CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE
VOLUME 1 – BID BOOKLET

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Introduction

This Bid Booklet is intended to provide general information necessary for bidding on a DDC public works project and is part of the Contract Documents, as per Article 1.1 of the Standard Construction Contract.

As this contract is solicited via the PASSPort system, the bidder will be required to complete all of the PASSPort forms and questionnaires. These forms and questionnaires, along with the bidder's responses, will become part of the Bid Booklet.

Additional information on the PASSPort system can be found at the following website:
https://www1.nyc.gov/site/mocs/systems/passport-user-materials.page

Bid Submission Requirements

THE FOLLOWING MUST BE COMPLETED AND SUBMITTED FOR THE BID TO BE CONSIDERED RESPONSIVE:

1. Completed electronic bid submission in PASSPort;
    a. All required fields in PASSPort must be completed.
2. Bid security, if required.
    a. If Bid security is in a form of a bid bond, bidders must include it with their electronic PASSPort submission.
    b. If Bid security is in a form of a certified check, bidders must hand deliver the certified check.

BIDDERS ARE ADVISED THAT PAPER BID SUBMISSIONS WILL BE DEEMED NON-RESPONSIVE. BIDDERS MUST SUBMIT THEIR BIDS ELECTRONICALLY IN PASSPORT AND PROVIDE THE BID SECURITY FOR THE BID TO BE CONSIDERED RESPONSIVE.

THE FOLLOWING MAY RESULT IN THE BID BEING FOUND NON-RESPONSIVE:

1. Failure to upload required files or documents as part of a mandatory PASSPort Questionnaire response.
2. Uploading an incorrect file as part of a mandatory PASSPort Questionnaire response.

Notices to Bidders

Pre Bid Questions (PBQs)

Please be advised that PBQs must be submitted to the Agency Contact Person via PASSPort (in the RFx Discussions with buyer section) within the timeframe indicated in the PASSPort procurement.

NYC Contract Financing Loan Fund

If your business is working as a prime or subcontractor on a project with a City agency or City-funded entity, you may be eligible for a Contract Financing Loan from a participating lender coordinated with the NYC Department of Small Business Services (SBS). Loan repayment terms align with the contract payment schedule.

For more information: Call 311 or visit https://www1.nyc.gov/nycbusiness/article/contract-financing-loan-fund

M/WBE Notice to Prospective Contractors

PARTICIPATION BY MINORITY-OWNED AND WOMEN-OWNED BUSINESS ENTERPRISES IN CITY PROCUREMENT (9/2020 version)

ARTICLE I. M/WBE PROGRAM

Section 6-129 of the Administrative Code of the City of New York ("Section 6-129") establishes the program for participation in City procurement ("M/WBE Program") by minority-owned business enterprises ("MBEs") and women-owned business enterprises ("WBEs"), certified in accordance with Section 1304 of the New York City Charter. As stated in Section 6-129, the intent of the program is to address the impact of discrimination on the City's procurement process, and to promote the public interest in avoiding fraud and favoritism in the procurement process, increasing competition for City business, and lowering contract costs. The contract provisions contained herein are pursuant to Section 6-129, and the rules of the Department of Small Business Services ("DSBS") promulgated thereunder.

If this Contract is subject to the M/WBE Program established by Section 6-129, the specific requirements of MBE and/or WBE participation for this Contract are set forth in Schedule B of the Contract (entitled the "M/WBE Utilization Plan") and are detailed below. Contracts solicited through the Procurement and Sourcing Solutions Portal (PASSPort) will contain a Schedule B in the format outlined in the Schedule B – M/WBE Utilization Plan & PASSPort rider. The provisions of this notice will apply to contracts subject to the M/WBE Program established by Section 6-129 regardless of solicitation source.

The Contractor must comply with all applicable MBE and WBE requirements for this Contract.

All provisions of Section 6-129 are hereby incorporated in the Contract by reference and all terms used herein that are not defined herein shall have the meanings given such terms in Section 6-129.

References to MBEs or WBEs shall also include such businesses certified pursuant to the executive law where credit is required by section 311 of the New York City Charter or other provision of law.

Article I, Part A, below, sets forth provisions related to the participation goals for construction, standard and professional services contracts.

Article I, Part B, below, sets forth miscellaneous provisions related to the M/WBE Program.

PART A

PARTICIPATION GOALS FOR CONSTRUCTION, STANDARD

AND PROFESSIONAL SERVICES CONTRACTS OR TASK ORDERS

1. The **MBE and/or WBE Participation Goals** established for this Contract or Task Orders issued pursuant to this Contract, ("**Participation Goals**"), as applicable, are set forth on Schedule B, Part 1 to this Contract (see Page 1, Line 1 Total Participation Goals) or will be set forth on Schedule B, Part 1 to Task Orders issued pursuant to this Contract, as applicable.

The **Participation Goals** represent a percentage of the total dollar value of the Contract or Task Order, as applicable, that may be achieved by awarding subcontracts to firms certified with DSBS as MBEs and/or WBEs, and/or by crediting the participation of prime contractors and/or qualified joint ventures as provided in Section 3 below, unless the goals have been waived or modified by Agency in accordance with Section 6-129 and Part A, Sections 10 and 11 below, respectively.

2. If **Participation Goals** have been established for this Contract or Task Orders issued pursuant to this Contract, Contractor agrees or shall agree as a material term of the Contract that Contractor shall be subject to the **Participation Goals**, unless the goals are waived or modified by Agency in accordance with Section 6-129 and Part A, Sections 10 and 11 below, respectively.

3. If **Participation Goals** have been established for this Contract or Task Order issued pursuant to this Contract, a Contractor that is an MBE and/or WBE shall be permitted to count its own participation toward fulfillment of the relevant **Participation Goal**, provided that in accordance with Section 6-129 the value of Contractor's participation shall be determined by subtracting from the total value of the Contract or Task Order, as applicable, any amounts that the Contractor pays to direct subcontractors (as defined in Section 6-129(c)(13)), and provided further that a Contractor that is certified as both an MBE and a WBE may count its own participation either toward the goal for MBEs or the goal for WBEs, but not both.

A Contractor that is a qualified joint venture (as defined in Section 6-129(c)(30)) shall be permitted to count a percentage of its own participation toward fulfillment of the relevant **Participation Goal**. In accordance with Section 6-129, the value of Contractor's participation shall be determined by subtracting from the total value of the Contract or Task Order, as applicable, any amounts that Contractor pays to direct subcontractors, and then multiplying the remainder by the percentage to be applied to total profit to determine the amount to which an MBE or WBE is entitled pursuant to the joint venture agreement, provided that where a participant in a joint venture is certified as both an MBE and a WBE, such amount shall be counted either toward the goal for MBEs or the goal for WBEs, but not both.

4. A. If **Participation Goals** have been established for this Contract, a prospective contractor shall be required to submit with its bid or proposal, as applicable, a completed Schedule B, M/WBE Utilization Plan, Part 2 (see Pages1-2) indicating: (a) whether the contractor is an MBE or WBE, or qualified joint venture; (b) the percentage of work it intends to award to direct subcontractors; (c) in cases where the contractor intends to award direct subcontracts, a description of the type and dollar value of work designated for participation by MBEs and/or WBEs, and the time frames in which such work is scheduled to begin and end; as well as the name, addresses, and telephone numbers of the M/WBE subcontractors if required by the solicitation; and (d) the prospective contractor's required certification and affirmations. In the event that this M/WBE Utilization Plan indicates that the bidder or proposer, as applicable, does not intend to meet the **Participation Goals**, the bid or proposal, as applicable, shall be deemed non-responsive, unless Agency has granted the bidder or proposer, as applicable, a pre-award waiver of the **Participation Goals** in accordance with Section 6-129 and Part A, Section 10 below.

B. (i) If this Contract is for a master services agreement or other requirements type contract that will result in the issuance of Task Orders that will be individually registered ("Master Services Agreement") and is subject to M/WBE **Participation Goals**, a prospective contractor shall be required to submit with its bid or proposal, as applicable, a completed Schedule B, M/WBE Participation Requirements for Master Services Agreements That Will Require Individually Registered Task Orders, Part 2 (page 2) indicating the prospective contractor's certification and required affirmations to make all reasonable good faith efforts to meet participation goals established on each individual Task Order issued pursuant to this Contract, or if a partial waiver is obtained or such goals are modified by the Agency, to meet the modified **Participation Goals** by soliciting and obtaining the participation of certified MBE and/or WBE firms. In the event that the Schedule B indicates that the bidder or proposer, as applicable, does not intend to meet the **Participation Goals** that may be established on Task Orders issued pursuant to this Contract, the bid or proposal, as applicable, shall be deemed non-responsive.

(ii) **Participation Goals** on a Master Services Agreement will be established for individual Task Orders issued after the Master Services Agreement is awarded. If **Participation Goals** have been established on a Task Order, a contractor shall be required to submit a Schedule B – M/WBE Utilization Plan For Independently Registered Task Orders That Are Issued Pursuant to Master Services Agreements, Part 2 (see Pages 1-2) indicating: (a) whether the contractor is an MBE or WBE, or qualified joint venture; (b) the percentage of work it intends to award to direct subcontractors; (c) in cases where the contractor intends to award direct subcontracts, a description of the type and dollar value of work designated for participation by MBEs and/or WBEs, and the time frames in which such work is scheduled to begin and end; as well as the name, addresses, and telephone numbers of the M/WBE subcontractors if required by the solicitation; and (d) the prospective contractor's required certification and affirmations. The contractor must engage in good faith efforts to meet the **Participation Goals** as established for the Task Order unless Agency has granted the contractor a pre-award waiver of the **Participation Goals** in accordance with Section 6-129 and Part A, Section 10 below.

C. THE BIDDER/PROPOSER MUST COMPLETE THE SCHEDULE B INCLUDED HEREIN (SCHEDULE B, PART 2). A SCHEDULE B SUBMITTED BY THE BIDDER/PROPOSER WHICH DOES NOT INCLUDE THE VENDOR CERTIFICATION AND REQUIRED AFFIRMATIONS WILL BE DEEMED TO BE NON-RESPONSIVE, UNLESS A FULL WAIVER OF THE PARTICIPATION GOALS IS GRANTED (SCHEDULE B, PART 3). IN THE EVENT THAT THE CITY DETERMINES THAT THE BIDDER/PROPOSER HAS SUBMITTED A SCHEDULE B WHERE THE VENDOR CERTIFICATION AND REQUIRED AFFIRMATIONS ARE COMPLETED BUT OTHER ASPECTS OF THE SCHEDULE B ARE NOT COMPLETE, OR CONTAIN A COPY OR COMPUTATION ERROR THAT IS AT ODDS WITH THE VENDOR CERTIFICATION AND AFFIRMATIONS, THE BIDDER/PROPOSER WILL BE NOTIFIED BY THE AGENCY AND WILL BE GIVEN FOUR (4) CALENDAR DAYS FROM RECEIPT OF NOTIFICATION TO CURE THE SPECIFIED DEFICIENCIES AND RETURN A COMPLETED SCHEDULE B TO THE AGENCY. FAILURE TO DO SO WILL RESULT IN A DETERMINATION THAT THE BID/PROPOSAL IS NON-RESPONSIVE. RECEIPT OF NOTIFICATION IS DEFINED AS THE DATE NOTICE IS E-MAILED OR FAXED (IF THE BIDDER/PROPOSER HAS PROVIDED AN E-MAIL ADDRESS OR FAX NUMBER), OR NO LATER THAN FIVE (5) CALENDAR DAYS FROM THE DATE OF MAILING OR UPON DELIVERY, IF DELIVERED.

5. Where an **M/WBE** Utilization Plan has been submitted, the Contractor shall, within 30 days of issuance by Agency of a notice to proceed, submit a list of proposed persons or entities to which it intends to award subcontracts within the subsequent 12 months. In the case of multi-year contracts, such list shall also be submitted every year thereafter. The Agency may also require the Contractor to report periodically about the contracts awarded by its direct subcontractors to indirect subcontractors (as defined in Section 6-129(c)(22)). **PLEASE NOTE: If this Contract is a public works project subject to GML §101(5) (i.e., a contract valued at or below $3M for projects in New York City) or if the Contract is subject to a project labor agreement in accordance with Labor Law §222, and the bidder is required to identify at the time of bid submission its intended subcontractors for the Wicks trades (plumbing and gas fitting; steam heating, hot water heating, ventilating and air conditioning (HVAC); and electric wiring), the Contractor must identify all those to which it intends to award construction subcontracts for any portion of the Wicks trade work at the time of bid submission, regardless of what point in the life of the contract such subcontracts will occur. In identifying intended subcontractors in the bid submission, bidders may satisfy any Participation Goals established for this Contract by proposing one or more subcontractors that are MBEs and/or WBEs for any portion of the Wicks trade work.** In the event that the Contractor's selection of a subcontractor is disapproved, the Contractor shall have a reasonable time to propose alternate subcontractors.

6. MBE and WBE firms must be certified by DSBS in order for the Contractor to credit such firms' participation toward the attainment of the **Participation Goals**. Such certification must occur prior to the firms' commencement of work. A list of city-certified MBE and WBE firms may be obtained from the DSBS

website at www.nyc.gov/buycertified, by emailing DSBS at buyer@sbs.nyc.gov, by calling (212) 513-6451, or by visiting or writing DSBS at One Liberty Plaza, New York, New York, 10006, 11th floor. Eligible firms that have not yet been certified may contact DSBS in order to seek certification by visiting www.nyc.gov/getcertified, emailing MWBE@sbs.nyc.gov, or calling the DSBS certification helpline at (212) 513-6311. A firm that is certified as both an MBE and a WBE may be counted either toward the goal for MBEs or the goal for WBEs, but not both. No credit shall be given for participation by a graduate MBE or graduate WBE, as defined in Section 6-129(c)(20).

7. Where an **M/WBE** Utilization Plan has been submitted, the Contractor shall, with each voucher for payment, and/or periodically as Agency may require, submit statements, certified under penalty of perjury, which shall include, but not be limited to,: the total amount the Contractor paid to its direct subcontractors, and, where applicable pursuant to Section 6-129(j), the total amount direct subcontractors paid to indirect subcontractors; the names, addresses and contact numbers of each MBE or WBE hired as a subcontractor by the Contractor, and, where applicable, hired by any of the Contractor's direct subcontractors; and the dates and amounts paid to each MBE or WBE. The Contractor shall also submit, along with its voucher for final payment: the total amount it paid to subcontractors, and, where applicable pursuant to Section 6-129(j), the total amount its direct subcontractors paid directly to their indirect subcontractors; and a final list, certified under penalty of perjury, which shall include the name, address and contact information of each subcontractor that is an MBE or WBE, the work performed by, and the dates and amounts paid to each.

8. If payments made to, or work performed by, MBEs or WBEs are less than the amount specified in the Contractor's **M/WBE** Utilization Plan, Agency shall take appropriate action, in accordance with Section 6-129 and Article II below, unless the Contractor has obtained a modification of its **M/WBE** Utilization Plan in accordance with Section 6-129 and Part A, Section 11 below.

9. Where an **M/WBE** Utilization Plan has been submitted, and the Contractor requests a change order the value of which exceeds the greater of 10 percent of the Contract or Task Order, as applicable, or $500,000, Agency shall review the scope of work for the Contract or Task Order, as applicable, and the scale and types of work involved in the change order, and determine whether the **Participation Goals** should be modified.

10. Pre-award waiver of **the Participation Goals**.

(a) A bidder or proposer, or contractor with respect to a Task Order, may seek a pre-award full or partial waiver of the Participation Goals in accordance with Section 6-129, which requests that Agency change one or more **Participation Goals** on the grounds that the **Participation Goals** are unreasonable in light of the availability of certified firms to perform the services required, or by demonstrating that it has legitimate business reasons for proposing a lower level of subcontracting in its M/WBE Utilization Plan.

(b) To apply for a full or partial waiver of the **Participation Goals**, a bidder, proposer, or contractor, as applicable, must complete Part 3 of Schedule B **and submit such request no later than seven (7) calendar days prior to the date and time the bids, proposals, or Task Orders are due, in writing to the Agency by email at MWBEModification@ddc.nyc.gov**. **Full or partial waiver requests that are received later than seven (7) calendar days prior to the date and time the bids, proposals, or Task Orders are due may be rejected as untimely**. Bidders, proposers, or contractors, as applicable, who have submitted timely requests will receive an Agency response by no later than two (2) calendar days prior to the due date for bids, proposals, or Task Orders; provided, however, that if that date would fall on a weekend or holiday, an Agency response will be provided by close-of-business on the business day before such weekend or holiday date.

(c) If the Agency determines that the **Participation Goals** are unreasonable in light of the availability of certified firms to perform the services required, it shall revise the solicitation and extend the deadline for bids and proposals, or revise the Task Order, as applicable.

(d) Agency may grant a full or partial waiver of the **Participation Goals** to a bidder, proposer or contractor, as applicable, who demonstrates—before submission of the bid, proposal or Task Order, as applicable—that it has legitimate business reasons for proposing the level of

subcontracting in its **M/WBE** Utilization Plan. In making its determination, Agency shall consider factors that shall include, but not be limited to, whether the bidder, proposer or contractor, as applicable, has the capacity and the bona fide intention to perform the Contract without any subcontracting, or to perform the Contract without awarding the amount of subcontracts represented by the **Participation Goals**. In making such determination, Agency may consider whether the **M/WBE** Utilization Plan is consistent with past subcontracting practices of the bidder, proposer or contractor, as applicable, whether the bidder, proposer or contractor, as applicable, has made efforts to form a joint venture with a certified firm, and whether the bidder, proposer, or contractor, as applicable, has made good faith efforts to identify other portions of the Contract that it intends to subcontract.

11. Modification of **M/WBE** Utilization Plan. (a) A Contractor may request a modification of its **M/WBE** Utilization Plan after award of this Contract. **PLEASE NOTE: If this Contract is a public works project subject to GML §101(5) (i.e., a contract valued at or below $3M for projects in New York City) or if the Contract is subject to a project labor agreement in accordance with Labor Law §222, and the bidder is required to identify at the time of bid submission its intended subcontractors for the Wicks trades (plumbing and gas fitting; steam heating, hot water heating, ventilating and air conditioning (HVAC); and electric wiring), the Contractor may request a Modification of its M/WBE Utilization Plan as part of its bid submission.** The Agency may grant a request for Modification of a Contractor's **M/WBE** Utilization Plan if it determines that the Contractor has established, with appropriate documentary and other evidence, that it made reasonable, good faith efforts to meet the **Participation Goals**. In making such determination, Agency shall consider evidence of the following efforts, as applicable, along with any other relevant factors:

(i) The Contractor advertised opportunities to participate in the Contract, where appropriate, in general circulation media, trade and professional association publications and small business media, and publications of minority and women's business organizations;

(ii) The Contractor provided notice of specific opportunities to participate in the Contract, in a timely manner, to minority and women's business organizations;

(iii) The Contractor sent written notices, by certified mail or facsimile, in a timely manner, to advise MBEs or WBEs that their interest in the Contract was solicited;

(iv) The Contractor made efforts to identify portions of the work that could be substituted for portions originally designated for participation by MBEs and/or WBEs in the **M/WBE** Utilization Plan, and for which the Contractor claims an inability to retain MBEs or WBEs;

(v) The Contractor held meetings with MBEs and/or WBEs prior to the date their bids or proposals were due, for the purpose of explaining in detail the scope and requirements of the work for which their bids or proposals were solicited;

(vi) The Contractor made efforts to negotiate with MBEs and/or WBEs as relevant to perform specific subcontracts, or act as suppliers or service providers;

(vii) Timely written requests for assistance made by the Contractor to Agency's M/WBE liaison officer and to DSBS;

(viii) Description of how recommendations made by DSBS and Agency were acted upon and an explanation of why action upon such recommendations did not lead to the desired level of participation of MBEs and/or WBEs.

