnpike, Glastonbury, CT*

Owner: *Town of Glastonbury*

Design Professional in Responsible Charge: *Macchi Engineers, LLC, Hartford, CT*

This *Statement of Special Inspections* is submitted as a condition for permit issuance in accordance with the Special Inspection and Structural Testing requirements of the Building Code. It includes a schedule of Special Inspection services applicable to this project as well as the name of the Special Inspection Coordinator and the identity of other approved agencies to be retained for conducting these inspections and tests. This *Statement of Special Inspections* encompass the following disciplines:

- Structural Mechanical/Electrical/Plumbing
 Architectural Other: _____

The Special Inspection Coordinator shall keep records of all inspections and shall furnish inspection reports to the Building Official and the Registered Design Professional in Responsible Charge. Discovered discrepancies shall be brought to the immediate attention of the Contractor for correction. If such discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official and the Registered Design Professional in Responsible Charge. The Special Inspection program does not relieve the Contractor of his or her responsibilities.

Interim reports shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge.

A *Final Report of Special Inspections* documenting completion of all required Special Inspections, testing and correction of any discrepancies noted in the inspections shall be submitted prior to issuance of a Certificate of Use and Occupancy.

Job site safety and means and methods of construction are solely the responsibility of the Contractor.

Interim Report Frequency: *Weekly*

or per attached schedule.

Prepared by:

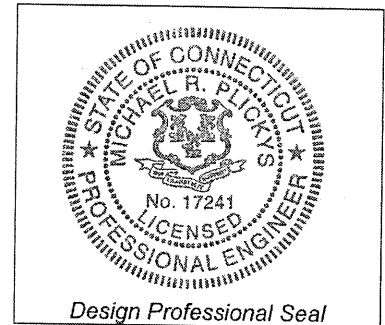
Michael R. Plickys, P.E.

(type or print name)

Michael R. Plickys

Signature

3/5/14
Date



Design Professional Seal

Owner's Authorization:

Building Official's Acceptance:

Signature

Date

Signature

Date

Schedule of Inspection and Testing Agencies

This Statement of Special Inspections / Quality Assurance Plan includes the following building systems:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Soils and Foundations | <input type="checkbox"/> Spray Fire Resistant Material |
| <input checked="" type="checkbox"/> Cast-in-Place Concrete | <input type="checkbox"/> Wood Construction |
| <input type="checkbox"/> Precast Concrete | <input type="checkbox"/> Exterior Insulation and Finish System |
| <input checked="" type="checkbox"/> Masonry | <input type="checkbox"/> Mechanical & Electrical Systems |
| <input checked="" type="checkbox"/> Structural Steel | <input type="checkbox"/> Architectural Systems |
| <input type="checkbox"/> Cold-Formed Steel Framing | <input checked="" type="checkbox"/> Special Cases |

Special Inspection Agencies	Firm	Address, Telephone, e-mail
1. Special Inspection Coordinator	TBD	
2. Inspector		
3. Inspector		
4. Testing Agency	TBD	
5. Testing Agency		
6. Other	Clarence Welti Associates.	227 Williams Street P.O. Box 397 Glastonbury, CT 06033 (860)-633-4623

Note: The inspectors and testing agencies shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work.

Quality Assurance Plan

Quality Assurance for Seismic Resistance

Seismic Design Category *B*
Quality Assurance Plan Required (Y/N) *N*

Description of seismic force resisting system and designated seismic systems:
Timber shear walls.

Quality Assurance for Wind Requirements

Basic Wind Speed (3 second gust) *100*
Wind Exposure Category *B*
Quality Assurance Plan Required (Y/N) *N*

Description of wind force resisting system and designated wind resisting components:
Same as Seismic

Statement of Responsibility

Each contractor responsible for the construction or fabrication of a system or component designated above must submit a Statement of Responsibility.

Qualifications of Inspectors and Testing Technicians

The qualifications of all personnel performing Special Inspection and testing activities are subject to the approval of the Building Official. The credentials of all Inspectors and testing technicians shall be provided if requested.

Key for Minimum Qualifications of Inspection Agents:

When the Registered Design Professional in Responsible Charge deems it appropriate that the individual performing a stipulated test or inspection have a specific certification or license as indicated below, such designation shall appear below the *Agency Number* on the Schedule.

PE/SE	Structural Engineer – a licensed SE or PE specializing in the design of building structures
PE/GE	Geotechnical Engineer – a licensed PE specializing in soil mechanics and foundations
EIT	Engineer-In-Training – a graduate engineer who has passed the Fundamentals of Engineering examination

American Concrete Institute (ACI) Certification

ACI-CFTT	Concrete Field Testing Technician – Grade 1
ACI-CCI	Concrete Construction Inspector
ACI-LTT	Laboratory Testing Technician – Grade 1&2
ACI-STT	Strength Testing Technician

American Welding Society (AWS) Certification

AWS-CWI	Certified Welding Inspector
AWS/AISC-SSI	Certified Structural Steel Inspector

American Society of Non-Destructive Testing (ASNT) Certification

ASNT	Non-Destructive Testing Technician – Level II or III.
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International Code Council (ICC) Certification

ICC-SMSI	Structural Masonry Special Inspector
ICC-SWSI	Structural Steel and Welding Special Inspector
ICC-SFSI	Spray-Applied Fireproofing Special Inspector
ICC-PCSI	Prestressed Concrete Special Inspector
ICC-RCSI	Reinforced Concrete Special Inspector

National Institute for Certification in Engineering Technologies (NICET)

NICET-CT	Concrete Technician – Levels I, II, III & IV
NICET-ST	Soils Technician - Levels I, II, III & IV
NICET-GET	Geotechnical Engineering Technician - Levels I, II, III & IV

Exterior Design Institute (EDI) Certification

EDI-EIFS	EIFS Third Party Inspector
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Other

Soils and Foundations

Item	Agency # (Qualif.)	Scope
1. Shallow Foundations	4,6 PE/GE	<p><i>Inspect soils below footings for adequate bearing capacity and consistency with geotechnical report.</i></p> <p><i>Inspect removal of unsuitable material and preparation of subgrade prior to placement of controlled fill</i></p> <p><i>Geotechnical Engineer to inspect subgrade prior to footing placement.</i></p>
2. Controlled Structural Fill	4,6 PE/GE	<p><i>Perform sieve tests (ASTM D422 & D1140) and modified Proctor tests (ASTM D1557) of each source of fill material.</i></p> <p><i>Inspect placement, lift thickness and compaction of controlled fill.</i></p> <p><i>Test density of each lift of fill by nuclear methods (ASTM D2922)</i></p> <p><i>Verify extent and slope of fill placement.</i></p>
3. Deep Foundations	NA	
4. Load Testing	NA	
4. Other:	NA	

Cast-in-Place Concrete

Item	Agency # (Qualif.)	Scope
1. Mix Design	1 ACI-CCI ICC-RCSI	Review concrete batch tickets and verify compliance with approved mix design. Verify that water added at the site does not exceed that allowed by the mix design.
2. Material Certification		
3. Reinforcement Installation	4 ACI-CCI ICC-RCSI	Inspect size, spacing, cover, positioning and grade of reinforcing steel. Verify that reinforcing bars are free of form oil or other deleterious materials. Inspect bar laps and mechanical splices. Verify that bars are adequately tied and supported on chairs or bolsters
4. Post-Tensioning Operations	NA	
5. Welding of Reinforcing	4 AWS-CWI	Visually inspect all reinforcing steel welds. Verify weldability of reinforcing steel. Inspect preheating of steel when required.
6. Anchor Rods	4	Inspect size, positioning and embedment of anchor rods. Inspect concrete placement and consolidation around anchors.
7. Concrete Placement	4 ACI-CCI ICC-RCSI	Inspect placement of concrete. Verify that concrete conveyance and depositing avoids segregation or contamination. Verify that concrete is properly consolidated.
8. Sampling and Testing of Concrete	4 ACI-CFTT ACI-STT	Test concrete compressive strength (ASTM C31 & C39), slump (ASTM C143), air-content (ASTM C231 or C173) and temperature (ASTM C1064).
9. Curing and Protection	1,4 ACI-CCI ICC-RCSI	Inspect curing, cold weather protection and hot weather protection procedures.
10. Other:		

Structural Steel

Item	Agency # (Qualif.)	Scope
1. Fabricator Certification/ Quality Control Procedures <input checked="" type="checkbox"/> Fabricator Exempt	1,4 AWS/AISC- SSI ICC-SWSI	Review shop fabrication and quality control procedures. Conduct one ½ day inspection of existing fabrication facilities to review shop standards and quality control procedures.
2. Material Certification	1 AWS/AISC- SSI ICC-SWSI	Review certified mill test reports and identification markings on wide-flange shapes, high-strength bolts, nuts and welding electrodes
3. Open Web Steel Joists	NA	
4. Bolting	4 AWS/AISC- SSI ICC-SWSI	Inspect installation and tightening of high-strength bolts. Verify that splines have separated from tension control bolts. Verify proper tightening sequence.
5. Welding	4 AWS-CWI ASNT	Visually inspect all welds. Inspect pre-heat, post-heat and surface preparation between passes. Verify size and length of fillet welds. Ultrasonic testing of all full-penetration welds.
6. Shear Connectors	NA	
7. Structural Details	1,4 PE/SE	Inspect steel frame for compliance with structural drawings, including bracing, member configuration and connection details.
8. Metal Deck	NA	
9. Other:		

Wood Construction

Item	Agency # (Qualif.)	Scope
1. Fabricator Certification/ Quality Control Procedures <input checked="" type="checkbox"/> Fabricator Exempt	1/4	<i>Review quality control procedures from the pre engineered timber building manufacturer.</i>
2. Material Grading	4	<i>Verify member sizes and grading with approved shop drawings.</i>
3. Connections	4	<i>Verify connections with approved shop drawings.</i>
4. Framing and Details	4	<i>Ensure compliance with approved shop drawings.</i>
5. Diaphragms and Shearwalls	4	<i>See 8 below.</i>
6. Prefabricated Wood Trusses	4	<i>See 8 below.</i>
7. Permanent Truss Bracing	4	<i>See 8 below.</i>
8. Other:	1/4	<i>Review and inspect construction of pre engineered timber building to ensure compliance with all manufacturers details and approved shop drawings. Verify member sizes, member spacing and all connections.</i>

LIST OF DRAWINGS
Parks & Recreation Storage Building

BID GL- 2014-22

LIST OF DRAWINGS

DATE

SHEET NO. **TITLE**

COVER

A 1.0	Floor Plans, Roof Plan	3-12-14
A 1.1	Building Elevations and Section	3-12-14
A 1.2	Wall Sections	3-12-14
A 1.3	Mezzanine Plan, Railing Elevation, Stair Details	3-12-14
S 1.1	Foundation Plan and Details	3-12-14
S 1.2	Framing Plan and Details	3-12-14
PL 1.1	Plumbing Plan	3-12-14
EL 1.1	Lighting Plan	3-12-14
EP 1.1	Power Plan	3-12-14
EP 1.2	Power Details	3-12-14

INFO DRAWINGS – LIMITED CONTRACT SCOPE

1 of 3	Site Plan	3-10-14
2 of 3	Site Details	3-10-14
3 of 3	Site Details	3-10-14

1. **Workmanship, Materials and Employees**

- a) Wherever in this contract the word "Engineer" is used, it shall be understood as referring to the Director of Parks and Recreation of the Town of Glastonbury acting personally or through any assistants duly authorized.
- b) The entire work described herein shall be completed in accordance with the plans and specifications to the full intent and meaning of the same.
- c) The Contractor shall at all times enforce strict discipline and good order among his employees, and shall seek to avoid employing on the work any unfit person or anyone not skilled in the work assigned to him.

2. **Superintendent**

The Contractor shall keep on the work during its progress, in the absence of the Contractor, a competent Superintendent. The Superintendent shall be acceptable to the Engineer and shall fully represent the Contractor. All directions given to the Superintendent shall be binding as if given to the Contractor.

3. **Preconstruction Meeting**

A Preconstruction Meeting will be held with the Engineer, Contractor, and any private utility company prior to commencing any work. It will be the obligation of the Contractor to arrange such a meeting.

4. **Insurance**

The Bidder shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the Bidder and all of its agents, employees and sub-contractors and other providers of services and shall name the **Town its employees and agents as an Additional Insured** on a primary and non-contributory basis to the Bidders Commercial General Liability and Automobile Liability policies. **These requirements shall be clearly stated in the remarks section on the Bidders Certificate of Insurance.** Insurance shall be written with insurance carriers approved in the State of Connecticut and with a minimum Best's Rating of A-. In addition, all carriers are subject to approval by the Town. Minimum Limits and requirements are stated below:

1) Worker's Compensation Insurance:

- Statutory Coverage
- Employer's Liability
- \$100,000 each accident/\$500,000 disease-policy limit/\$100,000 disease each employee

2) Commercial General Liability:

- Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.