Agency's M/WBE officer shall provide written notice to the Contractor of the determination.

(b) The Agency may modify the **Participation Goals** when the scope of the work has been changed by the Agency in a manner that affects the scale and types of work that the Contractor indicated in its **M/WBE Utilization Plan** would be awarded to subcontractors.

12. If the Contractor was required to identify in its bid or proposal the MBEs and/or WBEs they intended to use in connection with the performance of the Contract or Task Order, substitutions to the identified firms may only be made with the approval of the Agency, which shall only be given when the Contractor has proposed to use a firm that would satisfy the **Participation Goals** to the same extent as the firm previously identified, unless the Agency determines that the Contractor has established, with appropriate documentary and other evidence, that it made reasonable, good faith efforts. In making such determination, the Agency shall require evidence of the efforts listed in Section 11(a) above, as applicable, along with any other relevant factors.

13. If this Contract is for an indefinite quantity of construction, standard or professional services or is a requirements type contract and the Contractor has submitted an **M/WBE** Utilization Plan and has committed to subcontract work to MBEs and/or WBEs in order to meet the **Participation Goals**, the Contractor will not be deemed in violation of the M/WBE Program requirements for this Contract with regard to any work which was intended to be subcontracted to an MBE and/or WBE to the extent that the Agency has determined that such work is not needed.

14. If **Participation Goals** have been established for this Contract or a Task Order issued pursuant to this Contract, at least once annually during the term of the Contract or Task Order, as applicable, Agency shall review the Contractor's progress toward attainment of its **M/WBE** Utilization Plan, including but not limited to, by reviewing the percentage of work the Contractor has actually awarded to MBE and/or WBE subcontractors and the payments the Contractor made to such subcontractors.

15. If **Participation Goals** have been established for this Contract or a Task Order issued pursuant to this Contract, Agency shall evaluate and assess the Contractor's performance in meeting those goals, and such evaluation and assessment shall become part of the Contractor's overall contract performance evaluation.

PART B

MISCELLANEOUS

1. The Contractor shall take notice that, if this solicitation requires the establishment of a **M/WBE** Utilization Plan, the resulting contract may be audited by DSBS to determine compliance with Section 6-129. See §6-129(e)(10). Furthermore, such resulting contract may also be examined by the City's Comptroller to assess compliance with the **M/WBE** Utilization Plan.

2. Pursuant to DSBS rules, construction contracts that include a requirement for a **M/WBE** Utilization Plan shall not be subject to the law governing Locally Based Enterprises set forth in Section 6-108.1 of the Administrative Code of the City of New York.

3. DSBS is available to assist contractors and potential contractors in determining the availability of MBEs and/or WBEs to participate as subcontractors, and in identifying opportunities that are appropriate for participation by MBEs and/or WBEs in contracts.

4. Prospective contractors are encouraged to enter into qualified joint venture agreements with MBEs and/or WBEs as defined by Section 6-129(c)(30).

5. By submitting a bid or proposal the Contractor hereby acknowledges its understanding of the M/WBE Program requirements set forth herein and the pertinent provisions of Section 6-129, and any rules promulgated thereunder, and if awarded this Contract, the Contractor hereby agrees to comply with the M/WBE Program requirements of this Contract and pertinent provisions of Section 6-129, and any rules promulgated thereunder, all of which shall be deemed to be material terms of this Contract. The Contractor hereby agrees to make all reasonable, good faith efforts to solicit and obtain the participation of MBEs and/or WBEs to meet the required **Participation Goals**.

ARTICLE II. ENFORCEMENT

1. If Agency determines that a bidder or proposer, as applicable, has, in relation to this procurement, violated Section 6-129 or the DSBS rules promulgated pursuant to Section 6-129, Agency may disqualify such bidder or proposer, as applicable, from competing for this Contract and the Agency may revoke such bidder's or proposer's prequalification status, if applicable.

2. Whenever Agency believes that the Contractor or a subcontractor is not in compliance with Section 6-129 or the DSBS rules promulgated pursuant to Section 6-129, or any provision of this Contract that implements Section 6-129, including, but not limited to any **M/WBE** Utilization Plan, Agency shall send a written notice to the Contractor describing the alleged noncompliance and offering the Contractor an opportunity to be heard. Agency shall then conduct an investigation to determine whether such Contractor or subcontractor is in compliance.

3. In the event that the Contractor has been found to have violated Section 6-129, the DSBS rules promulgated pursuant to Section 6-129, or any provision of this Contract that implements Section 6-129, including, but not limited to, any **M/WBE** Utilization Plan, Agency may determine that one of the following actions should be taken:

(a) entering into an agreement with the Contractor allowing the Contractor to cure the violation;

(b) revoking the Contractor's pre-qualification to bid or make proposals for future contracts;

(c) making a finding that the Contractor is in default of the Contract;

(d) terminating the Contract;

(e) declaring the Contractor to be in breach of Contract;

(f) withholding payment or reimbursement;

(g) determining not to renew the Contract;

(h) assessing actual and consequential damages;

(i) assessing liquidated damages or reducing fees, provided that liquidated damages may be based on amounts representing costs of delays in carrying out the purposes of the M/WBE Program, or in meeting the purposes of the Contract, the costs of meeting utilization goals through additional

procurements, the administrative costs of investigation and enforcement, or other factors set forth in the Contract;

(j) exercising rights under the Contract to procure goods, services or construction from another contractor and charge the cost of such contract to the Contractor that has been found to be in noncompliance; or

(k) taking any other appropriate remedy.

4. If an **M/WBE** Utilization Plan has been submitted, and pursuant to this Article II, Section 3, the Contractor has been found to have failed to fulfill its **Participation Goals** contained in its **M/WBE** Utilization Plan or the **Participation Goals** as modified by Agency pursuant to Article I, Part A, Section 11, Agency may assess liquidated damages in the amount of ten percent (10%) of the difference between the dollar amount of work required to be awarded to MBE and/or WBE firms to meet the **Participation Goals** and the dollar amount the Contractor actually awarded and paid, and/or credited, to MBE and/or WBE firms. In view of the difficulty of accurately ascertaining the loss which the City will suffer by reason of Contractor's failure to meet the **Participation Goals**, the foregoing amount is hereby fixed and agreed as the liquidated damages that the City will suffer by reason of such failure, and not as a penalty. Agency may deduct and retain out of any monies which may become due under this Contract the amount of any such liquidated damages; and in case the amount which may become due under this Contract shall be less than the amount of liquidated damages suffered by the City, the Contractor shall be liable to pay the difference.

5. Whenever Agency has reason to believe that an MBE and/or WBE is not qualified for certification, or is participating in a contract in a manner that does not serve a commercially useful function (as defined in Section 6-129(c)(8)), or has violated any provision of Section 6-129, Agency shall notify the Commissioner of DSBS who shall determine whether the certification of such business enterprise should be revoked.

6. Statements made in any instrument submitted to Agency pursuant to Section 6-129 shall be submitted under penalty of perjury and any false or misleading statement or omission shall be grounds for the application of any applicable criminal and/or civil penalties for perjury. The making of a false or fraudulent statement by an MBE and/or WBE in any instrument submitted pursuant to Section 6-129 shall, in addition, be grounds for revocation of its certification.

7. The Contractor's record in implementing its **M/WBE** Utilization Plan shall be a factor in the evaluation of its performance. Whenever Agency determines that a Contractor's compliance with an **M/WBE** Utilization Plan has been unsatisfactory, Agency shall, after consultation with the City Chief Procurement Officer, file an advice of caution form for inclusion in PASSPort as caution data.

Affirmation

The Bidder affirms and declares:

1. The said bidder is of lawful age and the only one interested in this bid; and no person, firm or corporation other than hereinbefore named has any interest in this bid, or in the Contract proposed to be taken.

2. By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief: (1) the prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; (2) unless otherwise required by law, the prices quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and (3) no attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

3. No councilman or other officer or employee or person whose salary is payable in whole or in part from the City Treasury is directly or indirectly interested in this bid, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

4. The bidder is not in arrears to the City of New York upon debt or contract or taxes, and is not a defaulter, as surety or otherwise, upon any obligation of the City of New York, and has not been declared not responsible, or disqualified, by any agency of the City of New York or State of New York, nor is there any proceeding pending relating to the responsibility or qualification of the bidder to receive public contracts except as set forth on the Affirmation included as disclosed in PASSPort.

5. The bidder hereby affirms that is has paid all applicable City income, excise and other taxes for all it has conducted business activities in New York City.

6. The bidder, as an individual, or as a member, partner, director or officer of the bidder, if the same be a firm, partnership or corporation, executes this document expressly warranting and representing that should this bid be accepted by the City and the Contract awarded to him, he and his subcontractors engaged in the performance:

   (1) will comply with the provisions of Section 6-108 of the Administrative Code of the City of New York and the non-discrimination provisions of Section 220a of the New York State Labor Law, as more expressly and in detail set forth in the Agreement; (2) will comply with Section 6-109 of the Administrative Code of the City of New York in relation to minimum wages and other stipulations as more expressly and in detail set forth in the Agreement; (3) have complied with the provisions of the aforesaid laws since their respective effective dates, and (4) will post notices to be furnished by the City, setting forth the requirements of the aforesaid laws in prominent and conspicuous places in each and every plant, factory, building and structure where employees engaged in the performance of the Contract can readily view it, and will continue to keep such notices posted until the supplies, materials and equipment, or work labor and services required to be furnished or rendered by the Contractor have been finally accepted by the City. In the event of any breach or violation of the foregoing, the Contractor may be subject to damages, liquidated or otherwise, cancellation of the Contract and suspension as a

bidder for a period of three years. (The words, "the bidder", "he", "his", and "him" where used shall mean the individual bidder, firm, partnership or corporation executing this bid).

7. Compliance Report

   The bidder, as an individual, or as a member, partner, director, or officer of the bidder, if the same be a firm, partnership, or corporation, (1) represents that his attention has been specifically drawn to Executive Order No. 50, dated April 25, 1980, on Equal Employment Compliance of the contract, and (2) warrants that he will comply with the provisions of Executive Order No. 50. The Employment Report must be submitted as part of the bid.

8. The bidder, as an individual, or as a member, partner, director, or officer of the bidder, if the same be a firm, partnership, or corporation, executes this document expressly warranting that he will comply with: (1) the provision of the contract on providing records, Chapter 8.

9. By submission of this bid, the bidder certifies that it now has and will continue to have the financial capability to fully perform the work required for this contract. Any award of this contract will be made in reliance upon such certification. Upon request therefor, the bidder will submit written verification of such financial capability in a form that is acceptable to the department.

10. In accordance with Section 165 of the State Finance Law, the bidder agrees that tropical hardwoods, as defined in Section 165 of the State Finance Law, shall not be utilized in the performance of this Contract, except as the same are permitted by the foregoing provision of law.

11. The bidder has visited and examined the site of the work and has carefully examined the Contract in the form approved by the Corporation Counsel, and will execute the Contract and perform all its items, covenants and conditions, and will provide, furnish and deliver all the work, materials, supplies, tools and appliances for all labor and materials necessary or required for the hereinafter named work, all in strict conformity with the Contract, for the prices set forth in the Bid Schedule.

12. M/WBE UTILIZATION PLAN: By signing its bid, the bidder agrees to the M/WBE Vendor Certification and Required Affirmations set forth below, unless a full waiver of the Participation Goals is granted.

    I hereby:

    1) acknowledge my understanding of the M/WBE participation requirements as set forth in this Contract and the pertinent provisions of Section 6-129 of the Administrative Code of the City of New York and the rules promulgated thereunder;

    2) affirm that the information supplied in support of the M/WBE Utilization Plan is true and correct;

    3) agree, if awarded this Contract, to comply with the M/WBE participation requirements of this Contract, the pertinent provisions of Section 6-129, and the rules promulgated thereunder, all of which shall be deemed to be material terms of this Contract;

    4) agree and affirm that it is a material term of this Contract that the Vendor will award the total dollar value of the M/WBE Participation Goals to certified MBEs and/or WBEs, unless a full waiver is obtained or such goals are modified by the Agency; and

    agree and affirm, if awarded this Contract, to make all reasonable, good faith efforts to meet the M/WBE Participation Goals, or If a partial waiver is obtained or such goals are modified by the Agency, to meet the modified Participation Goals by soliciting and obtaining the participation of certified MBE and/or WBE firms.

Bid Schedule

The Questionnaire in the PASSPort system contains the Bid Schedule. Items listed in the Bid Schedule shall comply with the requirements of the corresponding sections of the specifications detailed in the table below. All references to the Standard Specifications, Details, Standards and Drawings shall be to the version in effect at the time of bid.

NOTES:

- "XXX" in the table below signifies any possible combination of characters and spaces.
- The table below may contain item formats which are not included in the Bid Schedule.
  Please refer to the Bid Schedule to determine which specifications apply.

Item Number Format	Applicable Specifications
4.XXX 6.XXX 7.XXX 8.XXX *(Except 8.01 XXX; see below)* 9.XXX HW-XXX	NYC Department of Transportation ("DOT") Standard Highway Specifications, as amended in the R-Pages, located in Volume 3 of 3 herein; ***AND*** NYC DOT Standard Details of Construction; ***OR,*** ***if the item is not contained within the Standard Specifications***, then see the applicable New Sections in the I-Pages, located in Volume 3 of 3 herein.
1.XXX 50.XXX through 55.XXX 60.XXX through 66.XXX 70.XXX through 79.XXX *(Except 79.11XXX; see below)* DSS XXX DSW XXX	NYC Department of Environmental Protection ("DEP") Standard Sewer and Water Main Specifications, as amended in the R-Pages and SW-Pages, located in Volume 3 of 3 herein; ***AND*** NYC DEP Specifications for Trunk Main Work; ***AND*** NYC DEP Sewer Design Standards; ***AND*** NYC DEP Water Main Standard Drawings; ***OR,*** ***if the item is not contained within the Standard Specifications,*** then see the Amendments to the Standard Sewer and Water Main Specifications in the SW-Pages, located in Volume 3 of 3 herein.
GI-XXX PM-XXX ROW XXX	New Sections in the I-Pages, located in Volume 3 of 3 herein ***AND*** NYC DEP Standards for Green Infrastructure.

Item Number Format	Applicable Specifications
UTL-XXX	Gas Cost Sharing Standard Specifications in the EP7-Pages, located in Volume 3 of 3 herein.
83X.XXX MX.XXX MP XXX NYC-XXX NYCT-XXX NYPD-XXX P XXX PK-XXX	New Sections in the I-Pages, located in Volume 3 of 3 herein.
BMP-XXX	Specifications for Construction of Best Management Practice (BMP) and Mitigation Area in the BMP-Pages, located in Volume 3 of 3 herein.
E XXX ME XXX	Specifications for the Specialty Electrical Works in the EL-Pages, located in Volume 3 of 3 herein.
SL-XXX	NYC DOT Division of Street Lighting Specifications ***AND*** NYC Division of Street Lighting Standard Drawings.
T-XXX	NYC DOT Specifications for Traffic Signals and Intelligent Transportation Systems ***AND*** NYC DOT Traffic Signal Standard Drawings.
JB XXX	Joint Bid Specifications in the JB-Pages, located in Volume 3 of 3 herein.
8.01 XXX	Specifications for Handling, Transportation and Disposal of Nonhazardous and Potentially Hazardous Contaminated Materials in the HAZ-Pages, located in Volume 3 of 3 herein.
67.XXX	Specifications for Abatement of Coal Tar Wrap Asbestos Containing Materials in the ASB-Pages, located in Volume 3 of 3 herein.
79.11XXX	Specifications for Abatement of Transit Authority Duct Insulation Asbestos Containing Materials in the ASB-Pages, located in Volume 3 of 3 herein.

Pre-Award Process

The bidder is advised that as part of the pre-award review of its bid, it may be required to submit the information described in Sections (A) through (D) below. If required, the bidder must submit such information within five (5) business days following receipt of notification from DDC that it is among the low bidders. Such notification from DDC will be by email and will specify the types of information which must be submitted directly to DDC.

In the event the bidder fails to submit the required information within the specified time frame, its bid may be rejected as nonresponsive.

****

(A) **Project Reference Form**: If required, the bidder must complete and submit the Project Reference Form set forth in this Bid Booklet. The Project Reference Form consists of 3 parts: (1) Contracts Completed by the Bidder, (2) Contracts Currently Under Construction by the Bidder, and (3) Pending Contracts Not Yet Started by the Bidder.

(B) **Copy of License**: If required, the bidder must submit a copy of the license under which the bidder will be performing the work. Such license must clearly show the following: (1) Name of the Licensee, (2) License Number, and (3) Expiration date of the License. A copy of the license will be required from bidders for the following contracts: Plumbing Work, Electrical Work and Asbestos Abatement.

(C) **Financial Information**: If required, the bidder must submit the financial information described below:

(1) Audited Financial Statements: Financial statements (Balance Sheet and Income Statement) of the entity submitting the bid, as audited by an independent auditor licensed to practice as a certified public accountant (CPA). Audited financial statements for the three most recent fiscal years must be submitted. Each such financial statement must include the auditor's standard report.

If the bidder does not have audited financial statements, it must submit an affidavit attesting to the fact that the bidder does not have such statements. In addition, the bidder must submit the following documentation covering the three most recent fiscal years: signed federal tax returns, unaudited financial statements, and a "certified review letter" from a certified public accountant (CPA) verifying the unaudited financial statements.

Unless the most recent audited or unaudited financial statement was issued within ninety (90) days, the bidder must submit interim financial information that includes data on financial position and results of operation (income data) for the current fiscal year. Such information may be summarized on a monthly or quarterly basis or at other intervals.

(2) Schedule of Aged Accounts Receivable, including portion due within ninety (90) days.

(D) **Project Specific Information**: If required, the bidder must submit the project specific information described below:

(1) Statement indicating the number of years of experience the bidder has had and in what type of construction.

(2) Resumes of all key personnel to be involved in the project, including the proposed project superintendent.

(3) List of significant pieces of equipment expected to be used for the contract, and whether such equipment is owned or leased.

(4) Description of work expected to be subcontracted, and to what firms, if known.

(5) List of key material suppliers.

(6) Preliminary bar chart time schedule

(7) Contractor's expected means of financing the project. This should be based on the assumption that the contractor is required to finance 2X average monthly billings throughout the contract period.

(8) Any other issues the contractor sees as impacting his ability to complete the project according to the contract.

In addition to the information described in Sections (A) through (D) above, the bidder shall submit such additional information as the Commissioner may require, including without limitation, an explanation or justification for specific unit price items.

The bidder is further advised that it may be required to attend a pre-award meeting with DDC representatives. If such a meeting is convened, the bidder will be advised as to any additional material to be provided.

Project References

A. Contracts completed by the bidder

List all contracts substantially completed within the last 4 years, up to a maximum of 10 projects, in descending order of date of substantial completion.

Project & Location	Contract Type	Contract Amount ($000)	Date Completed	Owner Reference & Tel. No.	Architect/Engineer Reference & Tel. No. (if different from owner)
HWPR22MQ - Manhattan & Queens	Sub	$2,249,364.38	Dec 2025	NYC DDC / Oliveira Contracting Inc Marco Desa: 917-853-6880	Hasan Salahuddin 773-998-8073
Ped Ramp Restoration	Sub	$1,200,000.00	Dec 2025	RSB Group Corp 718-795-2066	RSB Group Corp
Verizon Concrete Restoration - Queens, Brooklyn, Bronx, SI	Sub	$5,256,553.99	May 2025	Verizon / ASG Inc 917-882-2812	ASG Inc / Joseph Cadavid 917-882-2812
HWS2021Q - Queens	Sub	$536,555.38	Feb 2025	NYC DDC / Oliveira Contracting Inc Marco Desa: 917-853-6880	Yogesh Ravanan, P.E. 732-672-0997
HWPR21QX - Queens	Sub	$307,957.00	Dec 2024	NYC DDC / Oliveira Contracting Inc Marco Desa: 917-853-6880	Paula Castillo 516-205-4522
Battery Park Rehabilitation	Sub	$259,129.22	Feb 2024	Battery Park / Cooper Build 631-213-1092	Cooper Build /July May Cosare 631-213-1092

B. Contracts currently under construction by the bidder

List all contracts currently under construction even if they are not similar to the contract being awarded.