- Limits of Liability for Bodily Injury and Property Damage
Each Occurrence \$1,000,000
Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
- A Waiver of Subrogation shall be provided

3) Automobile Insurance:

- Including all owned, hired, borrowed and non-owned vehicles
- Limit of Liability for Bodily Injury and Property Damage:
Per Accident \$1,000,000

The Bidder shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Contractor shall be responsible to notify the Town 30 days in advance with written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured on the General Liability and Auto Liability policies and Waiver of Subrogation on the General Liability policy. The Bidder shall provide the Town copies of any such insurance policies upon request.

INDEMNIFICATION

To the fullest extent permitted by law, the Bidder shall indemnify and hold harmless the Town and its consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of engineers, attorneys and other professionals and court and arbitration costs) to the extent arising out of or resulting from the performance of the Bidder's work, provided that such claim, damage, loss or expense is caused in whole or in part by any negligent act or omission by the Bidder, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the Bidder to perform or furnish either of the services, or anyone for whose acts the Bidder may be liable.

5. Permits

All permits, licenses, and fees required for the performance of the Contract work shall be secured and paid for by the Contractor. Fees for the local building/electrical permit, except for the portion attributed to the State Board of Education (\$0.26/per \$1,000), will be waived. Fees payable to Connecticut Light and Power for the electric service installation will be paid directly by the Town.

6. Property Access

- a) The Contractor shall take all proper precautions to protect from injury or unnecessary interference, and provide proper means of access to abutting property where the existing access is cut off by the Contractor.
- b) The Contractor shall take all proper precautions to protect persons from injury or unnecessary inconvenience and leave an unobstructed way along the public and private places for travelers, vehicles, and access to hydrants.
- c) The Contractor shall make arrangements with the adjacent property owners for such trespass as he may reasonably anticipate in the performance of the work. All such arrangements shall be reported in writing to the Engineer.

7. Protection of the Public and of Work and Property

- a) The Contractor shall continuously maintain adequate protection of all work from damage, and shall take all reasonable precautions to protect the Town from injury or loss arising in connection with the Contract.
- b) The Contractor shall adequately protect adjacent private and public property.
- c) The Contractor shall make good any damage, injury, or loss of his work and to the property of the Town resulting from lack of reasonable protective precautions.

8. Existing Improvements

The Contractor shall conduct his work so as to minimize damage to existing improvements. Except where specifically stated otherwise in the specifications, drawings, or as directed by the Engineer, it will be the responsibility of the Contractor to restore to their original condition, as nearly as practical, all improvements on public property.

9. Separate Contracts

The Engineer reserves the right to let other contracts in connection with this work. The Contractor shall afford other Contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work, and shall properly connect and coordinate his work with theirs. Wherever work being done by the Town of Glastonbury's forces or by other contractors is contiguous to work covered by this Contract, the respective rights of the various interests involved shall be established by the Engineer to secure the completion of the various portions of the work.

10. Inspection of Work

- a) The Town shall provide sufficient personnel for the inspection of the work.
- b) The Engineer shall at all times have access to the work whenever it is in preparation or progress, and the Contractor shall provide proper facilities for such access and for inspection.
- c) If the specifications or the Engineer's instructions require any work to be specially tested or approved, the Contractor shall give the Engineer timely notice of its readiness for inspection and, if the inspection is by another authority other than the Engineer, of the date fixed for such inspection. Inspections by the Engineer shall be made promptly. If any work should be covered up without approval or consent of the Engineer, it must, if required by the Engineer, be uncovered for examination and properly restored at the Contractor's expense.
- d) Reinspection of any work may be ordered by the Engineer. If such work is found to be in accordance with the Contract Documents, the Town shall pay the cost of reinspection and replacement. If such work is not in accordance with the Contract Documents, the Contractor shall pay such cost.

11. Right to Increase or Decrease Work

The Town shall have the right to increase or decrease the amount of work herein specified as may be required.

12. Right of Engineer to Stop Work for Weather Conditions

Should the work, in the opinion of the Engineer, be in danger by reason of inclemency of weather, or could not be finished in time to prevent such danger, the Contractor shall cease operations upon order of the Engineer, and shall not resume them until ordered to do so by the Engineer when the weather conditions are favorable. The Contractor shall, upon such orders, discontinue work, remove all materials or appliances for or in use upon the work, and place the property in proper condition during the time the work is suspended as herein provided, without cost to the Town.

13. Contractor to be Responsible for Imperfect Work or Materials

Any unfaithful work or imperfect material shall be corrected upon the order of the Engineer. The acceptance and payment of the work does not in any manner relieve the Contractor of his obligation to perform the work in the proper manner herein specified.

14. Town May Notify Contractor if Work is not Carried on Satisfactorily

- a) If, in the opinion of the Engineer, the Contractor is not proceeding with the work at a sufficient rate of progress so as to finish in the time specified, or has abandoned said work, or is not complying with the terms and stipulations of the Contract and specifications, the Engineer may serve notice on the Contractor to adopt such methods as will insure the completion of the work in the time specified.
- b) If, within five (5) days after the Engineer has notified the Contractor that his work is not being carried on satisfactorily as before mentioned, the Engineer shall have the right to annul the Contract and manage the work under the direction of the Engineer, or re-let, for the very best interest of the Town as a new contract, the work under said new Contract shall be considered the responsibility of the defaulting Contractor.
- c) Additional costs incurred over and above the original Contract shall be borne by the Performance Bond.

15. Deductions for Uncorrected Work

- a) If the Engineer deems it inexpedient to correct work that has been damaged or that was not done in accordance with the Contract, an equitable deduction from the Contract price shall be made therefore.
- b) The Contractor shall promptly replace and re-execute his own work in accordance with the Contract and without expense to the Town.

1. NOTICE TO CONTRACTOR AND PROJECT SCOPE

- a) Intent of Contract: The intent of the Contract is to prescribe a complete work or improvement that the Contractor undertakes to do, in full compliance with the specifications, plans, special provisions, proposal, and Contract. The Contractor shall perform all work in close conformity with the lines, grades, typical cross-sections, dimensions, and other data shown on the plans or as modified by written orders, including the furnishing of all materials, implements, machinery, equipment, tools, supplies, transportation, labor, and all other things necessary to the satisfactory prosecution and completion of the project.
- b) The Contractor is hereby alerted to the fact that the State of Connecticut Department of Transportation Standard Specifications for Roads, Bridges and Incidental Construction, Form 816 (Form 816) and supplements thereto are to be considered part of the Contract Documents. The Form 816 shall not be provided by the Town and any cost associated therewith shall be the responsibility of the Contractor. In case of any discrepancy between the Contract Drawings or Specifications and the Form 816, the matter shall immediately be submitted to the Engineer. The Engineer shall have sole authority in resolving any discrepancies.
- c) The scope of the work includes the construction of a pre-engineered, steel 3,360 s.f. storage building as described herein and depicted on the schedule of drawings. The work includes, but is not necessarily limited to, the following: excavation for the building and its associated utilities; concrete footings, foundation and walls; installation and erection of a pre-engineered steel building; construction of an interior mezzanine; floor drains; an electric service and distribution, unit masonry; and, hollow metal doors and hardware, garage doors and openers.

2. COMMUNICATIONS

- a) All notices, demands, requests, instructions, approvals, proposals, and claims must be in writing.
- b) Any notice to, or demand upon, the contractor shall be sufficiently given if delivered at the office of the Contractor stated on the signature page of the Agreement (or at such other office as the Contractor may, from time to time, designate) in a sealed, postage prepaid envelope addressed to such office.
- c) All papers required to be delivered to the Town shall, unless otherwise specified in writing to the Contractor, be delivered to the Director of Parks & Recreation, 2155 Main Street, Glastonbury, CT 06033, and any notice to, or demand upon, the Town shall be delivered at the above address in a sealed, postage-prepaid envelope addressed to such office or to such other representatives of the Town, or to such other address as the Town may subsequently specify in writing to the Contractor for such purpose.
- d) Any such notice shall be deemed to have been given as of the time of actual delivery or, in the case of mailing, when the same should have been received in due course of post.

- e) The Director of Parks & Recreation, Raymond E. Purtell, can also be reached at (860) 652-7687 or ray.purtell@glastonbury-ct.gov.

3. PROJECT LOCATION

- a) Park Maintenance Garage, 1086 New London Turnpike, Glastonbury, CT 06033.

4. USE OF PROPERTY BY OWNER

- a) The Park Maintenance Garage will continue to function throughout the construction period. All work must be coordinated with the Parks Superintendent in advance.

5. TIME FOR COMPLETION

- a) All work which the Contractor is required to perform under this Contract will be completed not later than September 30, 2014. The specific work schedule shall be arranged with the owner.

6. USE OF PREMISES

- a) The Contractor shall confine his apparatus, storage materials, supplies, equipment, and operations to areas identified for this purpose by the Engineer.

7. PRE-BID SITE INSPECTION

- a) Each Contractor shall familiarize himself with the site and its conditions prior to submitting a bid. An optional pre-bid inspection will be held at the site on Tuesday, April 1, 2014 at 10:00 a.m.

8. GUARANTEE

- a) The Contractor and each Subcontractor shall guarantee that all materials and workmanship shall be free from original defects or against injury from proper and usual wear, when used for purposes intended, for one year after date of final completion.
- b) If, in the Contractor's opinion, any work is called for in the specifications in such manner as to make it impossible to produce and guarantee a first-class piece of work, the Contractor shall refer the same to the Engineer before proceeding.

9. PROTECTION OF EXISTING UTILITIES

- a) Prior to opening an excavation, effort shall be made to determine whether underground installations, (i.e., sewer, water, fuel, electric lines, etc.) will be encountered and, if so, where such underground installations are located. Before starting any excavation, the Contractor shall submit to the Engineer plans or details showing the proposed method the Contractor will use to support and protect all existing utilities during construction. The furnishing of such plans and details shall not serve to relieve the contractor of any responsibility for the proper conduct of the work.

- b) When the excavation approaches the estimated location of such an installation, the exact location shall be determined by careful probing or hand digging, and when it is uncovered, proper supports shall be provided for the existing installation. Utility companies shall be contacted and advised of proposed work prior to the start of actual excavation.
- c) There will be no extra payment for submitting plans or details for supporting and protecting all existing utilities during construction.

10. SCHEDULE OF VALUES

- a) The Contractor shall submit to the Architect, within ten (10) days of the first of the Contract Award or the Pre-construction Meeting, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. The Architect shall forward to the Owner the Contractor's schedule of values.

11. PAYMENTS

- a) Based upon Applications for Payment submitted to the Owner by the Contractor, and upon certification of the Project Application and Project Certificate for Payment or Application for Payment and Certificate for Payment by the Architect and issuance by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.
- b) The period covered by each Application for Payment shall be one calendar month ending on the last day of the month.
- c) Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work and be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.
- d) Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.
- e) Subject to the provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:
 - Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the total Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute may be included.

- Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of five percent (5%);
 - Subtract the aggregate of previous payments made by the Owner; and
 - Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment.
- f) The progress payment amount shall be further modified under the following circumstances:
- Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to five percent of the Contract Sum, less such amounts as the Architect determines for incomplete Work and unsettled claims; and
- g) Reduction or limitation of retainage, if any, shall be as follows:
- Except as may be otherwise required by laws, the retainage amount set forth herein shall be five percent (5%) at Substantial Completion and two and one half percent (2.5%) at Final Completion and until the applicable warranty period has expired. No interest shall be credited to the Contractor when, and if, such retainages are released.

12. PROTECTION

- a) The Contractor shall be solely responsible for damage, loss or liability, due to the theft or vandalism when work is not in progress at night, weekends, or holidays.

13. APPROVED EQUALS

Contractors proposing to use products different than those specified for consideration as an "approved equal" must submit documentation that clearly indicates that the alternative product(s) either meet or exceed those specified. The documentation must be submitted with the written bid. The Town reserves the right to reject bids that do not comply with this requirement. The Town's decision with respect to products proposed for consideration as an "approved equal" shall be final and not subject to review.

14. SCHEDULE OF DRAWINGS

- a) The Contractor is hereby alerted that the plan set entitled "Parks and Recreation Storage Building", including plan sheets prepared by the Town of Glastonbury Engineering Division and Moser Pilon Nelson Architects is to be considered part of these specifications. A complete list of drawings is provided in the List of Drawings section of the project manual.

15. CHANGES IN THE WORK

- a) The Town reserves the right to perform portions of the work in connection with these plans and specifications. The reduction in the work to be performed by the Contractor shall be made without invalidating the Contract. Whenever work is done by the Town contiguous to other work covered by this Contract, the Contractor shall provide reasonable opportunity for the execution of the work and shall properly coordinate his work with that of the Town.

16. LAYOUT OF WORK

- a) The Town shall provide stake-out of the work in accordance with the plans or as directed by the Engineer. The Contractor shall protect all stakes from damage or destruction and shall be responsible to assure that the grade stakes have not been altered prior to actual construction. The Town shall replace grade stakes that have been removed, at no cost to the Contractor, if their removal was caused by reasons beyond reasonable care and protection by the Contractor. If it is determined by the Engineer that the Contractor did not provide reasonable protection, the cost of re-staking will be deducted from any amounts due the Contractor in the performance of the work.