Project & Location	Contract Type	Contract Amount ($000)	Subcontracted to Others ($000)	Uncompleted Portion ($000)	Date Scheduled to Complete	Owner Reference & Tel. No.	Architect/ Engineer Reference & Tel. No. (if different from owner)
Bus Shelter Digitalization - NYC 5 Boroughs	Sub	$1,375,105.33	$0.00	$817,667.26	TBD	JCDecaux Luis Henriquez: 347-417-2332	JCDecaux

C. Pending contracts not yet started by the bidder

List all contracts awarded to or won by the bidder but not yet started.

Project & Location	Contract Type	Contract Amount ($000)	Date Scheduled to Start	Owner Reference & Tel. No.	Architect/Engineer Reference & Tel. No. (if different from owner)
N/A	N/A	N/A	N/A	N/A	N/A

QUALIFICATION FORM

Name of Contractor: Allstate Sales Group Inc.

Name of Project: NYC sidewalk & Pedstrain Ramp restoration via Verizon

Location of Project: Queens, Brookly, Staten Island & Bronx.

Owner or Owner's representative (Architect or Engineer) who is familiar with the work performed:

Name: Joe Cadavid

Title: VP/Operation Phone Number: 917-882-2812

Brief description of the Project completed or the Project in progress:

removal of existing sidewalk and nyc corners and reinstall to meet DOT ADA compliance.

Was the Project performed as a prime, a subcontractor or a sub-subcontractor: Subcontractor.

Amount of Contract, Subcontract or Sub-subcontract: $5,200,000.00

Start Date and Completion Date: May 2025

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Name of Contractor: Oliveira Contracting Inc.

Name of Project: HWPR21QX / HWPR22MQ & HWS2021Q

Location of Project: Queen, Manhattan & Bronx.

Owner or Owner's representative (Architect or Engineer) who is familiar with the work performed:

Name: Marco Desa

Title: Project Manager Phone Number: 917-853-6880

Brief description of the Project completed or the Project in progress:

removal of existing sidewalk and nyc corners and reinstall to meet DOT ADA compliance.

Was the Project performed as a prime, a subcontractor or a sub-subcontractor: Subcontractor.

Amount of Contract, Subcontract or Sub-subcontract: $3,093,000.00

Start Date and Completion Date: Dec 2025

Department of Design and Construction

NEW YORK CITY DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE - BUREAU OF DESIGN
BID SCHEDULE

Project ID: HWCB26KR
ePIN: 85026B0024

TOTAL BID PRICE: $1,897,441.70

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col.8
Seq. No	Item Number	Item Description	Engineer's Estimate of Quantity	Unit	Unit Price	Extended Amount	Price Criteria
1	4.02 AB-R	ASPHALTIC CONCRETE WEARING COURSE, 1-1/2" THICK	2,400.00	S.Y.	$45.00	$108,000.00	
2	4.02 CB	ASPHALTIC CONCRETE MIXTURE	225.00	TONS	$250.00	$56,250.00	
3	4.04 H	CONCRETE BASE FOR PAVEMENT, VARIABLE THICKNESS FOR TRENCH RESTORATION, (HIGH-EARLY STRENGTH)	110.00	C.Y.	$100.00	$11,000.00	
4	4.07 BA-S	RESET GRANITE CURB	45.00	L.F.	$85.00	$3,825.00	
5	4.07 CB-S	NEW GRANITE CURB, STRAIGHT	35.00	L.F.	$150.00	$5,250.00	
6	4.08 AA-S	CONCRETE CURB (18" DEEP)	3,685.00	L.F.	$103.00	$379,555.00	
7	4.09 AD-S	STRAIGHT STEEL FACED CONCRETE CURB (18" DEEP)	755.00	L.F.	$120.00	$90,600.00	
8	4.09 BD-S	DEPRESSED STEEL FACED CONCRETE CURB (18" DEEP)	30.00	L.F.	$110.00	$3,300.00	
9	4.09 CM-S	CORNER STEEL FACED CONCRETE CURB	40.00	L.F.	$180.00	$7,200.00	
10	4.13 AA-S	4" CONCRETE SIDEWALK (UNPIGMENTED)	7,585.00	S.F.	$26.00	$197,210.00	
11	4.13 AAT	4" CONCRETE SIDEWALK ON EXISTING FOUNDATION (UNPIGMENTED)	45.00	S.F.	$20.00	$900.00	
12	4.13 AAX	4" CONCRETE SIDEWALK WITH SPECIAL SCORING (UNPIGMENTED)	40.00	S.F.	$20.00	$800.00	
13	4.13 AB-S	4" CONCRETE SIDEWALK (PIGMENTED)	40.00	S.F.	$20.00	$800.00	
14	4.13 BAC-S	7" CONCRETE SIDEWALK AT CORNER QUADRANTS (UNPIGMENTED)	65.00	S.F.	$24.00	$1,560.00	
15	4.13 BA-S	7" CONCRETE SIDEWALK (UNPIGMENTED)	10,565.00	S.F.	$28.00	$295,820.00	
16	4.13 BBC-S	7" CONCRETE SIDEWALK AT CORNER QUADRANTS (PIGMENTED)	45.00	S.F.	$24.00	$1,080.00	
17	4.13 BB-S	7" CONCRETE SIDEWALK (PIGMENTED)	35.00	S.F.	$24.00	$840.00	
18	4.13 CABS	4" CONCRETE SIDEWALK (PIGMENTED) (SAW CUT TYPE JOINTS)	50.00	S.F.	$20.00	$1,000.00	
19	4.13 CABST	4" CONCRETE SIDEWALK ON EXISTING FOUNDATION (PIGMENTED) (SAW CUT TYPE JOINTS)	45.00	S.F.	$20.00	$900.00	
20	4.13 CBBS	7" CONCRETE SIDEWALK (PIGMENTED) (SAW CUT TYPE JOINTS)	40.00	S.F.	$24.00	$960.00	
21	4.13 CBBST	7" CONCRETE SIDEWALK ON EXISTING FOUNDATION (PIGMENTED) (SAW CUT TYPE JOINTS)	35.00	S.F.	$24.00	$840.00	
22	4.13 DE	EMBEDDED PREFORMED DETECTABLE WARNING UNITS	40.00	S.F.	$35.00	$1,400.00	
23	4.13 DSAT	SURFACE APPLIED DETECTABLE WARNING UNITS (TEMPORARY)	55.00	S.F.	$35.00	$1,925.00	
24	4.14 W	WELDED STEEL WIRE FABRIC	545.00	LBS.	$5.00	$2,725.00	
25	4.15	TOPSOIL	65.00	C.Y.	$5.00	$325.00	
26	4.16 AA	TREES REMOVED (4" TO UNDER 12" CALIPER)	5.00	EACH	$550.00	$2,750.00	
27	4.16 AB	TREES REMOVED (12" TO UNDER 18" CALIPER)	5.00	EACH	$750.00	$3,750.00	
28	4.16 CA505	TREES PLANTED, 3" TO 3-1/2" CALIPER, ALL TYPES, IN 5' X 5' TREE PITS	5.00	EACH	$50.00	$250.00	
29	4.16 STUMP	STUMP REMOVAL	5.00	EACH	$200.00	$1,000.00	
30	4.18 A	MAINTENANCE TREE PRUNING (UNDER 12" CAL.)	5.00	EACH	$350.00	$1,750.00	
31	4.18 B	MAINTENANCE TREE PRUNING (12" TO UNDER 18" CAL.)	5.00	EACH	$350.00	$1,750.00	
32	4.18 C	MAINTENANCE TREE PRUNING (18" TO UNDER 24" CAL.)	5.00	EACH	$350.00	$1,750.00	
33	4.18 D	MAINTENANCE TREE PRUNING (24" CAL. AND OVER)	5.00	EACH	$350.00	$1,750.00	
34	4.19	SODDING	430.00	S.Y.	$50.00	$21,500.00	
35	4.21	TREE CONSULTANT	545.00	P/HR	$50.00	$27,250.00	
36	51.41S001	STANDARD CATCH BASIN, TYPE 1	5.00	EACH	$1,500.00	$7,500.00	
37	52.11D12	12" DUCTILE IRON PIPE BASIN CONNECTION	45.00	L.F.	$75.00	$3,375.00	
38	6.02 AAN	UNCLASSIFIED EXCAVATION	105.00	C.Y.	$150.00	$15,750.00	
39	6.03 AA	STRIPPING PAVEMENT SURFACE (ASPHALTIC CONCRETE)	70.00	S.Y.	$5.00	$350.00	
40	6.03 CA	STRIPPING PAVEMENT SURFACE (GRANITE BLOCK) (DISPOSAL OF BLOCK)	35.00	S.Y.	$5.00	$175.00	
41	6.22 F	ADDITIONAL HARDWARE	305.00	LBS.	$10.00	$3,050.00	
42	6.25 RS	TEMPORARY SIGNS	680.00	S.F.	$15.00	$10,200.00	
43	6.26	TIMBER CURB	395.00	L.F.	$25.00	$9,875.00	
44	6.28 AA	LIGHTED TIMBER BARRICADES	680.00	L.F.	$100.00	$68,000.00	
45	6.33 A	STEEL FACED MALL NOSING, 1' TO UNDER 3' RADIUS	5.00	EACH	$50.00	$250.00	
46	6.33 B	STEEL FACED MALL NOSING, 3' TO UNDER 6' RADIUS	5.00	EACH	$50.00	$250.00	
47	6.40 B	ENGINEER'S FIELD OFFICE (TYPE B)	18.00	MONTH	$1,000.00	$18,000.00	
48	6.43 D	DIGITAL PHOTOGRAPHS	690.00	SETS	$5.00	$3,450.00	
49	6.44	THERMOPLASTIC REFLECTORIZED PAVEMENT MARKINGS (4" WIDE)	8,130.00	L.F.	$9.00	$73,170.00	

Department of Design and Construction

NEW YORK CITY DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE - BUREAU OF DESIGN
BID SCHEDULE

Project ID: **HWCB26KR**
ePIN: **85026B0024**

TOTAL BID PRICE: **$1,897,441.70**

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7	Col.8
Seq. No	**Item Number**	**Item Description**	**Engineer's Estimate of Quantity**	**Unit**	**Unit Price**	**Extended Amount**	**Price Criteria**
50	6.44 CST	COLOR SURFACE TREATMENT FOR PAVEMENTS (CST)	600.00	S.F.	$50.00	$30,000.00	
51	6.51 BD-P	PAVEMENT KEY AT PEDESTRIAN RAMP	45.00	C.Y.	$50.00	$2,250.00	
52	6.52 CG	CROSSING GUARD	480.00	P/HR	$100.00	$48,000.00	Unit price bid shall not be less than: $ 100.00
53	6.87	PLASTIC BARRELS	1,355.00	EACH	$30.00	$40,650.00	
54	62.14FS	FURNISHING, DELIVERING AND INSTALLING HYDRANT FENDERS	12.00	EACH	$1,000.00	$12,000.00	Unit price bid shall not be less than: $ 262.50
55	7.13 A	MAINTENANCE OF SITE	1.00	L.S.	$100,000.00	$100,000.00	
56	7.35	PEDESTRIAN CHANNELIZER	4,345.00	L.F.	$20.00	$86,900.00	
57	8.02 AB-S	SPECIAL CARE EXCAVATION AND RESTORATION FOR CURB AND SIDEWALK WORK	255.00	S.F.	$10.00	$2,550.00	
		SUBTOTAL				**$1,773,310.00**	
58	6.39 B	MOBILIZATION	1.00	L.S.	$124,131.70	$124,131.70	BID PRICE OF MOBILIZATION SHALL NOT EXCEED 8% OF THE ABOVE SUB-TOTAL PRICE.

FORM OF BID BOND

KNOW ALL MEN BY THESE PRESENTS. That we, Tristate Mason LLC
59-35 56th Rd
Maspeth, NY 11378

hereinafter referred to as the "Principal", and First Indemnity of America Insurance Company
2740 State Rte 10, Suite 205, Morris Plains, NJ 07950

hereinafter referred to as the "Surety" are held and firmly bound to THE CITY OF NEW YORK, hereinafter referred to as the "CITY", or to its successors and assigns in the penal sum of _____

Ten percent of contract amount

($ 10%), Dollars lawful money of the United States, for the payment of which said sum of money well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the Principal is about to submit (or has submitted) to the City the accompanying proposal, hereby made a part hereof, to enter into a contract in writing for _____

HWCB26KR - Replacement of Concrete, steel faced and granite curbs and related sidewalk and roadway restoration.

NOW, THEREFORE, the conditions of this obligation are such that if the Principal shall not withdraw said Proposal without the consent of the City for a period of forty-five (45) days after the opening of bids and in the event of acceptance of the Principal's Proposal by the City, if the Principal shall:

(a) Within ten (10) days after notification by the City, execute in quadruplicate and deliver to the City all the executed counterparts of the Contract in the form set forth in the Contract Documents, in accordance with the proposal as accepted, and

(b) Furnish a performance bond and separate payment bond, as may be required by the City, for the faithful performance and proper fulfillment of such Contract, which bonds shall be satisfactory in all respects to the City and shall be executed by good and sufficient sureties, and

(c) In all respects perform the agreement created by the acceptance of said Proposal as provided in the Information for Bidders, bound herewith and made a part hereof, or if the City shall reject the aforesaid Proposal, then this obligation shall be null and void; otherwise to remain in full force and effect.

In the event that the Proposal of the Principal shall be accepted and the Contract be awarded to the Principal the Surety hereunder agrees subject only to the payment by the Principal of the premium therefore, if requested by the City, to write the aforementioned performance and payment bonds in the form set forth in the Contract Documents.

It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

There shall be no liability under this bond if, in the event of the acceptance of the Principal's Proposal by the City, either a performance bond or payment bond, or both, shall not be required by the City on or before the 30th day after the date on which the City signs the Contract.

The surety, for the value received, hereby stipulates and agrees that the obligations of the Surety and its bond shall in no way be impaired or affected by any postponements of the date upon which the City will receive or open bids, or by any extensions of the time within which the City may accept the Principal's Proposal, or by any waiver by the City of any of the requirements of the Information for Bidders, and the Surety hereby waives notice of any such postponements, extensions, or waivers.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers the 22nd day of December, 2025.

(Seal)

Tristate Mason LLC (L.S.)

Principal

By: Sandya

(Seal)

First Indemnity of America Insurance Company

Surety

By:

Gary A Cardinale, Attorney-In-Fact

ACKNOWLEDGMENT OF PRINCIPAL, IF A CORPORATION

State of New Jersey County of Middlesex ss:
On this 21st day of Dec, 2025, before me personally came Sangya KC to me known, who, being by me duly sworn, did depose and say that he/she/they resides at 245 Lorraya Ave Helin, NJ 08830 that he/she/they is the CEO of Instate Mason LLC the corporation described in and which executed the foregoing instrument; that he/she/they knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the directors of said corporation, and that he/she/they signed his name thereto by like order.

KIRAN D MAHARAJA
Notary Public, State of New Jersey
My Commission Expires May 18, 2029

21/DEC/2025

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL, IF A PARTNERSHIP

State of _____ County of _____ ss:
On this _____ day of _____, _____, before me personally appeared _____ to me known and known to me to be one of the members of the firm of _____ described in and who executed the foregoing instrument, and he/she/they acknowledged to me that he/she/they executed the same as and for the act and deed of said firm.

_____

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL, IF AN INDIVIDUAL

State of _____ County of _____ ss:
On this _____ day of _____, _____, before me personally appeared _____ to me known and known to me to be the person described in and who executed the foregoing instrument and acknowledged that he/she/they executed the same.

_____

Notary Public

AFFIX ACKNOWLEDGMENTS AND JUSTIFICATION OF SURETIES

ACKNOWLEDGMENT OF SURETY

STATE OF New York)
) SS.:
COUNTY OF Erie)

On the 22nd day of December in the year 2025, before me, the undersigned, personally appeared Gary A. Cardinale, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Lisa M Reese
Notary Public

LISA M REESE
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01RE0014975
Qualified in Erie County
Commission Expires October 26, 2027

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY
2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
STATEMENT OF FINANCIAL CONDITION AS OF DECEMBER 31, 2024

Assets:		
Bonds		$ 13,295,662
Preferred & Common Stocks		6,268,370
Mortgage Loans		379,080
Real Estate		1,130,027
Cash and Short Term Investments		11,472,976
Investment Income Due and Accrued		135,968
Premiums in the Course of Collection (under 90 days)		778,211
Reinsurance Recoverable on Loss and LAE Payments		118,318
Deferred Tax Asset		251,549
Other Assets		116,300
Total Admitted Assets		$ 33,946,461
Liabilities and Surplus:		
Reserve for Loss and Loss Adjustment Expenses		6,788,275
Other Expenses		189,544
Taxes Licenses and Fees		67,983
Federal Income Tax Payable		161,379
Unearned Premium		2,820,500
Amounts Withheld or Retained for Others		6,375,652
Ceded Reinsurance Balances Payable		204,651
Security Deposits		12,600
Total Liabilities		16,620,584
Capital & Surplus:		
Common Stock, Paid Up	2,500,000	
Paid in and Contributed Surplus	1,480,945	
Unassignd Surplus	13,344,932	
Surplus as Regards to Policyholders		17,325,877
Total Liabilities and Surplus		$ 33,946,461

I, Glenn A. Runne, Chief Financial Officer of First Indemnity of America Insurance Company, do hereby certify that the foregoing statement is a correct exhibit of the assets and surplus of the said company, on the 31st day of December, 2024, according to the best information, knowledge, and belief.

Glenn A. Runne
Glenn A. Runne
Chief Financial Officer

State of New Jersey)
County of Morris) SS:
Subscribed and sworn to, before me, a Notary Public of the State of New Jersey in the Township of Morris Plains, this 25th day of February 2025.

Kathleen Fochesto
Commission #2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

Kathleen Fochesto
Kathleen Fochesto
My Commission Expires March 16, 2030

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY

2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
Telephone: (973) 402-1200

POWER OF ATTORNEY FOR BONDS AND UNDERTAKINGS

Know All Men By These Presents: That First Indemnity of America Insurance Company, a Corporation of the State of New Jersey does hereby appoint: Gary A. Cardinale, Joseph Cardinale, Salvatore Cardinale, its true and lawful Attorneys-in-Fact: to make, execute, sign, acknowledge, affix the Company Seal to, deliver any and all surety bonds, Consents of Surety, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature of a bond, for and on behalf of said Company and as an act and deed of said Company, NOT TO EXCEED FIVE MILLION DOLLARS FOR ANY BOND OR CONTRACT PRICE.

IN WITNESS WHEREOF, First Indemnity of America Insurance Company of the State of New Jersey has executed these presents this 21st day of May, 2025.

Patrick J. Lynch, President

STATE OF NEW JERSEY)
COUNTY OF MORRIS) ss:

On this 21st day of May, 2025, before me came the above named authorized representative of First Indemnity of America Insurance Company, to me personally known to be the individual and representative described herein, and acknowledge that he executed the foregoing instrument and affixed the seal of said corporation thereto by authority of this office.