17. SUBMITTALS AND MATERIALS TESTING

- a) The Contractor shall provide source and supply information, sieve analysis, and material samples for gravel fill, processed stone, and structural fill, and other granular materials to the Town for review and approval. The Town shall retain a lab for testing of these materials as required and shall perform in place compaction testing at no expense to the Contractor.

18. EXTRA WORK

- a) Extra and cost plus work shall be governed by Article 1.04.05 and Article 1.09.04 of the Form 186.

19. TEMPORARY FACILITIES

- a) Temporary electricity, water, and restroom facilities are available on-site and will be provided by the Owner to the Contractor at no cost.

20. AS-BUILT DRAWINGS

- a) The Owner will complete the as-built survey. The contractor shall, however, coordinate closely with the Owner to ensure that any new underground utilities are not backfilled until such time as the Owner is able to record location, elevation and other relevant information needed to prepare the as-built drawing.
- b) Drawings shall include the following survey information at a minimum.
 - Building foundations with finish floor elevations; distances of foundation from property lines and to adjacent buildings.

SPECIAL CONDITIONS
Parks & Recreation Storage Building

BID GL- 2014-22

- Dimensions and locations of roadways, drives, parking areas, walks, walls, landscaping, light fixtures, and other new structures and improvements.
- Topography at the contour interval depicted on the contract plans showing finished grades of improved parking areas, lawn areas, and landscaped areas to show conformance with approved grading plans.
- Locations of all overhead and underground utility services including invert elevations and/or burial depth, including but not limited to storm drainage, sanitary sewers, water, gas, electric, telephone, communications, and irrigation.
- Locations and elevations of all items installed by each respective prime contractor and their subcontractor.

A. RELATED DOCUMENTS

Drawings and general provisions of the Contract, including General Construction Specifications and Special Conditions, apply to this Section.

B. SUMMARY

1.0 This Section includes administrative and procedural requirements for submittals required for performance of the Work, including, but not limited to, the following.

- 1.1 Submittal schedule.
- 1.2 Shop Drawings.
- 1.3 Product Data.
- 1.4 Samples.
- 1.5 Quality assurance submittals.
- 1.6 Proposed "Substitutions/Equals".
- 1.7 Warrantees.
- 1.8 O & M Manuals.

C. ADMINISTRATIVE SUBMITTALS

Refer to other Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to, the following.

- 1) Permits
- 2) Applications for Payment.
- 3) Performance and payment bonds.
- 4) Contractor's construction schedule.
- 5) Insurance certificates.
- 6) List of subcontractors.
- 7) Subcontractors/Suppliers FEIN #'s and Connecticut tax registration #.

D. SUBMITTAL PROCEDURES

1.0 Coordination: coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.

1.1 Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.

1.2 Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.

1.2.1 The Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until all related submittals are received.

1.2.2 The Architect reserves the right to reject incomplete submittal packages.

- 1.3 Processing: To avoid the need to delay installation as a result of the time required to process submittals, allow sufficient time for submittal review, including time for re-submittals.
 - 1.3.1 Allow **fourteen (14)** calendar days for initial review. Allow additional time if the Architect must delay processing to permit coordination with subsequent submittals.
 - 1.3.2 If an intermediate submittal is necessary, process the same as the initial submittal.
- 1.4 Allow **fourteen (14)** calendar days for reprocessing each submittal.
- 1.5 No extension of Contract Time will be authorized because of failure to transmit submittals to the Architect sufficiently in advance of the Work to permit processing.
- 2.0 **Submittal Preparation:** Place a permanent label, title block of 8-1/2 inches x 11 inches cover page approved by the Architect, on each submittal for identification, indicate the name of the entity that prepared each submittal on the label or title block.
 - 2.1 The minimum number of copies required for each submittal shall be five (5) or as determined otherwise.
 - 2.2 Provide a space approximately 4 inches by 5 inches on the label, beside the title block or on the cover page on Shop Drawings to record the Contractor's review and approval markings and the action taken.
 - 2.3 Include the following information on the label for processing and recording action taken.
 - 2.3.1 Project Name and Bid Number.
 - 2.3.2 Date.
 - 2.3.3 Name and address of the Architect and Owner Representative.
 - 2.3.4 Name and address of the Contractor.
 - 2.3.5 Name and address of the subcontractor.
 - 2.3.6 Name and address of the supplier.
 - 2.3.7 Name of the manufacturer.
 - 2.3.8 Number and title of appropriate Specification Section.
 - 2.3.9 Drawing number and detail references, as appropriate.
 - 2.3.10 Indicate either initial or resubmittal.
 - 2.3.11 Indicate deviations from Contract Documents.
 - 2.3.12 Indicate if "equal" or "substitution".
- 3.0 **Submittal Transmittal:** Package each submittal appropriately for transmittal and handling. Transmit each submittal from the Contractor to the Architect using a transmittal form. Copy the Owner on the transmittal. The Architect will return all submittals to the Contractor after action is taken with a complete copy of the submittal package. The Architect will not accept submittals received from sources other than the Contractor.

- 3.1 On the transmittal, record relevant information and requests for data. On the form, or separate sheet, record deviations from Contract Document requirements, including variations and limitations. Include Contractor's certification that information complies with Contract Document requirements.

G. SUBMITTAL SCHEDULE

- 1.0 After development and review by the Owner and Architect acceptance of the Contractor's Construction schedule, prepare a complete schedule of submittals. Submit the schedule to the Architect for review and approval.
- 1.1 Coordinate Submittal Schedule with list of subcontracts, Schedule of Values, and list of products as well as the Contractor's Construction Schedule.
- 1.2 Prepare the schedule in chronological order. Provide the following information:
 - 1.2.1 Schedule date for the initial submittal.
 - 1.2.2 Related section number.
 - 1.2.3 Submittal category (Shop Drawings, Product Data, or Samples).
 - 1.2.4 Name of Subcontractor.
 - 1.2.5 Description of the part of Work covered.
 - 1.2.6 Scheduled date for resubmittal.
 - 1.2.7 Scheduled date for the Architect's final release of approval.

H. SHOP DRAWINGS

- 1.0 Submit newly prepared information drawn accurately to scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the Project is not a Shop Drawing.
- 2.0 Shop Drawings include fabrication and installation Drawings, setting diagrams, schedules, patterns, templates and similar Drawings. Include the following information:
 - 2.1 Dimensions.
 - 2.2 Identification of products and materials included by sheet and detail number.
 - 2.3 Compliance with specified standards.
 - 2.4 Notation of coordination requirements.
 - 2.5 Notation of dimensions established by field measurement.
 - 2.6 Sheet Size: Except for templates, patterns and similar full-size Drawings, submit Shop Drawing son sheets at least 8-1/2 by 11 inches but no larger than 36 by 48 inches. Details shall be large scale and/or full size.
- 3.0 The Contractor shall review the Shop Drawings, stamp with his approval, and submit them with reasonable promptness and in orderly sequence so as to cause no delay in his Work or in the Work of any subcontractor. Shop Drawings shall be properly identified as specified for item, material, workmanship, and project number. At the submission,

the Contractor shall inform the Architect, in writing of any deviation in the shop drawings from the requirements of the Contract Documents.

- 4.0 The Architect will review and comment on shop drawings only for conformance with the design concept of the project and with the information given in the contract Documents. Shop Drawings received by the Architect that indicate insufficient study of drawings and specifications, illegible portions or gross errors, will be rejected outright. Such rejections shall not constitute an acceptable reason for granting the Contractor additional time to perform the work.
- 5.0 The contractor shall make any corrections required by the Architect and shall resubmit the required number of corrected copies of Shop Drawings until fully reviewed.
- 6.0 The Architect's review and comments on Shop Drawings are to be used on the Project site.
- 7.0 Only final approved Shop Drawings are to be used on the Project site.
- 8.0 The Work installed shall be reviewed in accordance with the Shop Drawings and the drawings and specifications.

I. PRODUCT DATA

- 1.0 Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information, schedules, such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams, and performance curves.
- 1.1 Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products that are not required, mark copies to indicate the applicable information.
- 1.2 **Submittals:** Submit five (5) copies of each required submittal. The Architect will retain one (1) and will return the other marked with action taken and corrections or modifications required.
- 1.3 **Distribution:** Furnish copies of final submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities.
 - 1.3.1 Do not proceed with installation until a copy of Product Data is in the installer's possession.
 - 1.3.2 Do not permit use of unmarked copies of Product data in connection with construction.

J. SAMPLES

- 1.0 Submit full-size, fully fabricated samples cured and finished as specified and physically identical with the material or product proposed. Samples include partial sections of

manufactured or fabricated components, cuts or containers of materials, color range sets, and swatches showing color, texture, and pattern.

- 1.1 Submit at least three (3) samples for review of size, kind, color, pattern, and texture. Refer to other specification Sections for requirements for Samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation, and similar construction characteristics.
- 1.2 **Preliminary Submittals:** Submit a full set of choices where Samples are submitted for selection of color, pattern, texture, or similar characteristics from a range of standard choices, unless otherwise noted in specification section.

K. QUALITY ASSURANCE SUBMITTALS

- 1.0 Submit quality-control submittals, including design data, certifications, manufacturer's instructions, manufacturer's field reports, and other quality-control submittals as required under other Sections of the specifications.
- 1.1 **Certifications:** Where other Sections of the Specifications require certification that a product, material, or installation complies with specified requirements, submit a notarized certification form from the manufacturer certifying compliance with specified requirements.

L. ARCHITECT'S ACTION:

- 1.0 Except for submittals for the record or information, where action and return is required, the Architect will review each submittal, mark to indicate action taken, and return promptly.
- 2.0 **Action Stamp:** The Architect will stamp each submittal with a uniform, action stamp. The Architect will mark the stamp appropriately to indicate the action taken, as follows:
 - 2.1 **Final Unrestricted Release:** When the Architect marks a submittal "No Exception," the Work covered by the submittal may proceed provided it complies with requirements of the contract documents.
 - 2.2 **Final-But-Restricted Release:** When the Architect marks a submittal "Make Corrections," the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents.
 - 2.3 **Returned for Resubmittal:** When the Architect marks a submittal "Rejected, or Revise and Resubmit," do not proceed with Work covered by the submittal, including purchasing fabrication, delivery, or other activity. Revise or prepare a new submittal according to the notations; resubmit without delay. Repeat if necessary to obtain different action mark.
 - 2.3.1 Do not use, or allow others to use, submittals marked "Rejected, or Revise and Resubmit" at the Project site or elsewhere where Work is in progress.

ATTACHMENT A

PREVAILING WAGE RATES

Project: Construction Of The Parks And Recreation Storage Building

**Minimum Rates and Classifications
for Building Construction**

ID# : B 18921

**Connecticut Department of Labor
Wage and Workplace Standards Division**

By virtue of the authority vested in the Labor Commissioner under provisions of Section 31-53 of the General Statutes of Connecticut, as amended, the following are declared to be the prevailing rates and welfare payments and will apply only where the contract is advertised for bid within 20 days of the date on which the rates are established. Any contractor or subcontractor not obligated by agreement to pay to the welfare and pension fund shall pay this amount to each employee as part of his/her hourly wages.

Project Number: GL-2014-22

Project Town: Glastonbury

State#:

FAP#:

Project: Construction Of The Parks And Recreation Storage Building

CLASSIFICATION

Hourly Rate

Benefits

1a) Asbestos Worker/Insulator (Includes application of insulating materials, protective coverings, coatings, & finishes to all types of mechanical systems; application of firestopping material for wall openings & penetrations in walls, floors, ceilings

35.00

27.41

1b) Asbestos/Toxic Waste Removal Laborers: Asbestos removal and encapsulation (except its removal from mechanical systems which are not to be scrapped), toxic waste removers, blasters.**See Laborers Group 7**

2) Boilermaker

35.24

25.01

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

3a) Bricklayer, Cement Mason, Concrete Finisher (including caulking), Stone Masons	32.50	27.46 + a
3b) Tile Setter	33.05	23.28
3c) Terrazzo Mechanics and Marble Setters	31.69	22.35
3d) Tile, Marble & Terrazzo Finishers	25.95	19.82
3e) Plasterer	32.50	27.46

-----LABORERS-----

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

4) Group 1: Laborers (common or general), acetylene burners, carpenter tenders, concrete specialists, wrecking laborers, fire watchers.	26.40	17.15
4a) Group 2: Mortar mixers, plaster tender, power buggy operators, powdermen, fireproofers/mixer/nozzleman, fence erector.	26.65	17.15
4b) Group 3: Jackhammer Operators/Pavement Breaker, mason tender (brick) and mason tender (cement/concrete)	26.90	17.15
4c) **Group 4: Pipelayers (Installation of water, storm drainage or sewage lines outside of the building line with P6, P7 license) (the pipelayer rate shall apply only to one or two employees of the total crew who primary task is to actually perform the mating of pipe sections) P6 and P7 rate is \$26.80	26.65	17.15
4d) Group 5: Air track operators, Sand blasters	27.15	17.15
4e) Group 6: Nuclear toxic waste removers, blasters	29.40	17.15

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

4f) Group 7: Asbestos/lead removal and encapsulation (except it's removal from mechanical systems which are not to be scrapped)	27.40	17.15
4g) Group 8: Bottom men on open air caisson, cylindrical work and boring crew	26.90	17.15
4h) Group 9: Top men on open air caisson, cylindrical work and boring crew	26.40	17.15
4i) Group 10: Traffic Control Signalman	16.00	17.15
5) Carpenter, Acoustical Ceiling Installation, Soft Floor/Carpet Laying, Metal Stud Installation, Form Work and Scaffold Building, Drywall Hanging, Modular-Furniture Systems Installers, Lathers, Piledrivers, Resilient Floor Layers.	30.45	21.65
5a) Millwrights	30.78	22.15

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

6) Electrical Worker (including low voltage wiring) (Trade License required: E1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9)	37.60	22.22+3% of gross wage
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7a) Elevator Mechanic (Trade License required: R-1,2,5,6)	47.15	26.785+a+b
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-----LINE CONSTRUCTION-----

Groundman	24.37	6.5%+10.04
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Linemen/Cable Splicer	44.30	6.5%+17.70
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8) Glazier (Trade License required: FG-1,2)	34.18	17.75
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As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

9) Ironworker, Ornamental, Reinforcing, Structural, and Precast Concrete Erection	33.50	28.98
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----OPERATORS----

Group 1: Crane handling or erecting structural steel or stone, hoisting engineer 2 drums or over, front end loader (7 cubic yards or over); work boat 26 ft. and over. (Trade License Required)	36.05	21.55 + a
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Group 2: Cranes (100 ton rate capacity and over); Backhoe/Excavator over 2 cubic yards; Piledriver (\$3.00 premium when operator controls hammer). (Trade License Required)	35.73	21.55 + a
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Group 3: Excavator; Backhoe/Excavator under 2 cubic yards; Cranes (under 100 ton rated capacity), Grader/Blade; Master Mechanic; Hoisting Engineer (all types of equipment where a drum and cable are used to hoist or drag material regardless of motive power of operation), Rubber Tire Excavator (Drott-1085 or similar); Grader Operator; Bulldozer Fine Grade. (slopes, shaping, laser or GPS, etc.). (Trade License Required)	34.99	21.55 + a
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Group 4: Trenching Machines; Lighter Derrick; Concrete Finishing Machine; CMI Machine or Similar; Koehring Loader (Skooper).	34.60	21.55 + a
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As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

Group 5: Specialty Railroad Equipment; Asphalt Paver; Asphalt Reclaiming Machine; Line Grinder; Concrete Pumps; Drills with Self Contained Power Units; Boring Machine; Post Hole Digger; Auger; Pounder; Well Digger; Milling Machine (over 24" Mandrell)	34.01	21.55 + a
Group 5 continued: Side Boom; Combination Hoe and Loader; Directional Driller; Pile Testing Machine.	34.01	21.55 + a
Group 6: Front End Loader (3 up to 7 cubic yards); Bulldozer (rough grade dozer).	33.70	21.55 + a
Group 7: Asphalt roller, concrete saws and cutters (ride on types), vermeer concrete cutter, Stump Grinder; Scraper; Snooper; Skidder; Milling Machine (24" and under Mandrell).	33.36	21.55 + a
Group 8: Mechanic, grease truck operator, hydroblaster; barrier mover; power stone spreader; welding; work boat under 26 ft.; transfer machine.	32.96	21.55 + a
Group 9: Front end loader (under 3 cubic yards), skid steer loader regardless of attachments, (Bobcat or Similar): forklift, power chipper; landscape equipment (including Hydroseeder).	32.53	21.55 + a

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

Group 10: Vibratory hammer; ice machine; diesel and air, hammer, etc.	30.49	21.55 + a
Group 11: Conveyor, earth roller, power pavement breaker (whiphammer), robot demolition equipment.	30.49	21.55 + a
Group 12: Wellpoint operator.	30.43	21.55 + a
Group 13: Compressor battery operator.	29.85	21.55 + a
Group 14: Elevator operator; tow motor operator (solid tire no rough terrain).	28.71	21.55 + a
Group 15: Generator Operator; Compressor Operator; Pump Operator; Welding Machine Operator; Heater Operator.	28.30	21.55 + a

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

Group 16: Maintenance Engineer/Oiler.	27.65	21.55 + a
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Group 17: Portable asphalt plant operator; portable crusher plant operator; portable concrete plant operator.	31.96	21.55 + a
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Group 18: Power safety boat; vacuum truck; zim mixer; sweeper; (Minimum for any job requiring a CDL license).	29.54	21.55 + a
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-----PAINTERS (Including Drywall Finishing)-----

10a) Brush and Roller	30.62	17.75
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10b) Taping Only/Drywall Finishing	31.37	17.75
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As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

10c) Paperhanger and Red Label	31.12	17.75
10e) Blast and Spray	33.62	17.75
11) Plumber (excluding HVAC pipe installation) (Trade License required: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2)	39.31	26.27
12) Well Digger, Pile Testing Machine	33.01	19.40 + a
13) Roofer (composition)	31.70	17.36
14) Roofer (slate & tile)	32.20	17.36

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

15) Sheetmetal Worker (Trade License required for HVAC and Ductwork: SM-1,SM-2,SM-3,SM-4,SM-5,SM-6)	33.84	31.18
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16) Pipefitter (Including HVAC work) (Trade License required: S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4, G-1, G-2, G-8 & G-9)	39.31	26.27
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-----TRUCK DRIVERS-----

17a) 2 Axle	27.88	18.27 + a
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17b) 3 Axle, 2 Axle Ready Mix	27.98	18.27 + a
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17c) 3 Axle Ready Mix	28.03	18.27 + a
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As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

17d) 4 Axle, Heavy Duty Trailer up to 40 tons	28.08	18.27 + a
17e) 4 Axle Ready Mix	28.13	18.27 + a
17f) Heavy Duty Trailer (40 Tons and Over)	28.33	18.27 + a
17g) Specialized Earth Moving Equipment (Other Than Conventional Type on-the-Road Trucks and Semi-Trailers, Including Euclids)	28.13	18.27 + a
18) Sprinkler Fitter (Trade License required: F-1,2,3,4)	39.76	19.87 + a
19) Theatrical Stage Journeyman	22.22	6.53

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

Welders: Rate for craft to which welding is incidental.

**Note: Hazardous waste removal work receives additional \$1.25 per hour for truck drivers.*

***Note: Hazardous waste premium \$3.00 per hour over classified rate*

- Crane with 150 ft. boom (including jib) - \$1.50 extra
- Crane with 200 ft. boom (including jib) - \$2.50 extra
- Crane with 250 ft. boom (including jib) - \$5.00 extra
- Crane with 300 ft. boom (including jib) - \$7.00 extra
- Crane with 400 ft. boom (including jib) - \$10.00 extra

All classifications that indicate a percentage of the fringe benefits must be calculated at the percentage rate times the "base hourly rate".

Apprentices duly registered under the Commissioner of Labor's regulations on "Work Training Standards for Apprenticeship and Training Programs" Section 31-51-d-1 to 12, are allowed to be paid the appropriate percentage of the prevailing journeymen hourly base and the full fringe benefit rate, providing the work site ratio shall not be less than one full-time journeyman instructing and supervising the work of each apprentice in a specific trade.

The Prevailing wage rates applicable to this project are subject to annual adjustments each July 1st for the duration of the project.

Each contractor shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.

It is the contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's website.

The annual adjustments will be posted on the Department of Labor's Web page: www.ct.gov/dol. For those without internet access, please contact the division listed below.

The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project.

All subsequent annual adjustments will be posted on our Web Site for contractor access.

Contracting Agencies are under no obligation pursuant to State labor law to pay any increase due to the annual adjustment provision.

As of: Monday, March 17, 2014

Project: Construction Of The Parks And Recreation Storage Building

Effective October 1, 2005 - Public Act 05-50: any person performing the work of any mechanic, laborer, or worker shall be paid prevailing wage

All Person who perform work ON SITE must be paid prevailing wage for the appropriate mechanic, laborer, or worker classification.

All certified payrolls must list the hours worked and wages paid to All Persons who perform work ON SITE regardless of their ownership i.e.: (Owners, Corporate Officers, LLC Members, Independent Contractors, et. al)

Reporting and payment of wages is required regardless of any contractual relationship alleged to exist between the contractor and such person.

~~Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clause (29 CFR 5.5 (a) (1) (ii)).

Please direct any questions which you may have pertaining to classification of work and payment of prevailing wages to the Wage and Workplace Standards Division, telephone (860)263-6790.

As of: Monday, March 17, 2014

Sec. 31-53b. Construction safety and health course. New miner training program. Proof of completion required for mechanics, laborers and workers on public works projects. Enforcement. Regulations. Exceptions. (a) Each contract for a public works project entered into on or after July 1, 2009, by the state or any of its agents, or by any political subdivision of the state or any of its agents, described in subsection (g) of section 31-53, shall contain a provision requiring that each contractor furnish proof with the weekly certified payroll form for the first week each employee begins work on such project that any person performing the work of a mechanic, laborer or worker pursuant to the classifications of labor under section 31-53 on such public works project, pursuant to such contract, has completed a course of at least ten hours in duration in construction safety and health approved by the federal Occupational Safety and Health Administration or, has completed a new miner training program approved by the Federal Mine Safety and Health Administration in accordance with 30 CFR 48 or, in the case of telecommunications employees, has completed at least ten hours of training in accordance with 29 CFR 1910.268.

(b) Any person required to complete a course or program under subsection (a) of this section who has not completed the course or program shall be subject to removal from the worksite if the person does not provide documentation of having completed such course or program by the fifteenth day after the date the person is found to be in noncompliance. The Labor Commissioner or said commissioner's designee shall enforce this section.

(c) Not later than January 1, 2009, the Labor Commissioner shall adopt regulations, in accordance with the provisions of chapter 54, to implement the provisions of subsections (a) and (b) of this section. Such regulations shall require that the ten-hour construction safety and health courses required under subsection (a) of this section be conducted in accordance with federal Occupational Safety and Health Administration Training Institute standards, or in accordance with Federal Mine Safety and Health Administration Standards or in accordance with 29 CFR 1910.268, as appropriate. The Labor Commissioner shall accept as sufficient proof of compliance with the provisions of subsection (a) or (b) of this section a student course completion card issued by the federal Occupational Safety and Health Administration Training Institute, or such other proof of compliance said commissioner deems appropriate, dated no earlier than five years before the commencement date of such public works project.

(d) This section shall not apply to employees of public service companies, as defined in section 16-1, or drivers of commercial motor vehicles driving the vehicle on the public works project and delivering or picking up cargo from public works projects provided they perform no labor relating to the project other than the loading and unloading of their cargo.

(P.A. 06-175, S. 1; P.A. 08-83, S. 1.)

History: P.A. 08-83 amended Subsec. (a) by making provisions applicable to public works project contracts entered into on or after July 1, 2009, replacing provision re total cost of work with reference to Sec. 31-53(g), requiring proof in certified payroll form that new mechanic, laborer or worker has completed a 10-hour or more construction safety course and adding provision re new miner training program, amended Subsec. (b) by substituting "person" for "employee" and adding "or program", amended Subsec. (c) by adding "or in accordance with Federal Mine Safety and Health Administration Standards" and setting new deadline of January 1, 2009, deleted former Subsec. (d) re "public building", added new Subsec. (d) re exemptions for public service company employees and delivery drivers who perform no labor other than delivery and made conforming and technical changes, effective January 1, 2009.

Informational Bulletin

THE 10-HOUR OSHA CONSTRUCTION SAFETY AND HEALTH COURSE

(applicable to public building contracts entered into *on or after July 1, 2007*, where the total cost of all work to be performed is at least \$100,000)

- (1) This requirement was created by Public Act No. 06-175, which is codified in Section 31-53b of the Connecticut General Statutes (pertaining to the prevailing wage statutes);
- (2) The course is required for public building construction contracts (projects funded in whole or in part by the state or any political subdivision of the state) entered into on or after July 1, 2007;
- (3) It is required of private employees (not state or municipal employees) and apprentices who perform manual labor for a general contractor or subcontractor on a public building project where the total cost of all work to be performed is at least \$100,000;
- (4) The ten-hour construction course pertains to the ten-hour Outreach Course conducted in accordance with federal OSHA Training Institute standards, and, for telecommunications workers, a ten-hour training course conducted in accordance with federal OSHA standard, 29 CFR 1910.268;
- (5) The internet website for the federal OSHA Training Institute is http://www.osha.gov/fso/ote/training/edcenters/fact_sheet.html;
- (6) The statutory language leaves it to the contractor and its employees to determine who pays for the cost of the ten-hour Outreach Course;
- (7) Within 30 days of receiving a contract award, a general contractor must furnish proof to the Labor Commissioner that all employees and apprentices performing manual labor on the project will have completed such a course;
- (8) Proof of completion may be demonstrated through either: (a) the presentation of a *bona fide* student course completion card issued by the federal OSHA Training Institute; *or* (2) the presentation of documentation provided to an employee by a trainer certified by the Institute pending the actual issuance of the completion card;
- (9) Any card with an issuance date more than 5 years prior to the commencement date of the construction project shall not constitute proof of compliance;

- (10) Each employer shall affix a copy of the construction safety course completion card to the certified payroll submitted to the contracting agency in accordance with Conn. Gen. Stat. § 31-53(f) on which such employee's name first appears;
- (11) Any employee found to be in non-compliance shall be subject to removal from the worksite if such employee does not provide satisfactory proof of course completion to the Labor Commissioner by the fifteenth day after the date the employee is determined to be in noncompliance;
- (12) Any such employee who is determined to be in noncompliance may continue to work on a public building construction project for a maximum of fourteen consecutive calendar days while bringing his or her status into compliance;
- (13) The Labor Commissioner may make complaint to the prosecuting authorities regarding any employer or agent of the employer, or officer or agent of the corporation who files a false certified payroll with respect to the status of an employee who is performing manual labor on a public building construction project;
- (14) The statute provides the minimum standards required for the completion of a safety course by manual laborers on public construction contracts; any contractor can exceed these minimum requirements; and
- (15) Regulations clarifying the statute are currently in the regulatory process, and shall be posted on the CTDOL website as soon as they are adopted in final form.
- (16) Any questions regarding this statute may be directed to the Wage and Workplace Standards Division of the Connecticut Labor Department via the internet website of <http://www.ctdol.state.ct.us/wgwkstnd/wgemenu.htm>; or by telephone at (860)263-6790.