KATHLEEN FOCHESTO
Commission # 2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

CERTIFICATE

Excerpts of Resolutions adopted by the Board of Directors of First Indemnity of America Insurance Company of the State of New Jersey adopted May 21, 2025.

RESOLVED, that the President, or any one of the Vice Presidents specially authorized to do so by the Board of Directors, shall have the power to appoint Attorneys-in-Fact as the business of the company may require, or to authorize any person or persons to execute on behalf of the Company any bonds, Consents of Surety, undertakings, recognizances, stipulations, policies, contracts, agreements, deeds, and release and assignment of judgments, decrees, mortgages and instruments in the nature of mortgagers, and also all other instruments and documents which the business of the Company may require and to affix the Seal of the Company thereto.

FURTHER RESOLVED, that the signatures and attestations of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating to the Power of Attorney by electronic means and any such Power of Attorney or certificate bearing such electronic signatures or electronic seal shall be valid and binding upon the Company with respect to any bond, undertaking, recognizances or other contract of indemnity of writing obligatory in the nature thereof.

I, Jane E. Lynch, Secretary of First Indemnity of America Insurance Company of New Jersey, do hereby certify that the foregoing Resolutions were adopted by the Board of Directors of the Corporation and the Powers of Attorney issued pursuant thereto, are true and correct and that both the Resolution and the Powers of Attorney are in full force and effect.

IN WITNESS WHEREOF, I have herewith set my hand and affixed the seal of said Corporation this 21st day of May, 2025.
This is notice that the Power of Attorney cited above is effective this 22nd day of December, 2025.

Jane E. Lynch, Secretary

WW100417

careers
businesses
neighborhoods

Dynishal Gross

Commissioner

1 Liberty Plaza
11th Floor
New York, NY 10006

212.513.6300 tel
212.618.8891 fax
711 NY Relay

Certificate of Approval

Issue Date: January 29, 2026
Expiration Date: January 28, 2029
Name of Contracting Agency: Department of Design and Construction (DDC)
Business Name: Tristate Mason LLC
Business Address: 59-35 56Th Road, Maspeth, NY 11379
DLS File #226CY007
Project ID #HWCB26KR
EPIN #85026B0024
Contract Value: $1,897,441.70

The Department of Small Business Services/Division of Labor Services (DLS) has reviewed the employment report and concluded that **Tristate Mason LLC** has met the equal employment opportunity requirements of the City of New York, as stated in Executive Order No. 50 (1980).

Contingent upon **Tristate Mason LLC** ongoing compliance with E.O. 50 this approval shall be effective for the three (3) year period. **You are exempted to submit an employment report for each new contract during this approval period**. Please be advised that the Monthly Workforce Utilization data tables must be maintained. The DLS reserves the right to perform an audit of your payroll records, and any other information submitted concerning compliance with EO50.

If you have any questions, please email **David Muhieddine, DLS Compliance Officer,** at **DMuhieddine@sbs.nyc.gov**.

Sincerely,

Hasan Mir/HM
Chief Vendor Compliance Officer
SBS/DEFO/DLS

The City of New York Department of Small Business Services
Division of Labor Services Contract Compliance Unit
1 Liberty Plaza, New York, New York 10006
Phone: (212) 513 – 6323
Fax: (212) 618-8879

CONSTRUCTION EMPLOYMENT REPORT

GENERAL INFORMATION

1. Your contractual relationship in this contract is: Prime contractor [X] Subcontractor [ ]

1a. Are M/WBE goals attached to this project? Yes [X] No [ ]

2. Please check one of the following if your firm would like information on how to certify with the City of New York as a:

[X] Minority Owned Business Enterprise
[X] Women Owned Business Enterprise
[ ] Disadvantaged Business Enterprise
[ ] Locally Based Business Enterprise
[ ] Emerging Business Enterprise

2a. If you are certified as an **MBE**, **WBE**, **LBE, EBE** or **DBE**, what city/state agency are you certified with? NYS & SBS Are you DBE certified? Yes [ ] No [X]

3. Please indicate if you would like assistance from SBS in identifying certified M/WBEs for contracting opportunities: Yes [ ] No [X]

4. Is this project subject to a project labor agreement? Yes [X] No [ ]

5. Are you a Union contractor? Yes [X] No [ ] If yes, please list which local(s) you affiliated with local 1010

6. Are you a Veteran owned company? Yes [ ] No [X]

PART I: CONTRACTOR/SUBCONTRACTOR INFORMATION

7. 92-3525254 — info@tristatemason.com
Employer Identification Number or Federal Tax I.D. — Email Address

8. Tristate Mason LLC
Company Name

9. 59-35 56th Rd, Maspeth, NY 11379
Company Address and Zip Code

10. Krit Bhattarai — 347-260-2280
Chief Operating Officer — Telephone Number

11. Sangya KC — 929-899-0885
Designated Equal Opportunity Compliance Officer — Telephone Number
(If same as Item #10, write "same")

12. Tristate Mason LLC, Krit Bhattarai
Name of Prime Contractor and Contact Person
(If same as Item #8, write "same")

13. Number of employees in your company: 3

14. Contract information:

(a) NYC DDC
Contracting Agency (City Agency)

(b) 1,897,441.70
Contract Amount

(c) 85026B0024
Procurement Identification Number (PIN)

(d) _____
Contract Registration Number (CT#)

(e) 04/24/2026
Projected Commencement Date

(f) 04/24/2027
Projected Completion Date

(g) Project Description:
Replacement of Concrete, steel face & granite curb and related sidewalk

(g) (i) Project Location: Brooklyn & Staten Island

15. Has your firm been reviewed by the Division of Labor Services (DLS) within the past 36 months and issued a Certificate of Approval? Yes ☐ No ☒

If yes, attach a copy of certificate.

16. Has DLS within the past month reviewed an Employment Report submission for your company and issued a Conditional Certificate of Approval? Yes ☐ No ☒

If yes, attach a copy of certificate.

NOTE: DLS WILL NOT ISSUE A CONTINUED CERTIFICATE OF APPROVAL IN CONNECTION WITH THIS CONTRACT UNLESS THE REQUIRED CORRECTIVE ACTIONS IN PRIOR CONDITIONAL CERTIFICATES OF APPROVAL HAVE BEEN TAKEN.

17. Has an Employment Report already been submitted for a different contract (not covered by this Employment Report) for which you have not yet received compliance certificate?
Yes ☐ No ☒ If yes,

Date submitted: _____
Agency to which submitted: _____
Name of Agency Person: _____
Contract No: _____
Telephone: _____

18. Has your company in the past 36 months been audited by the United States Department of Labor, Office of Federal Contract Compliance Programs (OFCCP)? Yes ☐ No ☒

If yes,

(a) Name and address of OFCCP office.

_____

_____

(b) Was a Certificate of Equal Employment Compliance issued within the past 36 months?
Yes☐ No☐

If yes, attach a copy of such certificate.

(c) Were any corrective actions required or agreed to? Yes☐ No☐

If yes, attach a copy of such requirements or agreements.

(d) Were any deficiencies found? Yes☐ No☐

If yes, attach a copy of such findings.

19. Is your company or its affiliates a member or members of an employers' trade association which is responsible for negotiating collective bargaining agreements (CBA) which affect construction site hiring? Yes☐ No☒

If yes, attach a list of such associations and all applicable CBA's.

PART II: DOCUMENTS REQUIRED

20. For the following policies or practices, attach the relevant documents (e.g., printed booklets, brochures, manuals, memoranda, etc.). If the policy(ies) are unwritten, attach a full explanation of the practices. See instructions.

☒ (a) Health benefit coverage/description(s) for all management, nonunion and union employees (whether company or union administered)

☒ (b) Disability, life, other insurance coverage/description

☒ (c) Employee Policy/Handbook

☐ (d) Personnel Policy/Manual

☐ (e) Supervisor's Policy/Manual

☒ (f) Pension plan or 401k coverage/description for all management, nonunion and union employees, whether company or union administered

☒ (g) Collective bargaining agreement(s).

☒ (h) Employment Application(s)

☐ (i) Employee evaluation policy/form(s).

☐ (j) Does your firm have medical and/or non-medical (i.e. education, military, personal, pregnancy, child care) leave policy?

☐ (k) Sexual Harassment Policy

21. To comply with the Immigration Reform and Control Act of 1986 when and of whom does your firm require the completion of an I-9 Form?

(a) Prior to job offer	Yes ☐	No ☐
(b) After a conditional job offer	Yes ☐	No ☐
(c) After a job offer	Yes ☒	No ☐
(d) Within the first three days on the job	Yes ☐	No ☐
(e) To some applicants	Yes ☐	No ☐
(f) To all applicants	Yes ☒	No ☐
(g) To some employees	Yes ☐	No ☐
(h) To all employees	Yes ☐	No ☐

22. Explain where and how completed I-9 Forms, with their supportive documentation, are maintained and made accessible.
Physical copies at office location and electronic on web drive

23. Does your firm or any of its collective bargaining agreements require job applicants to take a medical examination? Yes ☐ No ☒

If yes, is the medical examination given:

(a) Prior to a job offer	Yes ☐	No ☐
(b) After a conditional job offer	Yes ☐	No ☐
(c) After a job offer	Yes ☐	No ☐
(d) To all applicants	Yes ☐	No ☐
(e) Only to some applicants	Yes ☐	No ☐

If yes, list for which applicants below and attach copies of all medical examination or questionnaire forms and instructions utilized for these examinations.

24. Do you have a written equal employment opportunity (EEO) policy? Yes ☒ No ☐

If yes, list the document(s) and page number(s) where these written policies are located.

25. Does the company have a current affirmative action plan(s) (AAP)
☐ Minorities and Women
☐ Individuals with handicaps
☐ Other. Please specify

26. Does your firm or collective bargaining agreement(s) have an internal grievance procedure with respect to EEO complaints? Yes ☐ No ☐

If yes, please attach a copy of this policy.

If no, attach a report detailing your firm's unwritten procedure for handling EEO complaints.

27. Has any employee, within the past three years, filed a complaint pursuant to an internal grievance procedure or with any official of your firm with respect to equal employment opportunity? Yes ☐ No ☒

If yes, attach an internal complaint log. See instructions.

28. Has your firm, within the past three years, been named as a defendant (or respondent) in any administrative or judicial action where the complainant (plaintiff) alleged violation of any anti-discrimination or affirmative action laws? Yes ☐ No ☒

If yes, attach a log. See instructions.

29. Are there any jobs for which there are physical qualifications? Yes ☐ No ☒

If yes, list the job(s), submit a job description and state the reason(s) for the qualification(s).

_____

_____

30. Are there any jobs for which there are age, race, color, national origin, sex, creed, disability, marital status, sexual orientation, or citizenship qualifications? Yes ☐ No ☒

If yes, list the job(s), submit a job description and state the reason(s) for the qualification(s).

_____

_____

SIGNATURE PAGE

I, (print name of authorized official signing) Sangya KC hereby certify that the information submitted herewith is true and complete to the best of my knowledge and belief and submitted with the understanding that compliance with New York City's equal employment requirements, as contained in Chapter 56 of the City Charter, Executive Order No. 50 (1980), as amended, and the implementing Rules and Regulations, is a contractual obligation. I also agree on behalf of the company to submit a certified copy of payroll records to the Division of Labor Services on a monthly basis.

Tristate Mason LLC

Contractor's Name

Sangya KC — CEO

Name of person who prepared this Employment Report — Title

Sangya KC — CEO

Name of official authorized to sign on behalf of the contractor — Title

347-260-2280

Telephone Number

Sangya — 01/13/26

Signature of authorized official — Date

If contractors are found to be underutilizing minorities and females in any given trade based on Chapter 56 Section 3H, the Division of Labor Services reserves the right to request the contractor's workforce data and to implement an employment program.

Contractors who fail to comply with the above mentioned requirements or are found to be in noncompliance may be subject to the withholding of final payment.

Willful or fraudulent falsifications of any data or information submitted herewith may result in the termination of the contract between the City and the bidder or contractor and in disapproval of future contracts for a period of up to five years. Further, such falsification may result in civil and/and or criminal prosecution.

To the extent permitted by law and consistent with the proper discharge of DLS' responsibilities under Charter Chapter 56 of the City Charter and Executive Order No. 50 (1980) and the implementing Rules and Regulations, all information provided by a contractor to DLS shall be confidential.

Only original signatures accepted.

Sworn to before me this 13TH day of JAN 2026

Kiran D. Maharaja — 01/13/2026

Notary Public — Authorized Signature — Date

KIRAN D MAHARAJA
Notary Public, State of New Jersey
My Commission Expires May 18, 2029

13/JAN/2026

FORM A. CONTRACT BID INFORMATION: USE OF SUBCONTRACTORS/TRADES

1. Do you plan to subcontractor work on this contract? Yes☐ No☒

2. If yes, complete the chart below.

   NOTE: All proposed subcontractors with a subcontract in excess of $750,000 must complete an Employment Report for review and approval before the contract may be awarded and work commences.

SUBCONTRACTOR'S NAME*	OWNERSHIP (ENTER APPROPRIATE CODE LETTERS BELOW)	WORK TO BE PERFORMED BY SUBCONTRACTOR	TRADE PROJECTED FOR USE BY SUBCONTRACTOR	PROJECTED DOLLAR VALUE OF SUBCONTRACT

***If subcontractor is presently unknown, please enter the trade (craft name).**

OWNERSHIP CODES
- W: White
- B: Black
- H: Hispanic
- A: Asian
- N: Native American
- F: Female

FORM B: PROJECTED WORKFORCE

TRADE CLASSIFICATION CODES

(J) Journeylevel Workers
(H) Helper
(TOT) Total by Column
(A) Apprentice
(TRN) Trainee

For each trade to be engaged by your company for this project, enter the projected workforce for Males and Females by trade classification on the charts below.

Trade:
Laborer

Union Affiliation, if applicable
Local 1010

Total (Col. #1-10):
7

Total Minority, Male & Female (Col. #2,3,4,5,7,8,9, & 10):
0

Total Female (Col. #6 – 10):
0

	MALES					FEMALES				
	(1) White Non Hisp.	(2) Black Non Hisp.	(3) Hisp.	(4) Asian	(5) Native Amer.	(6) White Non Hisp.	(7) Black Non Hisp.	(8) Hisp.	(9) Asian	(10) Native Amer.
J	1	1	5							
H										
A										
TRN										
TOT	1	T	8							

What are the recruitment sources for you projected hires (i.e., unions, government employment office, job tap center, community outreach)?

Union

FORM B: PROJECTED WORKFORCE

Trade:
Operator

Union Affiliation, if applicable
Local 15

Total (Col. #1-10):
1

Total Minority, Male & Female (Col. #2,3,4,5,7,8,9, & 10):
0

Total Female (Col. #6 – 10):
0

	MALES					FEMALES				
	(1) White Non Hisp.	(2) Black Non Hisp.	(3) Hisp.	(4) Asian	(5) Native Amer.	(6) White Non Hisp.	(7) Black Non Hisp.	(8) Hisp.	(9) Asian	(10) Native Amer.
J			1							
H										
A										
TRN										
TOT		T	1							

What are the recruitment sources for you projected hires (i.e., unions, government employment office, job tap center, community outreach)?

Union

FORM C: CURRENT WORKFORCE

TRADE CLASSIFICATION CODES

(J) Journeylevel Workers
(H) Helper
(TOT) Total by Column
(A) Apprentice
(TRN) Trainee

For each trade currently engaged by your company for all work performed in New York City, enter the current workforce for Males and Females by trade classification on the charts below.

Trade:
Laborer

Union Affiliation, if applicable
Local 1010

Total (Col. #1-10):
4

Total Minority, Male & Female (Col. #2,3,4,5,7,8,9, & 10):
0

Total Female (Col. #6 – 10):
0

	MALES					FEMALES				
	(1) White Non Hisp.	(2) Black Non Hisp.	(3) Hisp.	(4) Asian	(5) Native Amer.	(6) White Non Hisp.	(7) Black Non Hisp.	(8) Hisp.	(9) Asian	(10) Native Amer.
J			4							
H										
A										
TRN										
TOT		T	4							

What are the recruitment sources for you projected hires (i.e., unions, government employment office, job tap center, community outreach)?

FORM C: CURRENT WORKFORCE

Trade:
Operating Engineer

Union Affiliation, if applicable

Total (Col. #1-10):
1

Total Minority, Male & Female
(Col. #2,3,4,5,7,8,9, & 10):
0

Total Female
(Col. #6 – 10):
0

	MALES					FEMALES				
	(1) White Non Hisp.	(2) Black Non Hisp.	(3) Hisp.	(4) Asian	(5) Native Amer.	(6) White Non Hisp.	(7) Black Non Hisp.	(8) Hisp.	(9) Asian	(10) Native Amer.
J	1									
H										
A										
TRN										
TOT		T								

What are the recruitment sources for you projected hires (i.e., unions, government employment office, job tap center, community outreach)?

Equal Employment Opportunity Policy

Tristate Mason LLC provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Sangya KC
CEO

929-899-0885
info@tristatemason.com
www.tristatemason.com
104 Kirshon Ave, Staten Island, NY 10314

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CORPORATE POLICY STATEMENT

Management, workers, and contractors of TRISTATE MASON LLC workers; hereafter referred to as "The Company" must have a common objective to be successful. Our objective is the healthy, safe, environmentally sound, and productive operation of all The Company's activities. We have an obligation to preserve the human, physical, and financial resources of our company. In satisfying this obligation, worker safety and health will always be our #1 priority. As such, this basic policy must be considered in every phase of our business including acquisition, job planning, job setup, and performance. Accordingly, our principal objectives are to:

- Provide a work environment that is free of unmitigated recognized hazards
- Comply with all laws that regulate worker safety, health, and our environment
- Recognize the priority of safety and health factors over purely economic considerations
- Hold each worker accountable for the safe execution of all jobs assigned and full compliance with all environmental, safety, and health related procedures and training
- Train our workers in safe and proper job procedures and required compliance with established procedures, policies, and practices
- Provide comprehensive New Employee Safety Training to all new hires
- Hire only those persons who demonstrate the capacity to comprehend and execute all jobs in a safe and healthful manner consistent with the policies and procedures of the company and the training and job instruction provided
- Promote worker health and safety both on and off the job
- Maintain leadership in safety and accident/incident prevention by continuously improving safety performance and work methods and procedures

First-line supervision has the greatest impact and thus the greatest opportunity to influence and promote safe work practices among our work force in the field. **The prevention of accidents/incidents requires everyone's concerted effort and daily attention. Everyone has equal authority and responsibility to take appropriate action to correct unsafe acts/or conditions.**

A properly planned and executed job will eliminate the chance for losses and return benefits that satisfy needs in each of these areas:

- Health, Safety, & Environment
- Cost
- Quality
- Morale
- Production
- Customer Satisfaction

All workers will contribute to the company environmental, health, and safety program by following all policies and procedures, bringing unsafe conditions/acts to the attention of management, and recommending actions to improve the effectiveness of the program. Supervisors shall insist that workers observe and follow every rule and regulation necessary for the safe conduct of work and shall take such action necessary to obtain compliance.

(SIGNATURE HERE)
Name/Title of Executive

BLOOD BORNE PATHOGENS

PURPOSE

This Bloodborne Pathogen Exposure Control Plan has been established to ensure a safe and healthful working environment and act as a performance standard for all workers. This program applies to all occupational exposure to blood or other potentially infectious materials pertaining to the service provided by TRISTATE MASON LLC; hereafter referred to as “The Company”.

SCOPE

This program addresses all occupational exposure to blood or other potentially infectious materials. Certain Regulatory Agencies and Client Sites requires that all employers that can "reasonably anticipate exposure" of workers to infectious material to prepare and implement a written exposure control plan.