THE ABOVE INFORMATION IS PROVIDED EXCLUSIVELY AS AN EDUCATIONAL RESOURCE, AND IS NOT INTENDED AS A SUBSTITUTE FOR LEGAL INTERPRETATIONS WHICH MAY ULTIMATELY ARISE CONCERNING THE CONSTRUCTION OF THE STATUTE OR THE REGULATIONS.

November 29, 2006

Notice

To All Mason Contractors and Interested Parties Regarding Construction Pursuant to Section 31-53 of the Connecticut General Statutes (Prevailing Wage)

The Connecticut Labor Department Wage and Workplace Standards Division is empowered to enforce the prevailing wage rates on projects covered by the above referenced statute.

Over the past few years the Division has withheld enforcement of the rate in effect for workers who operate a forklift on a prevailing wage rate project due to a potential jurisdictional dispute.

The rate listed in the schedules and in our Occupational Bulletin (see enclosed) has been as follows:

Forklift Operator:

- **Laborers (Group 4) Mason Tenders** - operates forklift solely to assist a mason to a maximum height of nine feet only.

- **Power Equipment Operator (Group 9)** - operates forklift to assist any trade and to assist a mason to a height over nine feet.

The U.S. Labor Department conducted a survey of rates in Connecticut but it has not been published and the rate in effect remains as outlined in the above Occupational Bulletin.

Since this is a classification matter and not one of jurisdiction, effective January 1, 2007 the Connecticut Labor Department will enforce the rate on each schedule in accordance with our statutory authority.

Your cooperation in filing appropriate and accurate certified payrolls is appreciated.



Governor Dannel P. Malloy

Search



CONNECTICUT DEPARTMENT OF LABOR

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STATUTE 31-55a

[print Statute 31-55a \(PDF, 383KB\)](#)

- SPECIAL NOTICE -

To All State and Political Subdivisions, Their Agents, and Contractors

Connecticut General Statute 31-55a - Annual adjustments to wage rates by contractors doing state work.

Each contractor that is awarded a contract on or after October 1, 2002, for (1) the construction of a state highway or bridge that falls under the provisions of section 31-54 of the general statutes, or (2) the construction, remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project that falls under the provisions of section 31-53 of the general statutes shall contact the Labor Commissioner on or before July first of each year, for the duration of such contract, to ascertain the prevailing rate of wages on an hourly basis and the amount of payment or contributions paid or payable on behalf of each mechanic, laborer or worker employed upon the work contracted to be done, and shall make any necessary adjustments to such prevailing rate of wages and such payment or contributions paid or payable on behalf of each such employee, effective each July first.

- The prevailing wage rates applicable to any contract or subcontract awarded on or after October 1, 2002 are subject to annual adjustments each July 1st for the duration of any project which was originally advertised for bids on or after October 1, 2002.
- Each contractor affected by the above requirement shall pay the annual adjusted prevailing wage rate that is in effect each July 1st, as posted by the Department of Labor.
- It is the **contractor's** responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's Web Site. The annual adjustments will be posted on the Department of Labor Web page: www.ctdol.state.ct.us. For those without internet access, please contact the division listed below.
- The Department of Labor will continue to issue the initial prevailing wage rate schedule to the Contracting Agency for the project. All subsequent annual adjustments will be posted on our Web Site for contractor access.

Any questions should be directed to the Contract Compliance Unit, Wage and Workplace Standards Division, Connecticut Department of Labor, 200 Folly Brook Blvd., Wethersfield, CT 06109 at (860)263-6790.

[Workplace Laws](#)

200 Folly Brook Boulevard, Wethersfield, CT 06109 / Phone: 860-263-6000

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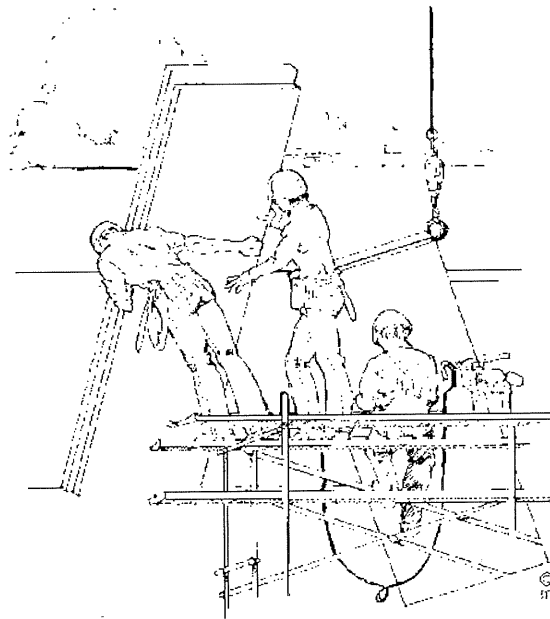
~NOTICE~

TO ALL CONTRACTING AGENCIES

Please be advised that Connecticut General Statutes Section 31-53, requires the contracting agency to certify to the Department of Labor, the total dollar amount of work to be done in connection with such public works project, regardless of whether such project consists of one or more contracts.

Please find the attached "Contracting Agency Certification Form" to be completed and returned to the Department of Labor, Wage and Workplace Standards Division, Public Contract Compliance Unit.

 Inquiries can be directed to (860)263-6543.



CONNECTICUT DEPARTMENT OF LABOR
WAGE AND WORKPLACE STANDARDS DIVISION
CONTRACT COMPLIANCE UNIT

CONTRACTING AGENCY CERTIFICATION FORM

I, _____, acting in my official capacity as _____,
authorized representative title

for _____, located at _____,
contracting agency address

do hereby certify that the total dollar amount of work to be done in connection with

_____, located at _____,
project name and number address

shall be \$ _____, which includes all work, regardless of whether such project
consists of one or more contracts.

CONTRACTOR INFORMATION

Name: _____

Address: _____

Authorized Representative: _____

Approximate Starting Date: _____

Approximate Completion Date: _____

Signature

Date

Return To: Connecticut Department of Labor
Wage & Workplace Standards Division
Contract Compliance Unit
200 Folly Brook Blvd.
Wethersfield, CT 06109

Date Issued: _____

CONNECTICUT DEPARTMENT OF LABOR
WAGE AND WORKPLACE STANDARDS DIVISION

CONTRACTORS WAGE CERTIFICATION FORM
Construction Manager at Risk/General Contractor/Prime Contractor

I, _____ of _____
Officer, Owner, Authorized Rep. Company Name

do hereby certify that the _____
Company Name

Street

City

and all of its subcontractors will pay all workers on the

Project Name and Number

Street and City

the wages as listed in the schedule of prevailing rates required for such project (a copy of which is attached hereto).

Signed

Subscribed and sworn to before me this _____ day of _____.

Notary Public

Return to:
Connecticut Department of Labor
Wage & Workplace Standards Division
200 Folly Brook Blvd.
Wethersfield, CT 06109

Rate Schedule Issued (Date): _____

[New] In accordance with Section 31-53b(a) of the C.G.S. each contractor shall provide a copy of the OSHA 10 Hour Construction Safety and Health Card for each employee, to be attached to the first certified payroll on the project.

PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS											
Connecticut Department of Labor Wage and Workplace Standards Division 200 Folly Brook Blvd. Wettersfield, CT 06109											
CONTRACTOR NAME AND ADDRESS:						SUBCONTRACTOR NAME & ADDRESS:					
In accordance with Connecticut General Statutes, 31-53 Certified Payrolls with a statement of compliance shall be submitted monthly to the contracting agency.						WORKER'S COMPENSATION INSURANCE CARRIER: POLICY # _____ EFFECTIVE DATE: _____ EXPIRATION DATE: _____					
PAYROLL NUMBER	Week-Ending Date	PROJECT NAME & ADDRESS	WORK CLASSIFICATION	DAY AND DATE							Total ST Hours
				S	M	T	W	TH	F	S	
PERSON/WORKER, ADDRESS and SECTION	APPR RATE %	MALE/FEMALE AND RACE*	Trade License Type & Number - OSHA 10 Certification Number	HOURS WORKED EACH DAY							Total O/T Hours
				S	M	T	W	TH	F	S	
PERSON/WORKER, ADDRESS and SECTION	APPR RATE %	MALE/FEMALE AND RACE*	WORK CLASSIFICATION	Trade License Type & Number - OSHA 10 Certification Number	BASE HOURLY RATE	TYPE OF FRINGE BENEFITS Per Hour 1 through 6 (see back)	GROSS PAY FOR ALL WORK PERFORMED THIS WEEK	TOTAL DEDUCTIONS FEDERAL STATE WITH-HOLDING	LIST OTHER	GROSS PAY FOR THIS PREVAILING RATE JOB	CHECK # AND NET PAY
					\$						
					Base Rate						
					\$						
					Cash Fringe						
					\$						
					Base Rate						
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					Cash Fringe						
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					Base Rate						
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					Cash Fringe						
					\$						
					Base Rate						
					\$						
					Cash Fringe						

OSHA 10 ~ ATTACH CARD TO 1ST CERTIFIED PAYROLL

***FRINGE BENEFITS EXPLANATION (P):**

Bona fide benefits paid to approved plans, funds or programs, except those required by Federal or State Law (unemployment tax, worker's compensation, income taxes, etc.).

Please specify the type of benefits provided:

- 1) Medical or hospital care _____
- 2) Pension or retirement _____
- 3) Life Insurance _____
- 4) Disability _____
- 5) Vacation, holiday _____
- 6) Other (please specify) _____

CERTIFIED STATEMENT OF COMPLIANCE

For the week ending date of _____,

I, _____ of _____, (hereafter known as Employer) in my capacity as _____ (title) do hereby certify and state:

Section A:

- 1. All persons employed on said project have been paid the full weekly wages earned by them during the week in accordance with Connecticut General Statutes, section 31-53, as amended. Further, I hereby certify and state the following:
 - a) The records submitted are true and accurate;
 - b) The rate of wages paid to each mechanic, laborer or workman and the amount of payment or contributions paid or payable on behalf of each such person to any employee welfare fund, as defined in Connecticut General Statutes, section 31-53 (h), are not less than the prevailing rate of wages and the amount of payment or contributions paid or payable on behalf of each such person to any employee welfare fund, as determined by the Labor Commissioner pursuant to subsection Connecticut General Statutes, section 31-53 (d), and said wages and benefits are not less than those which may also be required by contract;
 - c) The Employer has complied with all of the provisions in Connecticut General Statutes, section 31-53 (and Section 31-54 if applicable for state highway construction);
 - d) Each such person is covered by a worker's compensation insurance policy for the duration of his employment which proof of coverage has been provided to the contracting agency;
 - e) The Employer does not receive kickbacks, which means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a prime contractor in connection with a subcontractor relating to a prime contractor; and
 - f) The Employer is aware that filing a certified payroll which he knows to be false is a class D felony for which the employer may be fined up to five thousand dollars, imprisoned for up to five years or both.
- 2. OSHA~The employer shall affix a copy of the construction safety course, program or training completion document to the certified payroll required to be submitted to the contracting agency for this project on which such persons name first appears.