RESPONSIBILITIES

Managers and Supervisors will have an overall responsibility for developing and implementing exposure control procedures for all facilities.
Workers will know what tasks they perform that have an occupational exposure, plan, and conduct all operations in accordance with The Company work practices, and develop good personal hygiene habits.

PROCEDURES

All workers will have access to a copy of the exposure control plan. Access to a copy of the exposure control plan shall be provided in a reasonable time, place, and manner. The procedure is reviewed annually and updated whenever there are establish new functional positions within our facility that may involve exposure to biohazards.

Exposure Determination

- There are no job classifications in which some or all workers have occupational exposure to bloodborne pathogens that may result from the performance of their routine duties
- Designated workers are trained to render first aid and basic life support. Rendering first aid or basic life support will expose workers to bloodborne pathogens and will require them to adhere to this program
- In addition, no medical sharps or similar equipment is provided to, or used by, workers rendering first aid or basic life support
- This exposure determination has been made without regards to the Personal Protective

Equipment (PPE) that may be used by workers
- A listing of all first aid and basic life support trained workers in this work group shall be maintained at each work site and at each first aid kit

Methods of Compliance

Universal Precautions

When differential between body fluids is difficult or impossible, all body fluids will be considered potentially infectious.

Engineering Controls

Engineering and work practice controls shall be used to eliminate or minimize worker exposure in accordance with local jurisdiction. Engineering controls should be examined and maintained or replaced on a regular schedule to ensure their effectiveness. Hand washing facilities shall be readily available at all work locations. If provision of hand washing facilities is not feasible, then an appropriate antiseptic hand cleanser in conjunction with cloth/paper towels or antiseptic towelettes shall be provided by The Company.
Containers for contaminated reusable sharps that our clients provide have the following characteristics: Puncture-resistant; Color-coded or labeled with a biohazard warning label; Leak-proof on the sides and bottom. Secondary containers which are: Leak-proof; Color-coded or labeled with a biohazard warning label; Puncture-resistant, if necessary.

Work Practice Controls

- Workers shall wash their hands immediately, or as soon as feasible, after removal of potentially contaminated gloves or other PPE
- Following any contact of body areas with blood or any other infectious materials, workers wash their hands and any other exposed skin with soap and water as soon as possible
- Hand washing facilities shall be available. If hand washing facilities are not feasible The Company will provide either an appropriate antiseptic hand cleanser in conjunction with cloth/paper towels or antiseptic towelettes
- Contaminated needles and other contaminated sharps should not be handled if you are not AUTHORIZED or TRAINED to do so. Contaminated needles and other contaminated sharps are not bent or recapped
- Eating, drinking, smoking, applying cosmetics or lip balm and handling contact lenses is prohibited in work areas where there is potential for exposure to biohazardous materials
- Food and drink are not kept in refrigerators, freezers, on countertops or in other storage areas where potentially infectious materials are present
- All equipment or environmental surfaces shall be cleaned and decontaminated after contact with blood or other infectious materials
- Specimens of blood or other potentially infectious materials must be put in leak proof bags for

handling, storage, and transport
- If outside contamination of a primary specimen container occurs, that container is placed within a second leak proof container, appropriately labeled, -for handling and storage
- Bloodborne pathogens kits are located on top of first aid kits and are to be used in emergency situations by the caregiver. Once the seal is broken on the kit and any portion has been used it is not to be reused. Pathogen kits shall be ordered and replaced promptly. Biohazard bags are identified by stickers and located in the first aid area. Contaminated supplies are to be disposed at once

Personal Protective Equipment

When the possibility of occupational exposure is present, PPE is to be provided at no cost to the workers such as gloves, gowns, etc. PPE shall be used unless workers temporarily declined to use under rare circumstances. PPE shall be repaired and replaced as needed to maintain its effectiveness. All PPE shall be of the proper size and readily accessible.

Our workers adhere to the following practices when using their personal protective equipment:

- Any garments penetrated by blood or other infectious materials are removed immediately
- All potentially contaminated personal protective equipment is removed prior to leaving a work area
- Gloves are worn whenever workers anticipate hand contact with potentially infectious materials or when handling or touching contaminated items or surfaces
- Disposable gloves are replaced as soon as practical after contamination or if they are torn, punctured or otherwise lose their ability to function as an "exposure barrier"
- Masks and eye protection (such as goggles, face shields, etc.) are used whenever splashes or sprays may generate droplets of infectious materials
- Any PPE exposed to bloodborne pathogens shall be disposed of properly
- PPE shall be used unless workers temporarily declined to use PPE under rare circumstances
- PPE should be cleaned, laundered & properly disposed of if contaminated
- The Company will repair and replace PPE as needed to maintain its effectiveness

Housekeeping

Our staff employs the following practices:

- All equipment and surfaces are cleaned and decontaminated after contact with blood or other potentially infectious materials
- Protective coverings (such as plastic trash bags or wrap, aluminum foil or absorbent paper) are removed and replaced
- All trash containers, pails, bins, and other receptacles intended for use routinely are inspected, cleaned, and decontaminated as soon as possible if visibly contaminated

- Potentially contaminated broken glassware is picked up using mechanical means (such as dustpan and brush, tongs, forceps, etc.)
- Regulated waste must be discarded in proper containers, closed, and disposed of in accordance with applicable federal and state regulations. Regulated waste includes:

    - Liquid or semi-liquid blood or other potentially infectious material (OPIM)
    - Contaminated items that would release blood or OPIM in a liquid or semi-liquid state if compressed
    - Items that are caked with dried blood or OPIM and can release these materials during handling
    - Contaminated sharps
    - Pathological and microbiological wastes containing blood or OPIM

Post-Exposure and Follow Up

If there is an incident where exposure to bloodborne pathogens occurred, we immediately focus our efforts on investigating the circumstances surrounding the exposure incident and making sure that our workers receive medical consultation and immediate treatment. The Company Safety Manager/Supervisor investigates every reported exposure incident and a written summary of the incident, and its causes is prepared, and corrective actions are taken to avoid similar incidents in the future. We provide an exposed worker with the following confidential information:

- Documentation regarding the routes of exposure and circumstances under which the exposure incident occurred
- Identification of the source individual (unless not feasible or prohibited by law)

Once these procedures have been completed, an appointment is arranged for the exposed worker with a qualified healthcare professional to discuss the worker's medical status. This includes an evaluation of any reported illnesses, as well as any recommended treatment.
We will forward the following information to the Health Care Professional:

- Description of the incident
- Other pertinent information

After the consultation, the health care professional provides our facility with a written opinion evaluating the exposed worker's situation. We, in turn, furnish a copy of this opinion to the exposed worker. The written opinion will contain only the following information:

- Whether Hepatitis B Vaccination is indicated for the worker
- Whether the worker has received the Hepatitis B Vaccination
- Confirmation that the worker has been informed of the results of the evaluation
- Confirmation that the worker has been told about any medical conditions resulting from the

exposure incident which require further evaluation or treatment
- All other findings or diagnoses will remain confidential and will not be included in the written report

Accurate medical records for each worker with occupational exposure must be maintained for at least the duration of employment plus 30 years and shall include at least the following:

- Worker's name, Social Security number and worker identification number
- Worker's Hepatitis B vaccination status, including vaccination dates
- All results from examinations, medical testing, and follow-up procedures, including all health care professional's written opinions
- Information provided to the health care professional
- Any Hepatitis B Vaccine Declinations

Training records shall be maintained for 3 years from the date on which the training occurred and shall include at least the following:

- Outline of training program contents
- Name of person conducting the training
- Names and job titles of all persons attending the training
- Date of training

Information provided to our workers includes:

- The Biohazards Standard itself
- The epidemiology and symptoms of bloodborne diseases
- The modes of transmission of bloodborne pathogens
- Our facility's Exposure Control Procedure (and where workers can obtain a copy)
- Appropriate methods for recognizing tasks and other activities that may involve exposure
- A review of the use and limitations of methods that will prevent or reduce exposure
- Selection and use of personal protective equipment
- Visual warnings of biohazards within our facility including labels, signs, and "color-coded" containers
- Information on the Hepatitis B Vaccine
- Actions to take and persons to contact in an emergency involving potentially infectious material
- The procedure to follow if an exposure incident occurs, including incident reporting
- Information on the post-exposure evaluation and follow-up, including medical consultation

Training

The Company shall ensure that all workers with occupational exposure participate in a training program in accordance with local jurisdiction. Training is conducted for all workers with occupational exposure before initial

assignment and within 1 year of previous training. Training shall include:

- What bloodborne pathogens are; how to protect themselves from exposure
- Methods of warnings (signs, labels, etc.)
- The requirements of bloodborne pathogens
- The Hepatitis B vaccine and vaccine series will be made available to all workers who have an occupational exposure. It must be made available within 10 working days of the initial assignment if there is an occupational exposure. If workers decline the vaccination, they must sign a statement of declination. (See attachment 1)
- The Hepatitis B vaccine shall be made available to all workers that have occupational exposure at no cost to the worker(s)

Attachment 1

Vaccination Declination Form

Date:
Worker Name:

I understand that due to my occupational exposure to blood or other potential infectious materials I may be at risk of acquiring Hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine, at no charge to myself. However, I decline the Hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If, in the future, I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Worker Signature: Date:

Facility Representative Signature: Date:

CONFINED SPACE AWARENESS

PURPOSE

To set forth procedures for the safe entry to confined spaces. This program is intended for "Awareness Level" purposes. Systems shall be used to ensure the safety of workers who are required to enter confined spaces. Only those TRISTATE MASON LLC, hereafter referred to as "The Company", workers who have received specifically required training and certification on confined space entry shall be allowed to enter and/or attend a confined space. This program will be reviewed annually and revised as necessary.

This policy covers minimum performance standards applicable to all The Company associates, workers, and locations. Local practices requiring more detailed or stringent rules, or local, state, or other federal requirements regarding this subject can and should be added as an addendum to this procedure as applicable.

SCOPE

Applies to all The Company work sites, i.e., The Company offices, client job sites, etc., involving confined space entry.

DEFINITIONS

Attendant - an individual stationed outside permitted confined spaces that monitors the authorized entrants and who performs all attendants' assigned duties.
Authorized Entrant - an individual who is authorized to enter a confined space.
Blanking or blinding - an absolute closure of a pipe, line, or duct by the fastening of a solid plate (such as a spectacle blind or a skillet blind) that completely covers the bore and that can withstand the maximum pressure of the pipe, line, or duct with no leakage beyond the plate.
Confined space - a space that is large enough and so configured that an individual can enter and perform assigned work; has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and is not designed for continuous occupancy. A permit required confined space has one or more of the following characteristics:

- Contains or has the potential to contain a hazardous atmosphere
- Contains material that has the potential for engulfing an entrant
- Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section
- Contains any other recognized serious safety or health hazard

Confined Space Permit - a written or printed document that allows workers to enter a permitted confined space.
Double block and bleed - the closure of a line, duct, or pipe by closing and locking or tagging two in-line valves and by opening and locking or tagging a drain or vent valve in the line between the two closed valves.

Emergency- any occurrence (including any failure of hazard control or monitoring equipment) or event internal or external to the permitted confined space that could endanger entrants.
Engulfment - the surrounding and effective capture of a person by a liquid or finely divided (flowable) solid substance that can be aspirated to cause death by filling or plugging the respiratory system or that can exert enough force on the body to cause death by strangulation, constriction, or crushing.
Entry- the action by which a person passes through an opening into a permit-required confined space. Entry includes ensuing work activities in that space and is considered to have occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.
Entry supervisor - the person responsible for determining if acceptable entry conditions are present at a permitted confined space where entry is planned, for authorizing entry and overseeing entry operations, and for terminating entry as required by this section. An entry supervisor may also be acting as an attendant.
Hazardous atmosphere - an atmosphere that may expose persons to the risk of death, incapacitation, impairment of ability to self-rescue (that is, escape unaided from a permit space), injury, or acute illness.
Line breaking - the intentional opening of a pipe, line, or duct that is or has been carrying flammable, corrosive, or toxic material, an inert gas, or any fluid at a volume, pressure, or temperature capable of causing injury.
Permit-required confined space program (permit space program) -the employer's overall program for controlling, and, where appropriate, for protecting workers from, permit space hazards and for regulating employee entry into permit spaces.
Permit system - a written procedure for preparing and issuing permits for entry and for returning the permit space to service following termination of entry.
Prohibited condition- any condition in a permit space that is not allowed by the permit during the period when entry is authorized.
Oxygen deficient atmosphere - an atmosphere containing less than 19.5 percent oxygen by volume.
Oxygen enriched atmosphere- an atmosphere containing more than 23.5 percent oxygen by volume.
Rescue service -the personnel designated to rescue workers from permit spaces.
Retrieval system - the equipment (including a retrieval line, chest or full-body harness, wristlets, if appropriate, and a lifting device or anchor) used for non-entry rescue of persons from permit spaces.
Testing - the process by which the hazards that may confront entrants of a permit space are identified and evaluated. Testing includes specifying the tests that are to be performed in the permit space.

PROCEDURES

General

Workers shall be informed of identified permit required confined spaces for the work site as they are identified.

Only authorized workers may be permitted to enter a permit required confined space.

Danger signs or other equivalent means shall be used to warn of existing confined spaces that are accessible by workers and others. The wording shall be “DANGER-PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER” or

other equivalent language.

Required safety equipment shall be at the confined space work area, in working order, and instruments calibrated.

Initial Evaluation of Confined Spaces

Confined spaces shall be considered as permit required confined spaces until a competent person conducts an initial evaluation of the work site to identify permit required confined spaces. Confined spaces shall be classified as follows:

- Non-Hazardous
- Hazardous due to work task
- Hazardous due to internal condition

If the work site contains permit required confined spaces, danger signs stating "DANGER CONFINED SPACE ENTER BY PERMIT ONLY" or equivalent shall be posted to inform workers of the existence and location of the spaces. Bilingual signs shall be posted as necessary.

Reclassification or Canceling of Permit Required Spaces

Permit required confined spaces shall be reclassified as non-permit spaces under the following circumstances:

- The space has no actual or potential atmospheric hazards and if hazards within the space are eliminated without entry into the space
- If testing and inspection during entry demonstrates that the hazards within the space have been eliminated and remain eliminated
- If a hazard returns, workers shall evacuate the space and the space shall be reevaluated
- If new hazards are identified that are not part of the original permit, workers shall immediately evacuate the space and the confined space shall be re-evaluated
- Cancelled permits shall be kept on file for a period of at least 12 months and reviewed to determine problems encountered

Confined Space Entry Form

The supervisor responsible shall ensure that a Confined Space Entry Form is completed prior to the entry of any permit required confined space. Completion of this form involves the following activities:

- Assessing hazards
- Atmospheric testing

- Identification of qualified entrants
- Identification of attendant(s).
- Identification of entry supervisor
- Establishment of Rescue methods and Rescue Service
- De-energizing systems
- Cleaning of confined spaces
- Types of equipment required
- Hazards that may be generated through work activities
- Communication methods
- Entrants are qualified

Confined Space Permits are valid for the work period or work shift and become void and shall be reissued when:

- There is an unplanned interruption in the work process
- The surrounding conditions change that introduce a new hazard
- Workers leave the space to perform other work
- The workspace is left unattended
- The work period (normal time a worker or crew is scheduled to work during that day) ends
- When new crew assumes the work assignments of the existing work crew

Permits are not void during any single work period when crew members are added to the existing crew or when crew members are replaced on a planned rotational basis and the provisions of the permit are met including training and instructions.

Permits become void when the scope of work exceeds the definition of work defined on the permit, and when work is required to be completed that is not covered by the permit.
Confined Space Permits shall be posted at the confined space work area until the work is completed. At the conclusion of work, the permit shall be returned to the issuer (i.e., Entry Supervisor, client, etc.).

Completed confined space permits shall be kept for a minimum of 12 months and until a review of the confined space permit program is completed.

Atmospheric Testing

Atmospheric conditions of a confined space shall be tested with calibrated equipment prior to entry of workers and as identified by the Initial Evaluation of Confined Spaces. Atmospheric testing shall be completed as indicated below and recorded on the Entry Permit:

- Oxygen content shall be tested. The acceptable range is 19.5 to 23.5 percent
- Test for combustible gas and vapors. Acceptable range is 0 to 10 percent of the Lower Flammable

Limit (or Lower Explosive Limit). Record readings on the Entry Permit
- Check for toxic gases and airborne combustibles (i.e., dusts) as identified by the initial determination of confined spaces
- Entrants and/or attendants may request additional monitoring at any time

See testing equipment requirements under the Industrial Hygiene manual.

Pre-Entry (occurring prior to entry)

Only those workers receiving specifically required training and certification on confined space entry shall be allowed to enter and/or attend a confined space. This training shall be documented at orientation. Annual refresher training shall be conducted for all applicable The Company workers to include emergency rescue drills. Proficiency in assigned duties will be established after training.

Workers who enter confined space, Attendant(s), and Entry Supervisor shall receive the following minimum instructions concerning the confined space:

- How to recognize symptoms of the specific potential hazards of confined space
- The consequences of exposure to potential hazards
- When to evacuate the confined space
- Adhering to instruction of the Attendant
- Evacuating when alarms sound
- How communications will be maintained
- What to do if an exposure occurs or there is a release of a substance
- Shutting off tools during an emergency

Sources of energy or contaminants shall be controlled, such as:

- Electrical energy
- Pressurized systems such as pipelines and vessels are isolated through double blocking, blinding, bleeding, and depressurization
- Extreme heat and extreme cold conditions

Pre-entry atmospheric testing shall be completed.

The method of ventilating the confined space shall be established.

The approved tools shall be identified and staged at or near the entry point of the confined space. Tools, electrical tools, and lighting systems shall be approved for use in confined spaces as identified by the Initial Evaluation of confined spaces.

Depending upon the Pre-Job Assessment (lighting and electrical equipment may be either low voltage (50V or less), or conventional 120V portable lamps and tools if powered by approved ground fault circuit interrupter devices and the work is not an electrically hazardous location. Pneumatic equipment may be used instead of electrical equipment.

Required rescue procedures and rescue equipment that shall be staged at the confined space

The safe methods to enter, exit, and escape for workers (including rescue workers during retrieval) working in a permit-required confined space shall be developed during the job planning phase, specified on, and included, as needed, on the entry permit.

Workers have been issued the required personal protective equipment (PPE).

Ventilation of Confined Spaces

Powered ventilation shall occur before entry into permit-required confined space and continue until after the workers have left the space. Layout of ventilation equipment will be made in such a manner that the air is being sent throughout the entire confined space. Forced air ventilation shall come from a clean source and may not increase hazards.

Air hoses with diffusers may not be used to provide forced ventilation.

Air sampling shall be conducted prior to worker entry to assure the safety of the space and periodic air sampling shall be continued thereafter in the space when forced ventilation is used.

Forced ventilation may be used to:

- To remove contaminants created by work activities such as welding
- As a method of maintaining controlling the ambient temperature of a confined space when the rise in temperature is caused by atmospheric conditions

Ventilation shall occur only by forcing air into a confined space. If it is necessary to exhaust hazardous gases, such as those produced when welding, the air being forced into the confined space shall be increased by at least the amount that is being exhausted out of the space.

Performance of Work

The confined space attendant shall remain at the entry point of the confined space while workers are inside any permit required confined space.

The confined space attendant shall ensure that only authorized workers enter the confined space.

Confined space attendants shall not perform any other work activities except that they may also serve as the attending supervisor.

Confined space attendants shall only monitor a single confined space unless entry points to subsequent confined space(s) are immediately adjacent and are under the direct control of the attendant.

If an emergency or other unplanned event takes place during work the Confined Space Work Permit is void.

The Attendant and Entry Supervisor have the authority to discontinue work activities at any time.

Compressed gas cylinders other than a self-contained breathing apparatus should not be taken into a confined space.

The hoses of gas cutting, and welding tools shall be inspected for leaks prior to taking them into any confined space.

Workers who enter confined spaces shall comply with the provisions of this standard and the confined space permit. This includes:

- Supervisors
- Inspectors
- Surveyors
- Observers
- Scaffold Builders
- Engineers
- Vendors
- Contractors, subcontractors, and other workers

Sources of ignition (e.g., flame. arc, or spark) shall not be permitted in any confined space until tests have ensured that the percentage of combustible/flammable gas or vapor is not more than zero (0) % of the Lower Explosive Limit (LEL).

Emergencies

Emergency Notification

It is the responsibility of the Entry Supervisor and/or the Entry Attendant to immediately notify The Company's senior worker on the worksite of a potential emergency by radio or cell phone. The Company's senior worker

will assess the situation and contact emergency response services if applicable.

Only those workers trained and certified in confined space entry procedures on the worksite may assist in emergency rescue operations.

Rescue / Retrieval Systems

To facilitate emergency rescue, retrieval systems or methods shall be used whenever an authorized entrant enters a confined space, unless the retrieval equipment increases the overall risk of entry or would not contribute to the rescue of the entrant.
The entry supervisor, prior to the initial entry of workers into a confined space, will ensure:

- Procedures for summoning emergency and rescue services are available and can respond in a timely manner during confined space entries
- Rescue equipment and retrieval systems are functioning properly
- First aid is provided by trained workers
- Prevention of unauthorized workers from attempting a rescue in a confined space

Retrieval systems shall meet the following requirements to the greatest extent possible.

- Each authorized entrant shall use a full body harness with a retrieval lifeline attached at the center of the entrant's back near shoulder level, or above the entrant's head or safety coveralls with built-in harness, with a retrieval lifeline attached at the near shoulder level of the entrant's back, or above the entrant's head
- Wristlets may be used in lieu of the full body harness if the entry supervisor can demonstrate that the use of a full body harness is not feasible or creates a greater hazard and that the use of wristlets is the safest and most effective alternative
- The other end of the retrieval line shall be attached to a mechanical device or fixed point outside the confined space in such a manner that rescue can begin as soon as the rescuer becomes aware that rescue is necessary. A mechanical device shall be available to retrieve workers from vertical type confined spaces more than 5 feet deep
- The safety harness shall be of the type that permits easy rescue of workers from confined space during emergency conditions and may be either the harness type that suspends a worker in an upright position or the wrist type rescue harness. (A hoisting device or other effective means for lifting workers from confined spaces is preferred)
- Lifelines shall have a minimum breaking strength of 5,400 pounds

Completion of Work

When the work is completed in a confined space the following, as a minimum shall be completed:

- Tools, equipment, and materials shall be removed
- The area surrounding the confined space shall be clean of materials, equipment, scraps, and debris
- The supervisor responsible for the confined space work shall inspect the work location to ensure cleanup of materials, tools, and other items is complete
- (Lockout) locks are removed only when work is completed

CONFINED SPACE ENTRY

POLICY

To set forth procedures for the safe entry to confined spaces pertaining to the service provided by TRISTATE MASON LLC; hereafter referred to as "The Company". Systems shall be used to ensure the safety of workers who are required to enter confined spaces. Only those workers of The Company who have received specifically required training and certification on confined space entry shall be allowed to enter and/or attend a confined space. This program will be reviewed annually and revised as necessary.

This policy covers minimum performance standards applicable to all The Company workers and locations. Local practices requiring more detailed or stringent rules, or local, state, or other federal requirements regarding this subject can and should be added as an addendum to this procedure as applicable.

DEFINITIONS

Attendant - an individual stationed outside permitted confined spaces that monitors the authorized entrants and who performs all attendants' assigned duties.
Authorized Entrant - an individual who is authorized to enter a confined space.
Blanking or blinding - an absolute closure of a pipe, line, or duct by the fastening of a solid plate (such as a spectacle blind or a skillet blind) that completely covers the bore and that can withstand the maximum pressure of the pipe, line, or duct with no leakage beyond the plate.
Confined space - a space that is large enough and so configured that an individual can enter and perform assigned work; has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits are spaces that may have limited means of entry.); and is not designed for continuous occupancy. A permit required confined space has one or more of the following characteristics:

- Contains or has the potential to contain a hazardous atmosphere
- Contains material that has the potential for engulfing an entrant
- Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section
- Contains any other recognized serious safety or health hazard

Confined Space Permit - a written or printed document that allows workers to enter a permitted confined space.
Double block and bleed - the closure of a line, duct, or pipe by closing and locking or tagging two in-line valves and by opening and locking or tagging a drain or vent valve in the line between the two closed valves.
Emergency- any occurrence (including any failure of hazard control or monitoring equipment) or event internal or external to the permitted confined space that could endanger entrants.
Engulfment - the surrounding and effective capture of a person by a liquid or finely divided (flowable) solid substance that can be aspirated to cause death by filling or plugging the respiratory system or that can exert enough force on the body to cause death by strangulation, constriction, or crushing.

Entry- the action by which a person passes through an opening into a permit-required confined space. Entry includes ensuing work activities in that space and is considered to have occurred as soon as any part of the entrant's body breaks the plane of an opening into the space.
Entry supervisor - the person responsible for determining if acceptable entry conditions are present at a permitted confined space where entry is planned, for authorizing entry and overseeing entry operations, and for terminating entry as required by this section. An entry supervisor may also be acting as an attendant.
Hazardous atmosphere - an atmosphere that may expose persons to the risk of death, incapacitation, impairment of ability to self-rescue (that is, escape unaided from a permit space), injury, or acute illness.
Line breaking - the intentional opening of a pipe, line, or duct that is or has been carrying flammable, corrosive, or toxic material, an inert gas, or any fluid at a volume, pressure, or temperature capable of causing injury.
Permit-required confined space program (permit space program) -the employer's overall program for controlling, and, where appropriate, for protecting workers from, permit space hazards and for regulating worker entry into permit spaces.
Permit system - a written procedure for preparing and issuing permits for entry and for returning the permit space to service following termination of entry.
Prohibited condition- any condition in a permit space that is not allowed by the permit during the period when entry is authorized.
Oxygen deficient atmosphere - an atmosphere containing less than 19.5 percent oxygen by volume.
Oxygen enriched atmosphere- an atmosphere containing more than 23.5 percent oxygen by volume.
Rescue service -the personnel designated to rescue workers from permit spaces.
Retrieval system - the equipment (including a retrieval line, chest or full-body harness, wristlets, if appropriate, and a lifting device or anchor) used for non-entry rescue of persons from permit spaces.
Testing - the process by which the hazards that may confront entrants of a permit space are identified and evaluated. Testing includes specifying the tests that are to be performed in the permit space.

PROCEDURES

General

Workers shall be informed of identified permit required confined spaces for the work site before work begins and as they are identified.

Only authorized workers may be permitted to enter a permit required confined space.

Danger signs or other equivalent means shall be used to warn of existing confined spaces that are accessible by workers and others. The wording shall be “DANGER-PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER” or other equivalent language. Bilingual signs shall be posted as necessary.

Required safety equipment shall be at the confined space work area, in working order, and instruments calibrated.

Initial Evaluation of Confined Spaces

Confined spaces shall be considered as permit required confined spaces until a competent person conducts an initial evaluation of the work site to identify permit required confined spaces. Confined spaces shall be classified as follows:

- Non-Hazardous
- Hazardous due to work task
- Hazardous due to internal condition

Reclassification or Canceling of Permit Required Spaces

Permit required confined spaces shall be reclassified as non-permit spaces under the following circumstances:

- The space has no actual or potential atmospheric hazards and if hazards within the space are eliminated without entry into the space
- If testing and inspection during entry demonstrates that the hazards within the space have been eliminated and remain eliminated
- If a hazard returns, workers shall evacuate the space and the space shall be reevaluated
- If new hazards are identified that are not part of the original permit, workers shall immediately evacuate the space and the confined space shall be re-evaluated
- Cancelled permits shall be kept on file for a period of at least 12 months and reviewed to determine problems encountered

Confined Space Entry Form

The supervisor responsible shall ensure that a Confined Space Entry Form is completed prior to the entry of any permit required confined space. Completion of this form involves the following activities:

- Assessing hazards
- Atmospheric testing
- Identification of qualified entrants
- Identification of attendant(s)
- Identification of entry supervisor
- Establishment of Rescue methods and Rescue Service
- De-energizing systems
- Cleaning of confined spaces
- Types of equipment required
- Hazards that may be generated through work activities

- Communication methods
- Entrants are qualified

Confined Space Permits are valid for the work period or work shift and become void and shall be reissued when:

- There is an unplanned interruption in the work process
- The surrounding conditions change that introduce a new hazard
- Workers leave the space to perform other work
- The workspace is left unattended
- The work period (normal time a worker or crew is scheduled to work during that day) ends
- When new crew assumes the work assignments of the existing work crew

Permits are not void during any single work period when crew members are added to the existing crew or when crew members are replaced on a planned rotational basis and the provisions of the permit are met including training and instructions. All new crew members will need to be informed of the work being performed and review the job safety analysis.

Permits become void when the scope of work exceeds the definition of work defined on the permit, and when work is required to be completed that is not covered by the permit.
Confined Space Permits shall be posted at the confined space work area until the work is completed. At the conclusion of work, the permit shall be returned to the issuer (i.e., Entry Supervisor, client, etc.).

Completed confined space permits shall be kept for a minimum of 12 months and until a review of the confined space permit program is completed.

Atmospheric Testing

Atmospheric conditions of a confined space shall be tested with calibrated equipment prior to entry of workers and as identified by the Initial Evaluation of Confined Spaces. Atmospheric testing shall be completed as indicated below and recorded on the Entry Permit:

- Oxygen content shall be tested. The acceptable range is 19.5 to 23.5 percent
- Test for combustible gas and vapors. Acceptable range is 0 to 10 percent of the Lower Flammable Limit (or Lower Explosive Limit). Record readings on the Entry Permit
- Check for toxic gases and airborne combustibles (i.e., dusts) as identified by the initial determination of confined spaces
- Entrants and/or attendants may request additional monitoring at any time

See testing equipment requirements under the Industrial Hygiene manual.

Pre-Entry (occurring prior to entry)

Only those workers receiving specifically required training and certification on confined space entry shall be allowed to enter and/or attend a confined space. This training shall be at no cost, in a language and vocabulary the worker can understand, and documented at orientation and before any changes in assigned duties. Annual refresher training shall be conducted for all applicable workers of The Company to include emergency rescue drills. Proficiency in assigned duties will be established after training and before work begins.

Workers who enter confined space, Attendant(s), and Entry Supervisor shall receive the following minimum instructions concerning the confined space:

- How to recognize symptoms of the specific potential hazards of confined space
- The consequences of exposure to potential hazards
- When to evacuate the confined space
- Adhering to instruction of the Attendant
- Evacuating when alarms sound
- How communications will be maintained
- What to do if an exposure occurs or there is a release of a substance
- Shutting off tools during an emergency
- Sources of energy or contaminants shall be controlled, such as:
- Electrical energy
- Pressurized systems such as pipelines and vessels are isolated through double blocking, blinding, bleeding, and depressurization
- Extreme heat and extreme cold conditions

Pre-entry atmospheric testing shall be completed.

The method of ventilating the confined space shall be established.

The approved tools shall be identified and staged at or near the entry point of the confined space. Tools, electrical tools, and lighting systems shall be approved for use in confined spaces as identified by the Initial Evaluation of confined spaces.

Depending upon the Pre-Job Assessment (lighting and electrical equipment may be either low voltage (50V or less), or conventional 120V portable lamps and tools if powered by approved ground fault circuit interrupter devices and the work is not an electrically hazardous location. Pneumatic equipment may be used instead of electrical equipment.

Required rescue procedures and rescue equipment that shall be staged at the confined space.

The safe methods to enter, exit, and escape for workers (including rescue workers during retrieval) working in a permit-required confined space shall be developed during the job planning phase, specified on, and included, as needed, on the entry permit.

Workers have been issued the required personal protective equipment (PPE).

Ventilation of Confined Spaces

Powered ventilation shall occur before entry into permit-required confined space and continue until after the workers have left the space. Layout of ventilation equipment will be made in such a manner that the air is being sent throughout the entire confined space. Forced air ventilation shall come from a clean source and may not increase hazards.

Air hoses with diffusers may not be used to provide forced ventilation.

Air sampling shall be conducted prior to worker entry to assure the safety of the space and periodic air sampling shall be continued thereafter in the space when forced ventilation is used.

Forced ventilation may be used to:

- To remove contaminants created by work activities such as welding
- As a method of maintaining controlling the ambient temperature of a confined space when the rise in temperature is caused by atmospheric conditions

Ventilation shall occur only by forcing air into a confined space. If it is necessary to exhaust hazardous gases, such as those produced when welding, the air being forced into the confined space shall be increased by at least the amount that is being exhausted out of the space.

Performance of Work

The confined space attendant shall remain at the entry point of the confined space while workers are inside any permit required confined space.

The confined space attendant shall ensure that only authorized workers enter the confined space.

Confined space attendants shall not perform any other work activities except that they may also serve as the attending supervisor.

Confined space attendants shall only monitor a single confined space unless entry points to subsequent confined space(s) are immediately adjacent and are under the direct control of the attendant.

If an emergency or other unplanned event takes place during work the Confined Space Work Permit is void.

The Attendant and Entry Supervisor have the authority to discontinue work activities at any time.

Compressed gas cylinders other than a self-contained breathing apparatus should not be taken into a confined space.

The hoses of gas cutting, and welding tools shall be inspected for leaks prior to taking them into any confined space.

Workers who enter confined spaces shall comply with the provisions of this standard and the confined space permit. This includes:

- Supervisors
- Inspectors
- Surveyors
- Observers
- Scaffold Builders
- Engineers
- Vendors
- Contractors, subcontractors, and other workers

Sources of ignition (e.g., flame. arc, or spark) shall not be permitted in any confined space until tests have ensured that the percentage of combustible/flammable gas or vapor is not more than zero (0) % of the Lower Explosive Limit (LEL).

Emergencies

Emergency Notification

It is the responsibility of the Entry Supervisor and/or the Entry Attendant to immediately notify The Company's senior worker on the worksite of a potential emergency by radio or cell phone. The Company's senior worker will assess the situation and contact emergency response services if applicable.

Only those workers trained and certified in confined space entry rescue procedures on the worksite may assist in emergency rescue operations.

Rescue / Retrieval Systems

To facilitate emergency rescue, retrieval systems or methods shall be used whenever an authorized entrant

enters a confined space, unless the retrieval equipment increases the overall risk of entry or would not contribute to the rescue of the entrant.

Workers, equipment, and services necessary to perform an effective rescue shall be identified by The Company. They shall be identified in a way that uniquely marks them apart from regular workers and equipment prior to entry into a permit required confined space.

The Company shall also ensure the workers that have been designated to provide permit space rescue and emergency services shall take the following measures:

- Provide affected workers with the PPE needed to conduct permit space rescues safely and train affected workers, so they are proficient in the use of that PPE, at no cost to those workers
- Train affected workers to perform assigned rescue duties. The Company shall ensure that such workers successfully complete the training required to establish proficiency as an authorized entrant
- Train affected workers in basic first aid and cardiopulmonary resuscitation (CPR). The Company shall ensure that at least one member of the rescue team or service holding a current certification in first aid and CPR is available
- Ensure that affected workers practice making permit space rescues at least once every 12 months, by means of simulated rescue operations in which they remove dummies, manikins, or actual persons from the actual permit spaces or from representative permit spaces. Representative permit spaces shall, with respect to opening size, configuration, and accessibility, simulate the types of permit spaces from which rescue is to be performed

Retrieval systems shall meet the following requirements to the greatest extent possible.

- Each authorized entrant shall use a full body harness with a retrieval lifeline attached at the center of the entrant's back near shoulder level, or above the entrant's head or safety coveralls with built-in harness, with a retrieval lifeline attached at the near shoulder level of the entrant's back, or above the entrant's head
- Wristlets may be used in lieu of the full body harness if the entry supervisor can demonstrate that the use of a full body harness is not feasible or creates a greater hazard and that the use of wristlets is the safest and most effective alternative
- The other end of the retrieval line shall be attached to a mechanical device or fixed point outside the confined space in such a manner that rescue can begin as soon as the rescuer becomes aware that rescue is necessary. A mechanical device shall be available to retrieve workers from vertical type confined spaces more than 5 feet deep
- The safety harness shall be of the type that permits easy rescue of workers from confined space during emergency conditions and may be either the harness type that suspends a worker in an upright position or the wrist type rescue harness. (A hoisting device or other effective means for

lifting workers from confined spaces is preferred)
- Lifelines shall have a minimum breaking strength of 5,400 pounds

Completion of Work

When the work is completed in a confined space the following, as a minimum shall be completed:

- Tools, equipment, and materials shall be removed
- The area surrounding the confined space shall be clean of materials, equipment, scraps, and debris
- The supervisor responsible for the confined space work shall inspect the work location to ensure cleanup of materials, tools, and other items is complete
- (Lockout) locks are removed only when work is completed

DISCIPLINARY POLICY

PURPOSE & SCOPE

TRISTATE MASON LLC's, hereafter referred to as "The Company", progressive discipline policy and procedures are designed to provide a structured corrective action process to improve and prevent a recurrence of undesirable workers behavior and performance issues. It has been designed consistent with The Company's organizational values, Human Resource (HR) best practices and employment laws.

Outlined below are the steps of The Company's progressive discipline policy and procedure. The Company reserves the right to combine or skip steps depending on the facts of each situation and the nature of the offense. The level of disciplinary intervention may also vary. Some of the factors that will be considered are whether the offense is repeated despite coaching, counseling, training, the worker's work record, and the impact the conduct and performance issues have on the organization.

PROCEDURES

Step 1: Counseling and verbal warning

Step 1 creates an opportunity for the immediate supervisor to schedule a meeting with a worker to bring attention to the existing performance, conduct, or attendance issue. The supervisor should discuss with the worker the nature of the problem or the violation of company policies and procedures. The supervisor is expected to clearly describe expectations and steps the worker must take to improve performance or resolve the problem.

The supervisor will prepare written documentation of a Step 1 meeting. The worker will be asked to sign this document to demonstrate their understanding of the issues and the corrective action.

Step 2: Written warning

Although The Company hopes that the worker will promptly correct any performance, conduct, or attendance issues that were identified in Step 1, The Company recognizes that this may not always occur. The Step 2 written warning involves more formal documentation of the performance, conduct, or attendance issues and consequences.

During Step 2, the immediate supervisor and manager or director will meet with the worker to review any additional incidents or information about the performance, conduct, or attendance issues as well as any prior relevant corrective action plans. Management will outline the consequences for the worker of their continued failure to meet performance or conduct expectations.

A formal performance improvement plan (PIP) requiring the worker's immediate and sustained corrective action

will be issued within five business days of a Step 2 meeting. A warning outlining that the worker may be subject to additional discipline up to and including termination if immediate and sustained corrective action is not taken may also be included in the written warning.

Step 3: Suspension and final written warning

There may be performance, conduct, or safety incidents so problematic and harmful that the most effective action may be the temporary removal of the worker from the workplace. When immediate action is necessary to ensure the safety of the worker or others, the immediate supervisor may suspend the worker pending the results of an investigation.

Suspensions that are recommended as part of the normal progression of this progressive discipline policy and procedure are subject to approval from a next-level manager and HR.