(Signature) (Title) Submitted on (Date)

*****THIS IS A PUBLIC DOCUMENT***
DO NOT INCLUDE SOCIAL SECURITY NUMBERS**

Weekly Payroll Certification For Public Works Projects (Continued) Week-Ending Date: _____ Contractor or Subcontractor Business Name: _____

PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS

WEEKLY PAYROLL

PERSON/WORKER, ADDRESS and SECTION	APPR RATE %	MALE/ FEMALE AND RACE*	WORK CLASSIFICATION Trade License Type & Number - OSHA 10 Certification Number	DAY AND DATE							Total ST Hours	Total O/T Hours	Total ST Base Hourly Rate	Type of FRINGE Per Hour 1 through 6 (see back)	GROSS PAY FOR ALL WORK PERFORMED THIS WEEK	TOTAL DEDUCTIONS			GROSS PAY FOR THIS PREVAILING RATE JOB	CHECK # AND NET PAY							
				S	M	T	W	TH	F	S						FEDERAL STATE	FICA	WITH- HOLDING			LIST OTHER						
				HOURS WORKED EACH DAY												FICA	WITH- HOLDING	OTHER									
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*IF REQUIRED

[New] In accordance with Section 31-53b(a) of the C.G.S. each contractor shall provide a copy of the OSHA 10 Hour Construction Safety and Health Card for each employee, to be attached to the first certified payroll on the project.

PAYROLL CERTIFICATION FOR PUBLIC WORKS PROJECTS																	
WEEKLY PAYROLL																	
Connecticut Department of Labor Wage and Workplace Standards Division 200 Foley Brook Blvd. Waterbury, CT 06109																	
WORKERS COMPENSATION INSURANCE CARRIER Travelers Insurance Company POLICY # #BAC888828 EFFECTIVE DATE: 1/1/09 EXPIRATION DATE: 12/31/09																	
SUBCONTRACTOR NAME & ADDRESS																	
XYZ Corporation 2 Main Street Yantic, CT 06389																	
PAYROLL NUMBER	Week-Ending Date	PROJECT NAME & ADDRESS	CONTRACTOR NAME AND ADDRESS	DAY AND DATE							Total Hours	GROSS PAY FOR ALL WORK PERFORMED THIS WEEK	TOTAL DEDUCTIONS		GROSS PAY FOR THIS PREVAILING RATE JOB	CHECK # AND NET PAY	
				S	M	T	W	TH	F	S			FEDERAL STATE	WITH-HOLDING			
PERSONWORKER, ADDRESS and SECTION	APPR. RATE % AND RACE*	MALE/FEMALE	WORK CLASSIFICATION	HOURS WORKED EACH DAY							TYPE OF FRINGE BENEFITS Per Hour (see back)	LIST OTHER	WITH-HOLDING	WITH-HOLDING			
				20	21	22	23	24	25	26	Total						
Robert Craft 81 Maple Street Williamantic, CT 06226	M/C		Electrical Lineman E-1 1234567 Owner OSHA 123456	8	8	8	8	8	8	8	S-TIME 40 O-TIME	\$ 30.75 Base Rate \$ 8.82 Cash Fringe	1. \$ 5.90 2. \$ 3. \$ 2.01 4. \$ 5. \$ 6. \$	P-XXXX		\$ 1,562.80	#123 \$ XXX.XX
Ronald Jones 212 Elm Street Norwich, CT 06360	65%	M/B	Electrical Apprentice OSHA 234567	8	8	8	8	8	8	8	S-TIME 40 O-TIME	\$ 19.99 Base Rate \$ 16.63 Cash Fringe	1. \$ 2. \$ 3. \$ 4. \$ 5. \$ 6. \$	G-XXX	XX.XX	\$ 1,464.80	#124 \$ XXX.XX
Franklin T. Smith 234 Washington Rd. New London, CT 06320 SECTION B		M/H	Project Manager	8							S-TIME 8 O-TIME	\$ Base Rate \$ Cash Fringe	1. \$ 2. \$ 3. \$ 4. \$ 5. \$ 6. \$	M-XXX	XX.XX	\$ 1,500.00	#125 XXX.XX

7/13/2009 *IF REQUIRED WWS-CPI

*SEE REVERSE SIDE

PAGE NUMBER 1 OF 2

OSHA 10 - ATTACH CARD TO 1ST CERTIFIED PAYROLL

***FRINGE BENEFITS EXPLANATION (P):**

Bona fide benefits paid to approved plans, funds or programs, except those required by Federal or State Law (unemployment tax, worker's compensation, income taxes, etc.).

Please specify the type of benefits provided:

- 1) Medical or hospital care Blue Cross 4) Disability _____
- 2) Pension or retirement _____ 5) Vacation, holiday _____
- 3) Life Insurance Utopia 6) Other (please specify) _____

CERTIFIED STATEMENT OF COMPLIANCE

For the week ending date of 9/26/09.

I, Robert Craft of XYZ Corporation, (hereafter known as

Employer) in my capacity as Owner (title) do hereby certify and state:

Section A:

1. All persons employed on said project have been paid the full weekly wages earned by them during the week in accordance with Connecticut General Statutes, section 31-53, as amended. Further, I hereby certify and state the following:

- a) The records submitted are true and accurate;
- b) The rate of wages paid to each mechanic, laborer or workman and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as defined in Connecticut General Statutes, section 31-53 (h), are not less than the prevailing rate of wages and the amount of payment or contributions paid or payable on behalf of each such employee to any employee welfare fund, as determined by the Labor Commissioner pursuant to subsection Connecticut General Statutes, section 31-53 (d), and said wages and benefits are not less than those which may also be required by contract;
- c) The Employer has complied with all of the provisions in Connecticut General Statutes, section 31-53 (and Section 31-54 if applicable for state highway construction);
- d) Each such employee of the Employer is covered by a worker's compensation insurance policy for the duration of his employment which proof of coverage has been provided to the contracting agency;
- e) The Employer does not receive kickbacks, which means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a prime contractor in connection with a subcontractor relating to a prime contractor; and
- f) The Employer is aware that filing a certified payroll which he knows to be false is a class D felony for which the employer may be fined up to five thousand dollars, imprisoned for up to five years or both.

2. OSHA-The employer shall affix a copy of the construction safety course, program or training completion document to the certified payroll required to be submitted to the contracting agency for this project on which such employee's name first appears.

Robert Craft owner 10/2/09
 (Signature) (Title) Submitted on (Date)

Section B: Applies to CONNDOT Projects ONLY

That pursuant to CONNDOT contract requirements for reporting purposes only, all employees listed under Section B who performed work on this project are not covered under the prevailing wage requirements defined in Connecticut General Statutes Section 31-53.

Robert Craft owner 10/2/09
 (Signature) (Title) Submitted on (Date)

Note: CTDOL will assume all hours worked were performed under Section A unless clearly delineated as Section B WWS-CP1 as such. Should an employee perform work under both Section A and Section B, the hours worked and wages paid must be segregated for reporting purposes.

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 DO NOT INCLUDE SOCIAL SECURITY NUMBERS



Governor Dannel P. Malloy

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OCCUPATIONAL CLASSIFICATION BULLETIN

The Connecticut Department of Labor has the responsibility to properly determine "job classification" on prevailing wage projects covered under C.G.S. Section 31-53.

Note: This information is intended to provide a sample of some occupational classifications for guidance purposes only. It is not an all-inclusive list of each occupation's duties. This list is being provided only to highlight some areas where a contractor may be unclear regarding the proper classification.

Below are additional clarifications of specific job duties performed for certain classifications:

- **ASBESTOS WORKERS**

- Applies all insulating materials, protective coverings, coatings and finishes to all types of mechanical systems.

- **ASBESTOS INSULATOR**

- Handle, install apply, fabricate, distribute, prepare, alter, repair, dismantle, heat and frost insulation, including penetration and fire stopping work on all penetration fire stop systems.

- **BOILERMAKERS**

- Erects hydro plants, incomplete vessels, steel stacks, storage tanks for water, fuel, etc. Builds incomplete boilers, repairs heat exchanges and steam generators.

- **BRICKLAYERS, CEMENT MASONS, CEMENT FINISHERS, MARBLE MASONS, PLASTERERS, STONE MASONS, PLASTERERS. STONE MASONS, TERRAZZO WORKERS, TILE SETTERS**

- Lays building materials such as brick, structural tile and concrete cinder, glass, gypsum, terra cotta block. Cuts, tools and sets marble, sets stone, finishes concrete, applies decorative steel, aluminum and plastic tile, applies cements, sand, pigment and marble chips to floors, stairways, etc.

- **CARPENTERS, MILLWRIGHTS. PILEDRIVERMEN. LATHERS. RESILEINT FLOOR LAYERS, DOCK BUILDERS, DIKERS, DIVER TENDERS**

- Constructs, erects, installs and repairs structures and fixtures of wood, plywood and wallboard. Installs, assembles, dismantles, moves industrial machinery. Drives piling into ground to provide foundations for structures such as buildings and bridges, retaining walls for earth embankments, such as cofferdams. Fastens wooden, metal or rockboard lath to walls, ceilings and partitions of buildings, acoustical tile layer, concrete form builder. Applies firestopping materials on fire resistive joint systems only. Installation of curtain/window walls only where attached to wood or metal studs. Installation of insulated material of all types whether blown, nailed or attached in other ways to walls, ceilings and floors of buildings. Assembly and installation of modular furniture/furniture systems. Free-standing furniture is not covered. This includes free standing: student chairs, study top desks, book box desks, computer furniture, dictionary stand, atlas stand, wood shelving, two-position information access station, file cabinets, storage cabinets, tables, etc.

- **CLEANING LABORER**

- The clean up of any construction debris and the general cleaning, including sweeping, wash down, mopping, wiping of the construction facility, washing, polishing, dusting, etc., prior to the issuance of a certificate of occupancy falls under the *Labor classification.*

- **DELIVERY PERSONNEL**

- If delivery of supplies/building materials is to one common point and stockpiled there, prevailing wages are not required. If the delivery personnel are involved in the distribution of the material to multiple locations within the construction site then they would have to be paid prevailing wages for the type of work performed: laborer, equipment operator, electrician, ironworker, plumber, etc.
- An example of this would be where delivery of drywall is made to a building and the delivery personnel distribute the drywall from one "stockpile" location to further sub-locations on each floor. Distribution of material around a construction site is the job of a laborer/tradesman and not a delivery personnel.

- **ELECTRICIANS**

- Install, erect, maintenance, alteration or repair of any wire, cable, conduit, etc., which generates, transforms, transmits or uses electrical energy for light, heat, power or other purposes, including the Installation or maintenance of telecommunication, LAN wiring or computer equipment, and low voltage wiring. ***License required per Connecticut General Statutes: E-1,2 L-5,6 C-5,6 T-1,2 L-1,2 V-1,2,7,8,9.**

- **ELEVATOR CONSTRUCTORS**

- Install, erect, maintenance and repair of all types of elevators, escalators, dumb waiters and moving walks. ***License required by Connecticut General Statutes: R-1,2,5,6.**

- **FORK LIFT OPERATOR**

- Laborers Group 4) Mason Tenders - operates forklift solely to assist a mason to a maximum height of nine (9) feet only.
- Power Equipment Operator Group 9 - operates forklift to assist any trade, and to assist a mason to a height over nine (9) feet.

- **GLAZIERS**

- Glazing wood and metal sash, doors, partitions, and 2 story aluminum storefronts. Installs glass windows, skylights, store fronts and display cases or surfaces such as building fronts, interior walls, ceilings and table tops and metal store fronts. Installation of aluminum window walls and curtain walls is the "joint" work of glaziers and ironworkers which requires either a blended rate or equal composite workforce.

- **IRONWORKERS**

- Erection, installation and placement of structural steel, precast concrete, miscellaneous iron, ornamental iron, metal curtain wall, rigging and reinforcing steel. Handling, sorting, and installation of reinforcing steel (rebar). Metal bridge rail (traffic), metal bridge handrail, and decorative security fence installation. Installation of aluminum window walls and curtain walls is the "joint" work of glaziers and ironworkers which requires either a blended rate or equal composite workforce. Insulated metal and insulated composite panels are still installed by the Ironworker.

- **INSULATOR**

- Installing fire stopping systems/materials for "Penetration Firestop Systems": transit to cables, electrical conduits, insulated pipes, sprinkler pipe penetrations, ductwork behind radiation, electrical cable trays, fire rated pipe penetrations, natural polypropylene, HVAC ducts, plumbing bare metal, telephone and communication wires, and boiler room ceilings. Past practice using the applicable licensed trades, Plumber, Sheet Metal, Sprinkler Fitter, and Electrician, is not inconsistent with the Insulator classification and would be permitted.

- **LABORERS**

- Acetylene burners, asphalt rakers, chain saw operators, concrete and power buggy operator, concrete saw operator, fence and guard rail erector (except metal bridge rail (traffic), metal bridge handrail, and decorative security fence installation.), hand operated concrete vibrator operator, mason tenders, pipelayers (installation of storm drainage or sewage lines on the street only), pneumatic drill operator, pneumatic gas and electric drill operator, powermen and wagon drill operator, air track operator, block paver, curb setters, blasters, concrete spreaders.

- **PAINTERS**

- Maintenance, preparation, cleaning, blasting (water and sand, etc.), painting or application of any protective coatings of every description on all bridges and appurtenances of highways, roadways, and railroads. Painting, decorating, hardwood finishing, paper hanging, sign writing, scenic art work and drywall hanging+ for any and all types of building and residential work.

- **LEAD PAINT REMOVAL**

- Painter's Rate
 1. Removal of lead paint from bridges.
 2. Removal of lead paint as preparation of any surface to be repainted.
 3. Where removal is on a Demolition project prior to reconstruction.
- Laborer's Rate
 1. Removal of lead paint from any surface NOT to be repainted.
 2. Where removal is on a *TOTAL* Demolition project only.