Depending on the seriousness of the infraction, the worker may be suspended without pay in full-day increments consistent with federal, state, and local wage-and-hour employment laws. Nonexempt/hourly workers may not substitute or use an accrued paid vacation or sick day in lieu of the unpaid suspension. Due to Fair Labor Standards Act (FLSA) compliance issues, unpaid suspension of salaried/exempt workers is reserved for serious workplace safety or conduct issues. HR will provide guidance so that the discipline is administered without jeopardizing the FLSA exemption status.

Pay may be restored to the worker if an investigation of the incident or infraction absolves the worker.

Step 4: Recommendation for termination of employment

The last and most serious step in the progressive discipline procedure is a recommendation to terminate employment. Generally, The Company will try to exercise the progressive nature of this policy by first providing warnings, a final written warning, or suspension from the workplace before proceeding to a recommendation to terminate employment. However, The Company reserves the right to combine and skip steps depending on the circumstances of each situation and the nature of the offense. Furthermore, workers may be terminated without prior notice or disciplinary action.

Management's recommendation to terminate employment must be approved by HR and the division director or designate. Final approval may be required from the CEO or designate.

Appeal Process

Workers will have the opportunity to present information that may challenge information management has used to issue disciplinary action. The purpose of this process is to provide insight into extenuating circumstances that may have contributed to the worker's performance or conduct issues while allowing for an equitable solution.

If the worker does not present this information during any of the step meetings, they will have five business days after that meeting to present such information.

Performance and Conduct Issues Not Subject to Progressive Discipline

Behavior that is illegal is not subject to progressive discipline, and such behavior may be reported to local law enforcement authorities.

Similarly, theft, substance abuse, intoxication, fighting, and other acts of violence at work are not subject to progressive discipline and may be grounds for immediate termination.

Documentation

The worker will be provided copies of all progressive discipline documentation including all PIPs. The worker will be asked to sign copies of this documentation attesting to their receipt and understanding of the corrective action outlined in these documents.

Copies of these documents will be placed in the worker's official personnel file.

Important note: Nothing in this policy provides any contractual rights regarding worker discipline or counseling, nor should anything in this policy be read or construed as modifying or altering the employment relationship between The Company and its workers.

DRUG AND ALCOHOL POLICY

POLICY

TRISTATE MASON LLC, hereafter referred to as “The Company”, is committed to maintaining a safe work environment for all workers and those in the public who may be affected, while ensuring that all workers are treated fairly and with respect. Everyone who works for and with The Company is expected to understand the risks of alcohol and drug use to workplace safety, and to be able to identify and respond to those risks in compliance with this policy. Workers are expected to comply directly with this policy and any supporting programs. Contractors who conduct work on behalf of The Company are expected to develop and enforce comparable policies and programs to manage alcohol and drug risks among their workers.

Work Rules

All workers will be informed regarding this policy at the time of employment. Additionally, it will be discussed periodically at "tailgate" safety meetings.

A worker who has a substance problem is encouraged to seek immediate assistance. The Company Human Resources Department will provide the worker with the name and address of local agencies or facilities that are equipped to provide the rehabilitation assistance needed by the worker.

The following actions are strictly prohibited:

- While on company property or at a company worksite, to use, consume, possess, distribute, sell or transfer:
    - Alcohol (unless contained in sealed (unopened) packaging, and secured in vehicle for transfer to home or official company-sanctioned event)
    - Drugs other than those permitted by this policy as described below
    - Drug paraphernalia

- From reporting to work or performing work while the worker’s ability to safely perform their duties is adversely affected by use of drugs or alcohol.
- From refusing to:
    - Comply with a request to confirm they are following this policy when a supervisor or manager has reasonable grounds to believe the worker may not be complying
    - Comply with a request to submit to an alcohol or drug test
    - When a supervisor or manager has reasonable grounds to believe the worker may not be following the policy and the worker cannot confirm compliance without a test
    - Following an incident or near miss if a supervisor or manager present at the

workplace has reasonable grounds to believe that the worker was involved in the incident or near miss and there is no objective evidence to believe that the use of alcohol or drugs did not contribute to the cause of the incident or near miss
  - When applying for or transferring into a safety-sensitive position
  - As periodically required by the Company throughout the time the worker is working in a safety-sensitive position
  - When the worker has previously tested positive and is returning to work after an assessment by a substance abuse expert

- This Work Rule permits the possession or use of prescription and non-prescription drugs under the following conditions:

  - Any prescription drug in the worker's possession or used by the worker is prescribed to the worker, and
  - The worker is using the prescription or non-prescription drug for its intended purpose and in the manner directed by the worker's physician or pharmacist or the manufacturer of the drug, and
  - The use of the prescription or non-prescription drug does not adversely affect the worker's ability to safely perform his or her duties, and
  - The worker has notified his or her supervisor or manager before starting work of any potentially unsafe side effects associated with the use of the prescription or non-prescription drug.

No information collected about a worker under this policy will be disclosed to any person unless the worker has given consent or the supervisor or manager in possession of the information is legally required to disclose it.

Testing Procedures

Laboratory Testing

The Company will designate the laboratories to perform substance testing on blood or urine specimens in accordance with standards set forth by an established industry standard. The substances and detection levels covered by this testing program are set forth below. Workers may be asked by collection site personnel to indicate whether there is the potential that they will test positive for prescription or other substances. A consent form and information sheet will be provided. If the worker fails to provide an acceptable urine specimen the company may take the following steps:

- Extend the stay of the worker at the designated collection site, if feasible, until an acceptable specimen can be collected
- Reschedule the test due to unusual circumstances, (i.e., post-operative situations)
- Discipline the worker, up to and including termination, on the first offense for failing to cooperate or refusing to provide an acceptable specimen

All positive urine specimen test results for workers on active status will be confirmed by standard laboratory procedures. In case of testing by means other than urine (i.e., breath or other samples), reliable laboratory or instrument testing procedures will be followed.

Testing Substances

As a minimum, the following substances and detection levels shall be tested for:

- Alcohol level equal to or in excess of 0.04 BAL
- Equal to or in excess of the urine concentrations set out in the below table:

Drugs or Classes of Drugs	Screening concentration equal to or in excess of ng/ml
Marijuana metabolites	50
Cocaine metabolites	300
Opiates	2000
6-Acetylmorphone	10
Phencyclidine	25
Amphetamines/Methamphetamines	1000
MDMA	500

Concentrations at or in excess of the above levels shall be conclusive proof of unacceptable levels of unauthorized, prohibited, illegal or controlled substances.

Disciplinary Action for Policy Violation

Applicants

If the final result of a pre-employment drug screen is positive, the applicant will not be employed. No applicant can be reconsidered for employment sooner than six (6) months following the date of the positive drug screen.

Workers

No drug test will be conducted without written consent. However, any worker who refuses to provide such written consent and fully cooperate with this policy will be subject to disciplinary action up to and including discharge from employment.

- Under certain circumstances, disciplinary action may include a mandatory referral to and enrollment in an approved rehabilitation program at the worker's expense. This action may also require an indefinite suspension of regular employment.
- A worker's job is not in jeopardy by reason of his voluntary admission to having a substance

problem and request for help and referral to an approved rehabilitation program, provided that such request is made prior to, and well in advance of, any consideration of being tested under the provisions of this policy. Workers participating in this rehabilitation program will be subject to follow-up or "maintenance" testing.

Contractors, Subcontractors, Vendors, Their Workers' Agents, or Representatives

- No drug test will be conducted without written consent. However, anyone who refuses to provide such written consent and does not fully cooperate with this policy will be subject to disciplinary action up to and including removal from the job or job site, as may be appropriate. Preliminary findings of a policy violation may require that the individual involved be suspended from the job pending the results of the company investigation.
- If the final result of a "reasonable cause" or "post-accident" drug screen is positive, the individual will be permanently barred from the job.

Client Requirements

In the event that a client has an Alcohol and Drug Testing Guideline that is more stringent than those outlined above, the client’s guidelines will be followed for all work done with that client. Examples of more stringent guidelines include but are not limited to:

- A greater number of substances (panels) to be tested for
- A lower detection/cut off levels
- Specified number or percent of workers to be tested on the site
- DOT or similar mandated programs

ELECTRICAL SAFETY

PURPOSE

To establish the procedures that shall be followed in the safe performance of work activities involving general electrical hazards.

SCOPE

Applies to all TRISTATE MASON LLC, hereafter referred to as "The Company", work sites, i.e., company offices, client job sites, etc.

DEFINITIONS

Approved - acceptable to the authorities.
Authorized Person - a person approved or assigned by the company to perform a specific duty or duties or to be at a specific location or locations at the jobsite.
Cabinet - an enclosure designed either for surface or flush mounting.
Competent Person - one who can identify existing and predictable hazards in the surroundings or working conditions which are unsanitary, hazardous, or dangerous to workers, and who has the authorization to take prompt corrective measures to eliminate them.
Conductor (bare) - a conductor having no covering or electrical insulation whatsoever.
Conductor (insulated) - a conductor encased within material of composition and thickness that is recognized as electrical insulation.
Defect -any characteristic or condition that tends to weaken or reduce the strength of the tool, object, or structure of which it is a part.
Disconnect -a device, or group of devices, or other means by which the conductors of a circuit can be disconnected from their source of supply.
Enclosed - surrounded by a case, housing, fence, or walls which shall prevent persons from accidentally contacting energized parts.
Enclosure - the case or housing of apparatus, or the fence or walls surrounding an installation to prevent personnel from accidentally contacting energized parts, or to protect the equipment from physical damage.
Exposed (as applied to live parts) - capable of being inadvertently touched or approached nearer than a safe distance by a person. It is applied to parts not suitably guarded, isolated, or insulated.
Guarded - covered, shielded, fenced, enclosed, or otherwise protected by means of suitable covers, casings, barriers, rails, screens, mats, or platforms to remove the likelihood of approach to a point of danger or contact by persons or objects.
Isolated - not readily accessible to persons unless special means for access are used.
Labeled - equipment or materials to which has been attached a label, symbol or other identifying mark of a qualified testing laboratory which indicates compliance with appropriate standards or performance in a specified manner.

NEC - stands for National Electric Code.
Qualified - people who are trained and permitted to work on or near energized exposed parts. They are familiar with electrical properties, the proper use of special precautionary techniques, personal protective equipment, insulating and shielding materials, and insulated tools. Qualified persons have the skills and techniques necessary to distinguish exposed live parts from other parts of electric equipment.
Receptacle - a contact device installed at the outlet for the connection of a single attachment plug. A single receptacle is a single contact device with no other contact device on the same yoke. A multiple receptacle is a single device containing two or more receptacles.
Unqualified - are workers who face a risk of electric shock or may be expected to face comparable risk of injury due to electric shock or other electrical hazards. They shall be trained in and familiar with the safety-related work practices that pertain to their respective job assignments.

PROCEDURES

Training

The Company will ensure that unqualified workers who face a higher-than-normal risk of electrical exposure or accident will be trained in safety-related work practices that pertain to their job scope. In addition, qualified workers will receive specific training relative to working with or near exposed de-energized and/or energized parts. Electrical safety training will provide clear understanding and expectations of safety-related work practices.

General

Feasible engineering and administrative controls shall be applied to mitigate or minimize the risk of injury and illness from exposure to electrical hazards. Where such hazards still exist after application of these controls, 'hot work' procedures shall apply, and Personal Protective Equipment (PPE) shall be used and comply with NFPA 70E.

Where feasible, workers shall not perform live electrical work. Branches that engage in live work are required to provide applicable safe work procedures, PPE, and equipment.

In existing installations, no changes in circuit protection shall be made to increase the load in excess of the load rating of the circuit wiring.

Worn or frayed electric cords or cables shall be removed from work areas for repair or disposal. Plugs equipped with a grounding prong must have the prong in place. Damaged plugs must be repaired. Repairing cords shall be limited to being completed by an authorized qualified person. as determined by the Safety Officer.

Working spaces, walkways, and similar locations must be kept clear of cords to eliminate hazards.

Extension cords shall not be fastened with staples, hung from nails, or suspended by wire. Control equipment,

utilization equipment, and busways approved for use in dry locations only shall be protected against damage from the weather during building construction.

Metal raceways, cable armor, boxes, cable sheathing, cabinets, elbows, couplings, fittings, supports, and support hardware shall be of materials appropriate for the environment in which they are to be installed.

Electrical switches shall be labelled to indicate the system, equipment, service, or tool they control. This includes switch boxes, cabinets, motor control cabinets, stationary equipment, control panels, and other such switches or disconnects.

Workers who perform electrical work shall wear hard hats that are proof tested to 20,000 volts and shall not wear clothing with or without PPE that could increase injury (100% cotton is better than blended materials).

In work areas where the exact location of underground electric power lines is unknown, workers using jackhammers, bars, or other hand tools that may contact a line shall be provided with insulated protective gloves. Gloves must be rated to (or exceed) the voltage for which they may be exposed. The gloves shall be inspected before use and replaced as per the manufacturer's specifications.

Wiring components and equipment in hazardous environments shall be maintained in a condition consistent with NEC requirements (i.e., no loose or missing screws, gaskets, threaded connections, seals, or other impairments to a tight condition).

Hazardous locations are those locations where flammable vapors, liquids or gases, or combustible dusts or fibers may be present. There are six "classifications" for these types of locations, as follows:

- Class I Division 1 and Division 2
- Class II Division 1 and Division 2
- Class III Division 1 and Division 2

Equipment, wiring methods, and installations of electrical equipment in hazardous (classified) locations must be designated as "intrinsically safe" or be approved for the classification location.

Energized Electrical Parts and Systems

This section does not apply to power distribution or transmission lines. Refer to CFR Subpart "R" 1910.269 (servicing) and/or CFR Subpart "V" 1926.950 (Construction) for overhead power transmission and distribution line requirements.

Safety-related work practices shall be employed to prevent electric shock or other injuries resulting from either direct or indirect electrical contact when work is performed near or on equipment or circuits which are or may be energized. The specific safety-related work practices shall be consistent with the nature and extent of the associated electrical hazards.

Live parts to which a worker may be exposed shall be de-energized before the worker works on or near them, unless it can be demonstrated that de-energizing introduces additional or increased hazards or is infeasible due to equipment design or operational limitations. Live parts that operate at less than 50 volts to ground need not be deenergized if there will be no increased exposure to electrical burns or to explosion due to electric arcs.

If the exposed live parts are not de-energized (i.e., for reasons of increased or additional hazards or infeasibility), other safety-related work practices shall be used to protect workers who may be exposed to the electrical hazards involved. Such work practices shall protect workers against contact with energized circuit parts directly with any part of their body or indirectly through some other conductive object. The work practices that are used shall be suitable for the conditions under which the work is to be performed and for the voltage level of the exposed electric conductors or circuit parts.

Working on or near exposed de-energized parts

This section applies to working on exposed de-energized parts near enough to expose worker(s) to an electrical hazard.

While a worker is exposed to contact with fixed electrical equipment or circuits which have been de-energized, the circuits energizing the parts shall be locked out in accordance with the Energy Control (lockout) section of this manual.

The circuits and equipment to be worked on shall be disconnected from electrical energy sources (and locked out). Control circuit devices, such as push buttons, selector switches, and interlocks, shall not be used as the sole means for de-energizing circuits or equipment.

Procedures for the release of stored electric energy shall be managed according to this policy.

When capacitors or associated equipment are handled, they shall be treated as energized.

Stored non-electrical energy in devices that could reenergize electrical parts shall be blocked or relieved to the extent that the parts could not be accidentally energized by the device.

Working on or near exposed energized parts

Every effort shall be made to preclude work on energized electrical parts. When this is not possible, the requirements of this section shall apply. Potential contact with live energized parts includes work performed on exposed live parts (involving either direct contact or contact by means of tools or materials) or near enough to them for workers to be exposed to any hazard they present.

Only qualified people shall work on electrical equipment that has not been de-energized.

If work is to be performed near overhead lines, the lines shall be de-energized and grounded, or other protective measures shall be provided before work is started.

If the lines are to be de-energized, arrangements shall be made with the person or organization that operates or controls the electric circuits involved in de-energizing and grounding them. If protective measures, such as guarding, isolating, or insulating are provided, these precautions shall prevent workers from contacting such lines directly with any part of their body or indirectly through conductive materials, tools, or equipment.

Overhead electrical lines

While conducting site activities near overhead lines, field personnel need to be aware of the location of the lines so as not to use conductive equipment (e.g., metal equipment to include drill rigs; hand auger extensions; geoprobe units; excavators, etc.) in close proximity to power lines.

OSHA 29 CFR 1926.550 requires that any vehicle or mechanical equipment (i.e., drill rigs) capable of having parts of its structure elevated near energized overhead lines shall be operated so that a clearance distance of at least 10 feet is maintained.

When calculating clearance distances for a drill rig, consider both the length of the derrick and the length of the rods. Position the rig such that if rods are ever fully extended from the top of the derrick, the rods will still be at least 10 feet away from the power lines. Note that rods can lean or sway when elevated so it may be necessary to maintain more than a 10- foot distance on the ground to ensure that there is a 10-foot horizontal distance between the rods and the power line.

Higher voltages require greater clearance distances. Contact the electrical utility company to verify line voltage. If the voltage is higher than 50kV, the clearance shall be increased 4 in. for every 10kV over that voltage.

Table 12-1	
Voltage	Required Clearance
0-50 kV	10 feet
50-200 kV	15 feet
200-350 kV	20 feet
350-500 kV	25 feet
500-750 kV	35 feet
750-1000 kV	45 feet

Under any of the following conditions, OSHA allows the required clearance to be reduced:

- If a vehicle is in transit with its structure lowered, the clearance shall be reduced to 4 ft. If the voltage is higher than 50kV, the clearance shall be increased 4 in. for every 10kV over that voltage.

- If insulating barriers (boots) are installed to prevent contact with the lines, and if the line being guarded and are not a part of or an attachment to the vehicle or its raised structure, OSHA allows the clearance to be reduced to a distance within the designed working dimensions of the insulating barrier. However, while this is permissible according to OSHA, some utility companies are recommending that safe distances, as described previously, be maintained in addition to the insulating barrier.
- If the equipment is an aerial lift insulated for the voltage involved, and if the work is performed by a qualified person, the clearance (between the uninsulated portion of the aerial lift and the power line) may be reduced to the distance given.

When an unqualified person is working in an elevated position near overhead lines or working on the ground in the vicinity of overhead lines, the location shall be such that the person and the longest conductive object he or she may contact cannot come closer to any unguarded, energized overhead line than the clearance distances indicated in Table 12-1.

For voltages normally encountered with overhead power lines, objects which do not have an insulating rating for the voltage involved shall be considered to be conductive.

When a qualified person is working in the vicinity of overhead lines, whether in an elevated position or on the ground, the person shall not approach or take any conductive object without an approved insulating handle closer to exposed energized parts than the clearance distances indicated in Table 12-2, unless:

- The person is insulated from the energized part (gloves, with sleeves, if necessary, rated for the voltage involved are considered to be insulation of the person from the energized part on which work is performed)
- The energized part is insulated both from other conductive objects at a different potential and from the person
- The person is insulated from conductive objects at a potential different from that of the energized part

Table 12-2	
Approach Distances for Qualified Workers - Alternating Current	
Voltage range (phase to phase)	Minimum approach distance
300V and less	Avoid contact
Over 300V, not over 750V	1 ft. 0 in.
Over 750V, not over 2kV	l ft. 6 in.
Over 2kV, not over 15kV	2 ft. 0 in.
Over 15kV, not over 37kV	3 ft. 0 in.
Over 37kV, not over 87.5kV	3 ft. 6 in.
Over 87.5kV, not over 121kV	4 ft. 0 in.
Over 121kV, not over 140kV	4 ft. 6 in.