- **PLUMBERS AND PIPEFITTERS**

- Installation, repair, replacement, alteration or maintenance of all plumbing, heating, cooling and piping. ***License required per Connecticut General Statutes: P-1,2,6,7,8,9 J-1,2,3,4 SP-1,2 S-1,2,3,4,5,6,7,8 B-1,2,3,4 D-1,2,3,4.**

- **POWER EQUIPMENT OPERATORS**

- Operates several types of power construction equipment such as compressors, pumps, hoists, derricks, cranes, shovels, tractors, scrapers or motor graders, etc. Repairs and maintains equipment. ***License required, crane operators only, per Connecticut General Statutes.**

- **ROOFERS**

- Covers roofs with composition shingles or sheets, wood shingles, slate or asphalt and gravel to waterproof roofs, including preparation of surface. (tear-off and/or removal of any type of roofing and/or clean-up of any and all areas where a roof is to be relaid)
 - **SHEETMETAL WORKERS**
 - Fabricate, assembles, installs and repairs sheetmetal products and equipment in such areas as ventilation, air-conditioning, warm air heating, restaurant equipment, architectural sheet metal work, sheetmetal roofing, and aluminum gutters. Fabrication, handling, assembling, erecting, altering, repairing, etc. of coated metal material panels and composite metal material panels when used on building exteriors and interiors as soffits, fascia, louvers, partitions, wall panel siding, canopies, cornice, column covers, awnings, beam covers, cladding, sun shades, lighting troughs, spires, ornamental roofing, metal ceilings, mansards, copings, ornamental and ventilation hoods, vertical and horizontal siding panels, trim, etc. The sheet metal classification also applies to the vast variety of coated metal material panels and composite metal material panels that have evolved over the years as an alternative to conventional ferrous and non-ferrous metals like steel, iron, tin, copper, brass, bronze, aluminum, etc. Insulated metal and insulated composite panels are still installed by the Iron Worker. Fabrication, handling, assembling, erecting, altering, repairing, etc. of architectural metal roof, standing seam roof, composite metal roof, metal and composite bathroom/toilet partitions, aluminum gutters, metal and composite lockers and shelving, kitchen equipment, and walk-in coolers.
 - **SPRINKLER FITTERS**
 - Installation, alteration, maintenance and repair of fire protection sprinkler systems. ***License required per Connecticut General Statutes: F-1,2,3,4.**
 - **TILE MARBLE AND TERRAZZO FINISHERS**
 - Assists and tends the tile setter, marble mason and terrazzo worker in the performance of their duties.
 - **TRUCK DRIVERS**
 - **Definitions:**
 - 1) "Site of the work" (29 Code of Federal Regulations (CFR) 5.2(l)(b) is the physical place or places where the building or work called for in the contract will remain and any other site where a significant portion of the building or work is constructed, provided that such site is established specifically for the performance of the contract or project;
 - (a) Except as provided in paragraph (l) (3) of this section, job headquarters, tool yards, batch plants, borrow pits, etc. are part of the "site of the work"; provided they are dedicated exclusively, or nearly so, to the performance of the contract or project, and provided they are adjacent to "the site of work" as defined in paragraph (e)(1) of this section;
 - (b) Not included in the "site of the work" are permanent home offices, branch plant establishments, fabrication plants, tool yards etc, of a contractor or subcontractor whose location and continuance in operation are determined wholly without regard to a particular State or political subdivision contract or uncertain and indefinite periods of time involved of a few seconds or minutes duration and where the failure to count such time is due to consideration justified by industrial realities (29 CFR 785.47)
 - 2) "Engaged to wait" is waiting time that belongs to and is controlled by the employer which is an integral part of the job and is therefore compensable as hours worked. (29 CFR 785.15)
 - 3) "Waiting to be engaged" is waiting time that an employee can use effectively for their own purpose and is not compensable as hours worked. (29 CFR 785.16)
 - 4) "De Minimus" is a rule that recognizes that unsubstantial or insignificant periods of time which cannot as a practical administrative matter be precisely recorded for payroll purposes, may be disregarded. This rule applies only where there are uncertain and indefinite periods of time involved of a short duration and where the failure to count such time is due to consideration justified by worksite realities. For example, with respect to truck drivers on prevailing wage sites, this is typically less than 15 minutes at a time.
 - **Coverage of Truck Drivers on State or Political subdivision Prevailing Wage Projects**
 - Truck drivers **are covered** for payroll purposes under the following conditions:
 - Truck Drivers for time spent working on the site of the work.
 - Truck Drivers for time spent loading and/or unloading materials and supplies on the site of the work, if such time is not de minimus
 - Truck drivers transporting materials or supplies between a facility that is deemed part of the site of the work and the actual construction site.
 - Truck drivers transporting portions of the building or work between a site established specifically for the performance of the contract or project where a significant portion of such building or work is constructed and the physical places where the building or work outlined in the contract will remain.
- For example: Truck drivers delivering asphalt are covered under prevailing wage while "engaged to wait" on the site and when directly involved in the paving operation, provided the total time is not "de minimus"*
- Truck Drivers **are not** covered in the following instances:
 - Material delivery truck drivers while off "the site of the work"

- Truck Drivers traveling between a prevailing wage job and a commercial supply facility while they are off the “site of the work”
- Truck drivers whose time spent on the “site of the work” is de minimus, such as under 15 minutes at a time, merely to drop off materials or supplies, including asphalt.

These guidelines are similar to U.S. Labor Department policies. The application of these guidelines may be subject to review based on factual considerations on a case by case basis.

For example:

- Material men and deliverymen are not covered under prevailing wage as long as they are not directly involved in the construction process. If, they unload the material, they would then be covered by prevailing wage for the classification they are performing work in: laborer, equipment operator, etc.
- Hauling material off site is not covered provided they are not dumping it at a location outlined above.
- Driving a truck on site and moving equipment or materials on site would be considered covered work, as this is part of the construction process.

Any questions regarding the proper classification should be directed to:

*Public Contract Compliance Unit
Wage and Workplace Standards Division
Connecticut Department of Labor
200 Folly Brook Blvd, Wethersfield, CT 06109
(860) 263-6543*

200 Folly Brook Boulevard, Wethersfield, CT 06109 / Phone: 860-263-6000
Home | CT.gov Home | Send Feedback<%end if%><%if cbool (request.Cookies(Application("HOME_NAME"))("AA"))=true and request.Cookies(Application("HOME_NAME"))("CA")<>"CF83CBC7" then call Session_WriteString(" | Admin") end if%>
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Connecticut Department of Labor
Wage and Workplace Standards Division
FOOTNOTES

Please Note: If the "Benefits" listed on the schedule for the following occupations includes a letter(s) (+ a or + a+b for instance), refer to the information below.

Benefits to be paid at the appropriate prevailing wage rate for the listed occupation.

If the "Benefits" section for the occupation lists only a dollar amount, disregard the information below.

Bricklayers, Cement Masons, Cement Finishers, Concrete Finishers, Stone Masons
(Building Construction) and
(Residential- Hartford, Middlesex, New Haven, New London and Tolland Counties)

- a. Paid Holiday: Employees shall receive 4 hours for Christmas Eve holiday provided the employee works the regularly scheduled day before and after the holiday. Employers may schedule work on Christmas Eve and employees shall receive pay for actual hours worked in addition to holiday pay.

Elevator Constructors: Mechanics

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Christmas Day, plus the Friday after Thanksgiving.
- b. Vacation: Employer contributes 8% of basic hourly rate for 5 years or more of service or 6% of basic hourly rate for 6 months to 5 years of service as vacation pay credit.

Glaziers

- a. Paid Holidays: Labor Day and Christmas Day.

Power Equipment Operators
(Heavy and Highway Construction & Building Construction)

- a. Paid Holidays: New Year's Day, Good Friday, Memorial day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, provided the employee works 3 days during the week in which the holiday falls, if scheduled, and if scheduled, the working day before and the working day after the holiday. Holidays falling on Saturday may be observed on Saturday, or if the employer so elects, on the preceding Friday.

Ironworkers

- a. Paid Holiday: Labor Day provided employee has been on the payroll for the 5 consecutive work days prior to Labor Day.

Laborers (Tunnel Construction)

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. No employee shall be eligible for holiday pay when he fails, without cause, to work the regular work day preceding the holiday or the regular work day following the holiday.

Roofers

- a. Paid Holidays: July 4th, Labor Day, and Christmas Day provided the employee is employed 15 days prior to the holiday.

Sprinkler Fitters

- a. Paid Holidays: Memorial Day, July 4th, Labor Day, Thanksgiving Day and Christmas Day, provided the employee has been in the employment of a contractor 20 working days prior to any such paid holiday.

Truck Drivers

(Heavy and Highway Construction & Building Construction)

- a. Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas day, and Good Friday, provided the employee has at least 31 calendar days of service and works the last scheduled day before and the first scheduled day after the holiday, unless excused.

ATTACHMENT B
GEOTECHNICAL STUDY
PROPOSED PARKS MAINTENANCE GARAGE
JUNE 5, 2012

DR. CLARENCE WELTI, P.E., P.C.

GEOTECHNICAL ENGINEERING

227 Williams Street • P.O. Box 397

Glastonbury, CT 06033-0397

(860) 633-4623 / FAX (860) 657-2514

June 5, 2012

Mr. Raymond E. Purtell
Director of parks & Recreation
Town of Glastonbury
2155 Main Street
Glastonbury, CT 06033-6523

**Re: Geotechnical Study Proposed Parks Maintenance Garage
1086 New London Turnpike, Glastonbury, CT**

Dear Mr. Purtell:

1.0 Herewith are the data from the test borings taken at the above referenced site. Three borings were drilled at the proposed building location to a depth of 21.5 feet below the existing grades. The boring locations are shown on the attached plan. *The borings were drilled by Clarence Welti Associates, Inc. and sampling was conducted by this firm solely to obtain indications of subsurface conditions as part of a geotechnical exploration program. No services were performed by Dr. Clarence Welti, P.E., P.C. to evaluate subsurface environmental conditions.*

2.0 The **Subject Project** will include the construction of a one story slab on grade garage building with a footprint of 3,150 sf. The building will be located in the storage yard to the north of the existing Parks & Recreation building and to the east of the High School Track and Field. There appear to be less than 2 feet of topographic relief across the proposed building footprint. No site grading or floor elevation was available at the time of this report.

3.0 The **Geologic Origin** of the natural inorganic soils is from glacial lake deposits. These deposits consist generally of stratified silt with trace to little silt and gravel.

3.1 The **Soils Cross Section** from the borings is generally as follows:

Topsoil to 6" to 8"

Fine to medium SAND, little to some Silt, trace Gravel 4.5 to 8 feet, loose to medium compact

Locally FILL (see boring B-2); fine to SAND, some Silt, trace Gravel, Brick and Concrete to 8 feet, loose

Fine to coarse SAND, trace to little Silt, trace Gravel to 20+ feet, medium compact

3.2 The Water Table was not encountered within 20 feet below the existing grades at the completion of borings.

4.0 The Criteria for Foundation Type and Loading are as follows:

1. The maximum total settlement shall not exceed $\frac{3}{4}$ " and the maximum differential settlement shall not exceed $\frac{1}{2}$ the maximum settlement.
2. The foundation type and structure must address seismic requirements of the building code.
3. The slab on grade must not settle differentially more than $\frac{1}{2}$ " in excess of the structure subsidence.

This criteria is generally applied to structures of similar character. If the owner, the architect, the engineers find the criteria as unacceptable, the writer shall be informed to permit additional geotechnical input.

4.1 Regarding item 2 (above) the **seismic site soil profile classification is "D"**. The mapped MCE spectral response acceleration values for Glastonbury, CT are $S_1 = 0.063$ for 1 second period, and $S_s = 0.263$ for short period. For transfer of ground shear into the soil the friction factor between the concrete and the soil can be **0.6**.

5.0 Regarding Foundation Type, the logical type will be spread footings. The footings can be on a prepared sub grade atop the natural inorganic soils at least 3.5 feet below the finished or on a controlled fill placed after the removal of any existing fills. Controlled fill shall conform to the requirements in Section 6.0 below and shall extend horizontally beyond the footings for a distance equal to at least the depth of fill beneath the footing.

5.1 The Allowable Bearing Pressure for footings on natural soils or on the controlled fill can be 2 Tons/sf. The allowable loading can be increased by 1/3 for seismic or wind loading.

5.2 Regarding lateral loading on retaining walls which are a part of the buildings this should be with at rest pressure. The at-rest pressure coefficient (to be multiplied by backfill unit weight) will be 0.45 as cited in the table below. Retaining walls which are separate from the building can be designed based on normal active earth pressure using an active pressure coefficient equal to 0.28 (level backfill).

5.3 The Frost Protection Depth in accordance with the Building Code is 3.5 feet below finish grades in areas which are exposed to weather.

5.4 The Foundation Design Parameters are as follows:

Design Parameters	Values
Allowable Bearing Pressure on natural inorganic soils and on controlled fill	2.0 Tons/sf
Backfill Unit Weight (Backfill)	125 pcf
Angle of Internal Friction (Backfill), ϕ	34°
At-Rest Pressure Coefficient	0.45
Active Pressure Coefficient	0.28
Sliding Coefficient, Concrete to Soil	0.55
Seismic Site Soil Profile Classification	D
Mapped MCE Spectral Response Acceleration for a short period, S_s	0.238
Mapped MCE Spectral Response Acceleration for a 1 second period, S_1	0.063
Frost Protection Depth	3.5 feet

6.0 Regarding Controlled Fill, Backfill of Excavations for Footings and Walls, and Slab on Grade Underlayment (to within 4" of the slab bottom) the material shall conform to the following gradation, or be 3/8" crushed stone:

Percent Passing	Sieve Size
100	3.5"
50 - 100	3/4"
25 - 100	No.4

The fraction, passing the No.4 sieve shall have less than 15%, passing the No. 200 sieve.

All controlled fill and backfill must be compacted to at least 95% of modified optimum density in accordance with ASTM D-1557.

6.1 All existing fills should be removed from beneath the building floor slab and replaced with controlled fill conforming to section 6.0 above. There shall be at least 16" of controlled fill conforming to Section 6.0 beneath the slabs. The 8" layer directly beneath the garage floor slab shall be with processed stone base.

7.0 Regarding **Earthwork**, the on site soils will generally be defined as OSHA Type C, which will require sloping of unshored excavations exceeding 5 feet in height to slopes less than 34° from the horizontal (1½H : 1V).

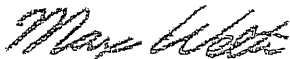
8.0 This report has been prepared for specific application to the subject project in accordance with generally accepted soil and foundation engineering practices. No other warranty, express or implied, is made. In the event that any changes in the nature, design and location of structures are planned, the conclusions and recommendations contained in this report should not be considered valid unless the changes are reviewed and conclusions of this report modified or verified in writing.

The general recommendations submitted in this report are based in part upon data obtained from referenced explorations. The extent of variations between explorations may not become evident until construction.

Dr. Clarence Welti, P.E., P.C., shall perform a general review of the final design and specifications in order that geotechnical design recommendations contained in the Geotechnical Report may be properly interpreted and implemented as they were intended.

If you have any questions please call me.

Very truly yours,

A handwritten signature in cursive script that reads "Max Welti".

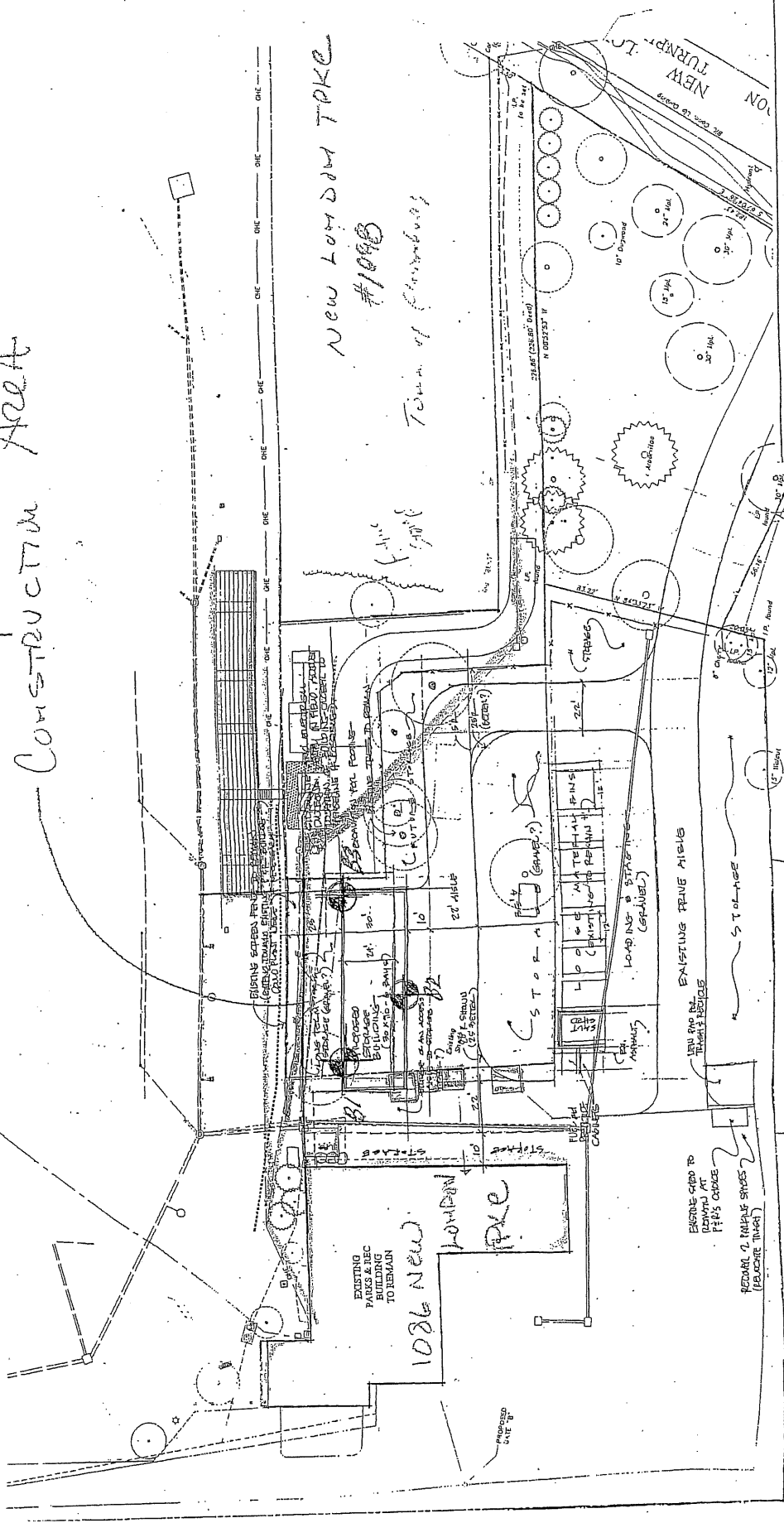
Max Welti, P. E.

CLARENCE WELTI ASSOC., INC. P.O. BOX 397 GLASTONBURY, CONN 06033				CLIENT TOWN OF GLASTONBURY			PROJECT NAME PARKS MAINTENANCE GARAGE		
							LOCATION 1086 NEW LONDON TURNPIKE, GLASTONBURY, CT		
	AUGER	CASING	SAMPLER	CORE BAR.	OFFSET	SURFACE ELEV.		HOLE NO. B-1	
TYPE	HSA		SS		LINE & STA.	GROUND WATER OBSERVATIONS		START DATE 5/25/12	
SIZE I.D.	3.75"		1.375"		N. COORDINATE	AT NONE FT. AFTER 0 HOURS		FINISH DATE 5/25/12	
HAMMER WT.			140lbs		E. COORDINATE	AT FT. AFTER HOURS			
HAMMER FALL			30"						
DEPTH	SAMPLE			A	STRATUM DESCRIPTION + REMARKS	ELEV.			
	NO.	BLOWS/6"	DEPTH						
0	1	4-6-5-4	0.00'-2.00'		TOPSOIL BR. FINE-CRS.SAND, LITTLE SILT, TRACE GRAVEL - FILL	0.66			
	2	3-4-4-2	2.00'-4.00'						
5	3	7-14-14-17	4.00'-6.00'		LIGHT BR.FINE-CRS.SAND, TRACE SILT & FINE GRAVEL	4.5			
10	4	9-13-12	10.00'-11.50'						
15	5	6-8-10	15.00'-16.50'						
20	6	4-15-18	20.00'-21.50'						
					BOTTOM OF BORING @ 21.5'	21.5			
25									
30									
35									
LEGEND: COL. A:RECOVERY " SAMPLE TYPE: D=DRY A=AUGER C=CORE U=UNDISTURBED PISTON S=SPLIT SPOON PROPORTIONS USED: TRACE=0-10% LITTLE=10-20% SOME=20-35% AND=35-50%						DRILLER: CHRISTIANA INSPECTOR:			
						SHEET 1 OF 1		HOLE NO. B-1	

CLARENCE WELTI ASSOC., INC. P.O. BOX 397 GLASTONBURY, CONN 06033				CLIENT TOWN OF GLASTONBURY		PROJECT NAME PARKS MAINTENANCE GARAGE	
				LOCATION 1086 NEW LONDON TURNPIKE, GLASTONBURY, CT		SURFACE ELEV.	
AUGER HSA		CASING	SAMPLER SS	CORE BAR.	OFFSET	HOLE NO. B-2	
TYPE		HSA	SS		LINE & STA.	GROUND WATER OBSERVATIONS	START DATE 5/25/12
SIZE I.D.		3.75"	1.375"		N. COORDINATE	AT none FT. AFTER 0 HOURS	
HAMMER WT.			140lbs		E. COORDINATE	AT FT. AFTER HOURS	FINISH DATE 5/25/12
HAMMER FALL			30"				
DEPTH	SAMPLE			A	STRATUM DESCRIPTION + REMARKS		ELEV.
	NO.	BLOWS/6"	DEPTH				
0	1	5-8-10-6	0.00'-2.00'		TOPSOIL		0.50
					DARK BR. FINE-MED.SAND, LITTLE SILT, TRACE GRAVEL - FILL		
	2	2-1-1-2	2.00'-4.00'		BR.FINE-CRS.SAND, LITTLE SILT, TRACE GRAVEL, BRICK, CONCRETE & FABRIC - FILL		2.5
5	3	6-2-6-1	4.00'-6.00'				
	4	1-1-0-1	6.00'-8.00'				
	5	2-6-6-5	8.00'-10.00'		LIGHT BR.FINE-CRS.SAND, TRACE SILT & FINE GRAVEL		8.0
10							
15	6	12-10-12	15.00'-16.50'				
20	7	7-10-13	20.00'-21.50'				
25							
30							
35							
LEGEND: COL. A:RECOVERY "					DRILLER: CHRISTIANA		
SAMPLE TYPE: D=DRY A=AUGER C=CORE U=UNDISTURBED PISTON S=SPLIT SPOON					INSPECTOR:		
PROPORTIONS USED: TRACE=0-10% LITTLE=10-20% SOME=20-35% AND=35-50%					SHEET 1 OF 1		HOLE NO. B-2

CLARENCE WELTI ASSOC., INC. P.O. BOX 397 GLASTONBURY, CONN 06033				CLIENT TOWN OF GLASTONBURY			PROJECT NAME PARKS MAINTENANCE GARAGE		
							LOCATION 1086 NEW LONDON TURNPIKE, GLASTONBURY, CT		
	AUGER	CASING	SAMPLER	CORE BAR.	OFFSET	SURFACE ELEV.		HOLE NO. B-3	
TYPE	HSA		SS		LINE & STA.	GROUND WATER OBSERVATIONS		START DATE 5/25/12	
SIZE I.D.	3.75"		1.375"		N. COORDINATE	AT none FT. AFTER 0 HOURS		FINISH DATE 5/25/12	
HAMMER WT.			140lbs		E. COORDINATE	AT FT. AFTER HOURS			
HAMMER FALL			30"						
DEPTH	SAMPLE			A	STRATUM DESCRIPTION + REMARKS	ELEV.			
	NO.	BLOWS/6"	DEPTH						
0	1	6-5-5-6	0.00'-2.00'		TOPSOIL BR. FINE SAND AND SILT, TRACE GRAVEL - FILL	0.56			
	2	8-10-15-17	2.00'-4.00'		BR. FINE-CRS. SAND, LITTLE SILT, TRACE GRAVEL - FILL	2.5			
5	3	15-23-23-30	4.00'-6.00'		LIGHT BR. FINE-MED. SAND, LITTLE SILT	4.5			
					LIGHT BR. FINE SAND, SOME SILT	8.0			
10	4	5-7-10	10.00'-11.50'		LIGHT BR. FINE-CRS. SAND, TRACE SILT & FINE GRAVEL	13.0			
15	5	3-5-5	15.00'-16.50'						
20	6	6-7-10	20.00'-21.50'						
					BOTTOM OF BORING @ 21.5'	21.5			
25									
30									
35									
LEGEND: COL. A:RECOVERY " SAMPLE TYPE: D=DRY A=AUGER C=CORE U=UNDISTURBED PISTON S=SPLIT SPOON PROPORTIONS USED: TRACE=0-10% LITTLE=10-20% SOME=20-35% AND=35-50%						DRILLER: CHRISTIANA INSPECTOR:			
						SHEET 1 OF 1 HOLE NO. B-3			

Proposed Area
Construction



TEST BORING LOCATION PLAN
 PARK MAINTENANCE BUILDING
 1086 NEW LONDON TPKE., GLASTONBURY, CT
 SCALE 1" = 50' ± JUNE, 2012
 DR. CLARENCE WELTI, P.E., P.C.

CONCEPTUAL SITE PLAN STUDY
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