If the equipment is an aerial lift insulated for the voltage involved, and if the work is performed by a qualified person the clearance (between the uninsulated portion of the aerial lift and the power line) may be reduced to the distance indicated in Table 12-2. However, workers standing on the ground shall not contact the vehicle or mechanical equipment or any of its attachments, unless:

- The worker is using protective equipment rated for the voltage or the equipment is located so that no uninsulated part of its structure (that portion of the structure that provides a conductive path to workers on the ground) can come closer to the line than permitted in this section.
- If any vehicle or mechanical equipment capable of having parts of its structure elevated near energized overhead lines is intentionally grounded, workers working on the ground near the point of grounding shall not stand at the grounding location whenever there is a possibility of overhead line contact. Additional precautions, such as the use of barricades or insulation, shall be taken to protect workers from hazardous ground potentials, depending on earth resistivity and fault currents, which can develop within the first few feet or more outward from the grounding point.

Illumination

Workers shall not enter spaces containing exposed energized parts unless illumination is provided which enables the workers to perform the work safely. Where lack of illumination or an obstruction precludes observation of the work to be performed, workers shall not perform tasks near exposed energized parts. Workers shall not reach blindly into areas which may contain energized parts.

Confined Space or enclosed space work

When a worker works in a confined or enclosed space (such as a manhole or vault) that contains exposed energized parts, protective shields, protective barriers, or insulating materials shall be used as necessary to avoid inadvertent contact with these parts. Doors, hinged panels, and the like shall be secured to prevent swinging into a worker and causing the worker to contact exposed energized parts.

Conductive materials and equipment

Conductive materials and equipment that are in contact with any part of a worker's body shall be handled in a manner that will prevent them from contacting exposed energized conductors or circuit parts.

For instance, a worker should measure the length of a sledgehammer and the expected radius of his swing prior to using the hammer near an energized circuit. If such a circuit is present, a sign must be posted to warn the workers. The job supervisor must inform the workers of the location of the lines, the hazards involved, and the protective measures to be taken.

Portable ladders

Portable ladders shall have nonconductive siderails if they are used where the worker or the ladder could contact exposed energized parts.

Conductive apparel

Conductive articles of jewelry and clothing (such as watch bands, bracelets, rings, key chains, necklaces, metalized aprons, cloth with conductive thread, or metal headgear) shall not be worn if they might contact exposed energized parts. However, such articles may be worn if they are rendered nonconductive by covering, wrapping, or other insulating means.

Housekeeping duties

Where live parts present an electrical contact hazard, workers shall not perform housekeeping duties at such close distances to the parts that there is a possibility of contact, unless adequate safeguards (such as insulating equipment or barriers) are provided.

Electrically conductive cleaning materials (including conductive solids such as steel wool, metalized cloth, and silicon carbide, as well as conductive liquid solutions) shall not be used in proximity to energized parts unless procedures are followed which will prevent electrical contact.

Interlocks

Only a qualified person following the requirements of this section may defeat an electrical safety interlock, and then only temporarily while working on the equipment. The interlock system shall be returned to its operable condition when this work is completed.

Grounding, GFCIs and Assured Grounding Procedures
Equipment, tools, and cord sets shall be provided and used to protect workers from electrical shock and to prevent fire.

Equipment and tools

Note: Portable equipment which is "double insulated" and endorsed by a nationally recognized testing facility need not have a grounding conductor but is subject to the inspection requirements of this section.

Tools and equipment subject to inspection and testing include:

- Portable Electrical Tools such as grinders, drills, and stapling guns
- Stationary tools such as table saws, drill presses, and jig saws
- Portable electrical extension cords
- Portable and Temporary lighting systems and cords

Receptacles shall be of the grounding type and their contacts shall be grounded by connection to the equipment grounding conductor of the circuit supplying that receptacle in accordance with the National Electrical Code (NEC).

Visual inspections

Visual inspection of tools and equipment is required prior to each use and shall include:

- General condition
- Plugs and caps, and presence of ground prong
- Electrical cord sets
- External defects, and missing parts

Defective tools shall be tagged, taken out of service, and placed in a secured location until they are repaired or destroyed.

Testing

The following tests shall be performed on all applicable equipment:

- Equipment grounding conductors shall be tested for continuity and shall be electrically continuous
- Receptacle and attachment cap or plug shall be tested for correct attachment of the equipment-grounding conductor. The equipment-grounding conductor shall be connected to its terminal

Required tests should be performed as indicated below:

- Before first use
- Before being returned to service following any repairs
- Before being used, after any incident that can be reasonably suspected to have caused damage (for example, when a cord set is run over)
- At intervals not to exceed 3 months

Test equipment must be evaluated for proper operation immediately before and after tests are conducted.

Removal from service

Any equipment failing any test shall be taken out of service, shall be tagged with a “Danger, Do Not Use” tag, secured and repaired or destroyed.

Ground Fault Circuit Interrupters (GFCI’s)

Ground Fault Circuit Interrupters (GFCI's) shall be used on receptacles >15 amps up to and including 30 amps for tool and equipment used in construction applications and potentially wet environments (either indoors or outdoors). Receptacles of temporary wiring systems and portable generators shall be protected with a GFCI.

The minimum requirements relative to the use of Ground Fault Circuit Interrupters are:

- Prior to use, and periodically thereafter, verify that the GFCI is in good working order. (e.g., Plug the GFCI into an outlet, plug a power tool or light in to the GFCI, hit the "test" button and verify that it interrupts current flow). Periodically re-test the GFCI to ensure continued effectiveness.
- Remove from service any GFCI that has insufficient load capacity, is damaged or is ineffective for any reason. Affix a "Danger, Do Not Use" tag and store the GFCI in a secure location until it can be replaced or repaired. Destroy and discard any GFCI that cannot be repaired or re-used.
- Train workers in the provisions of this section as related to safe us of GFCIs. This training should include:
    - Double insulated tools
    - Defective cords and plugs
    - Heavy moisture, and wet conditions
    - Operation, selection, and use of GFCI's

Assured Grounding Program

When it is not possible to use GFCI's, the Assured Grounding procedures in this section shall apply. If unavoidable, the elements of this program shall include as a minimum:

- Written description of program
- Program coordinator
- Inspections
- Documented Testing
- Availability of Equipment
- Integrity of testing equipment (repairs/testing of test equipment)
- Handling of defective tools and equipment
- Who will perform tests, and repairs
- Recordkeeping
- How receptacles will be provided with GFCI's

Only qualified persons shall perform inspection and "color code" labeling of tools and equipment.

The color code scheme for labeling tools and equipment, as indicated in the following table, shall be used. This color code scheme is consistent with guidance from construction and electrical contractors. Tools and equipment shall be color coded on a quarterly basis when inspected and marked according to the Quarterly Code.

Month	Quarterly Code
January	White
February	White
March	White
April	Green
May	Green
June	Green
July	Red
August	Red
September	Red
October	Orange
November	Orange
December	Orange

Temporary Wiring

This section applies to temporary electrical power and lighting wiring methods that may be of a class less than would be required for a permanent installation.

Temporary wiring shall be removed immediately upon completion of work and when the purpose for which the wiring was installed no longer applies.

General requirements for temporary wiring

Feeders shall originate in a distribution center. The conductors shall be run as multi-conductor cord or cable assemblies or within raceways.

Branch circuits shall originate in a power outlet or panel board. Conductors shall be run as multi-conductor cord or cable assemblies or open conductors or shall be run in raceways. Conductors shall be protected by over-current devices at their ampacity.

Receptacles shall be of the grounding type. Unless installed in a complete metallic raceway, each branch circuit shall contain a separate equipment-grounding conductor, and receptacles shall be connected to the grounding system. Receptacles shall not be connected to the same ungrounded conductor of multi-wire circuits that supply temporary lighting.

Disconnecting switches or plug connectors shall be installed to permit the disconnection of ungrounded conductors of each temporary circuit.

Lamps for general illumination shall be protected from accidental contact or breakage. Metal-case sockets shall be grounded.

The electric cords shall not be used to suspend temporary lights unless cords and lights are designed for this means of suspension. Temporary lighting shall be properly supported.

Portable electric lighting used in wet and/or other conductive locations, such as drums, tanks, and vessels, shall be operated at 12 volts or less. However, 120-volt lights may be used if protected by a ground-fault circuit interrupter.

A mounted box (with a cover) shall be used wherever a change is made to a raceway system or a cable system that is metal clad or metal sheathed. Non-metallic wiring system joints below seven feet (7') shall have mounted boxes and be covered. Exposed temporary joints shall have the wire nuts or other mechanical devices taped with black (electrical) tape to prevent them from falling off. Temporary joints including the ground wire shall have a mechanical connection.

Flexible cords and cables shall be protected from damage. Sharp corners and projections shall be avoided. Flexible cords and cables may pass through doorways or other pinch points if protection is provided to avoid damage. Cords and temporary wiring passing through walls shall be properly protected (e.g., sleeved).

Extension cord sets used with portable electric tools and appliances shall be of three-wire type and shall be designed for hard or extra-hard usage. Flexible cords used with temporary and portable lights shall be designed for hard or extra-hard usage. See the NEC, ANSI/NFPA 70, in Article 400, Table 400-4 that lists various types of flexible cords, some of which are noted as being designed for hard or extra-hard usage. Note: SEU, SER or other similar cables cannot be laid on the floor despite their rating.

For temporary wiring over 600 volts, nominal, fencing, barriers, or other effective means shall be provided to prevent access of other than authorized and qualified personnel.

Clearances in the Workplace

Workers shall not be permitted to work in such proximity to any part of an electric power circuit that the worker could contact the electric power circuit in the course of work unless the worker is protected against electric shock by deenergizing the circuit and grounding it (if appropriate) or by guarding it effectively by insulation or other means.

Supervisors and/or Competent Person(s) shall ascertain by inquiry, direct observation, or by instruments, whether any part of an energized electric power circuit, exposed or concealed, is so located that the performance of the work may bring any person, tool, or machine into physical or electrical contact with the electric power circuit. The supervisor/Competent Person shall post and maintain proper warning signs where such a circuit exists. The supervisor/Competent Person shall advise workers of the location of such lines, the hazards involved, and the protective measures to be taken.

Barriers or other means of guarding shall be provided to ensure that workspace for electrical equipment will not

be used as a passageway during periods when energized parts of electrical equipment are exposed.

Fuses

Installing or removing fuses shall be considered as work with live electrical energy and shall be followed according to this policy section for operations conducting such activities.

Persons who perform work on high voltage fuses (over 600 volts) shall wear appropriate head, face, body flash suits, protective footwear, and insulated gloves.

Insulating electrical gloves, sleeves, aprons, and other protective electrical clothing shall be tested for leaks and integrity prior to initial use and periodically.

Protector gloves shall be worn over insulating gloves, except as defined in the above referenced standard.

Only manufacturer-qualified personnel shall inspect and make repairs to electrical insulating protective clothing.

Workspace Clearances - 600 Volts, nominal, or less

Working space about electric equipment

Sufficient access and working space should be provided and maintained for electric equipment to permit ready and safe operation and maintenance of such equipment.

Working clearances

Except as required or permitted elsewhere in this section, the dimension of the working space in the direction of access to live parts operating at 600 volts or less and likely to require examination, adjustment, servicing, or maintenance while live shall not be less than indicated in the table below.

In addition to the dimensions shown in the following table, the workspace shall not be less than 30 inches wide in front of the electric equipment. Distances shall be measured from the live parts if they are exposed or from the enclosure front or opening if the live parts are enclosed. Walls constructed of concrete, brick, or tiles are considered to be grounded.

Working space is not required behind assemblies such as dead-front switchboards or motor control centers where there are no renewable or adjustable parts such as fuses or switches on the back and where connections are accessible from locations other than the back.

Minimum Depth of Clear Working Space in Front of Electric Equipment (feet)			
Nominal voltage to ground conditions*	(a)*	(b)*	(c)*

0-150	3	3	3
151-600	3	3 1/2	4
*Conditions (a), (b), and (c) are as follows: (a) Exposed live parts on one side and no live or grounded parts on the other side of the working space, or exposed live parts on both sides effectively guarded by insulating material. Insulated wire or insulated bus bars operating at not over 300 volts are not considered live parts. (b) Exposed live parts on one side and grounded parts on the other side. (c) Exposed live parts on both sides of the workspace [not guarded as provided in Condition (a)] with the operator between.			
Note: For International System of Units (SI): one foot=0.3048m.			

Working space required in this section shall not be used for storage. When normally enclosed live parts are exposed for inspection or servicing, the working space, if in a passageway or general open space shall be guarded.

At least one entrance should be provided to give access to the working space for electrical equipment.

Where there are live parts normally exposed on the front of switchboards or motor control centers, the working space in front of such equipment shall not be less than 3 feet.

The minimum headroom of working spaces for service equipment, switchboards, panel boards, or motor control centers shall be 6 feet 3 inches.

Guarding of live parts

Except as required or permitted live parts of electrical equipment operating at 50 volts or more shall be guarded against accidental contact by cabinets or other forms of enclosures, or by any of the following means:

- By location in a room, vault, or similar enclosure that is accessible only to qualified persons
- By partitions or screens so arranged that only qualified persons will have access to the space within reach of the live parts. Any openings in such partitions or screens shall be so sized and located that person are not likely to come into accidental contact with the live parts or to bring conducting objects into contact with them.
- By location on a balcony, gallery, or platform so elevated and arranged as to exclude unqualified persons

In locations where electric equipment could be exposed to physical damage, enclosures or guards should be so arranged and of such strength to prevent damage.

Entrances to rooms and other guarded locations containing exposed live parts shall be marked with conspicuous warning signs forbidding unqualified persons to enter.

Workspace Clearances - over 600 volts, nominal

Conductors and equipment used on circuits exceeding 600 volts, nominal, shall comply with all applicable provisions of this section and with the following provisions that supplement or modify those requirements. The provisions of paragraphs listed paragraphs of this section do not apply to equipment on the supply side of the service conductors.

- Installations accessible to qualified persons only
- Installations accessible to unqualified person(s)
- Workspace about equipment

Enclosure for electrical installations

Electrical installations in a vault, room, closet or in an area surrounded by a wall, screen, or fence, access to which is controlled by lock and key or other equivalent means, are accessible to qualified persons only.

A wall, screen, or fence less than 8 feet in height is not considered adequate to prevent access unless it has other features that provide a degree of isolation equivalent to an 8-foot fence. The entrances to buildings, rooms or enclosures containing exposed live parts or exposed conductors operating at over 600 volts, nominal, shall be kept locked or shall be under the observation of a qualified person at all times.

Installations accessible to qualified persons only

Electrical installations having exposed live parts shall be accessible to qualified persons only and shall comply with the requirements of this standard and applicable regulatory standards.

Installations accessible to unqualified worker(s)

Electrical installations that are open to unqualified workers shall be made with metal-enclosed equipment or shall be enclosed in a vault or in an area, access to which is controlled by a lock. Metal-enclosed switchgear, unit substations, transformers, pull boxes, connection boxes, and other similar associated equipment shall be marked with appropriate caution signs. If equipment is exposed to physical damage from vehicular traffic, guards shall be provided to prevent such damage. Ventilating or similar openings in metal-enclosed equipment shall be designed so that foreign objects inserted through these openings will be deflected from energized parts.

Workspace about equipment

Sufficient space shall be provided and maintained for electrical equipment to permit ready and safe operation and maintenance of such equipment. Where energized parts are exposed, the minimum clear workspace shall not be less than 6 feet 6 inches high (measured vertically from the floor or platform), or less than 3 feet wide (measured parallel to the equipment). The depth shall be as required in the table below. The workspace shall be adequate to permit at least a 90-degree opening of doors or hinged panels.

The minimum clear working space in front of electric equipment such as switchboards, control panels, switches, circuit breakers, motor controllers, relays, and similar equipment shall not be less than specified in the following table, unless otherwise specified. Distances shall be measured from the live parts if they are exposed, or from the enclosure front or opening if the live parts are enclosed.

However, working space is not required behind equipment such as dead front switchboards or control assemblies where there are no renewable or adjustable parts (such as fuses or switches) on the back and where connections are accessible from locations other than the back. Where rear access is required to work on de-energized parts on the back of enclosed equipment, a minimum working space of thirty (30) inches horizontally shall be provided.

Minimum Depth of Clear Working Space in Front of Electric Equipment (feet)			
Nominal voltage to ground conditions*	(a)*	(b)*	(c)*
601 to 2,500	3	4	5
2,501 to 9,000	4	5	6
9,001 to 25,000	5	6	9
25,001 to 75 kV	6	8	10
Above 75kV	8	10	12
*Conditions (a), (b), and (c) are as follows: (a) Exposed live parts on one side and no live or grounded parts on the other side of the working space, or exposed live parts on both sides effectively guarded by insulating materials. Insulated wire or insulated bus bars operating at not over 300 volts are not considered live parts. (b) Exposed live parts on one side and grounded parts on the other side. Walls constructed of concrete, brick, or tiles are considered to be grounded surfaces. (c) Exposed live parts on both sides of the workspace [not guarded as provided in Condition (a)] with the operator between.			
Note: For International System of Units (SI): one foot=0.3048m.			

Lighting outlets and points of control

The lighting outlets shall be so arranged that workers changing lamps or making repairs to the lighting system will not be endangered by live parts or other equipment. The points of control shall be so located that workers are not likely to come in contact with any live part or moving part of the equipment while turning on the lights.

Elevation of unguarded live parts

Unguarded live parts above working spaces shall be maintained at elevations not less than specified in the following table.

Elevation of Unguarded Energized Parts Above Working Space	
Nominal voltage between phases	Minimum elevation
601-7,500	8 feet 6 inches

7,501-35,000	9 feet
Over 35kV	9 feet + 0.37 inches per kV above 35kV
Note: For SI units: one inch=25.4 mm; one foot=0.3048 m.	

Entrance and access to workspace

At least one entrance not less than 24 inches wide and 6 feet 6 inches high shall be provided to give access to the working space for electrical equipment. On switchboard and control panels exceeding 48 inches in width, there shall be one entrance at each end of such board where practicable. Where bare energized parts at any voltage or insulated energized parts above 600 volts are located adjacent to such entrance, they shall be guarded.

EMERGENCY ACTION PLAN

PURPOSE

The purpose of an Emergency Action Plan is to protect workers from serious injury, property loss, or loss of life, in the event of an actual or potential emergency. An emergency may include, but not limited to, any of the following: fire, tornado, earthquake, bomb threat, hazardous chemical spill, or active shooter.

PROCEDURES

Emergency preparedness and response planning is an important factor in ensuring worker safety, protecting the environment, public safety, and company assets. Therefore, operations do not require any worker to continue operating critical equipment during an emergency evacuation. Following an emergency evacuation, no worker is permitted to re-enter the building until authorized.

A written copy of the Emergency Action Plan shall be kept in the workplace and available to workers for review.
Training

The Safety Manager has overall responsibility of designating and training workers to assist in a safe and orderly evacuation as well as implementing this plan and updating as needed. Additionally, the Safety Manager will assist any worker who may need more information about the plan or an explanation of their duties under the plan. All workers shall be trained in the following areas:

- The Alarm System
- Various types of emergency scenarios (Fire, Chemical Release, Severe Weather, Lightening, etc.)
- Preferred means of reporting fires and other emergencies
- Emergency escape procedures and route assignments
- Procedures to account for all workers after emergency evacuation has been completed
- Rescue and medical duties for those workers who perform them
- Designated Meeting Areas (Muster Areas)

Refresher training is required; (1) When the plan is developed or the worker is assigned initially to a job, (2) When the worker's responsibilities under the plan change, or (3) When the plan is changed.
Alerting Building Occupants
In case of a fire, call the local Fire Department at 911. In addition, the smoke alarms will alert building occupants of the need for evacuation. Any pertinent fire or rescue information should be conveyed to the Fire Department.

Workers discovering a fire, smoky condition or any other emergency shall activate the fire alarm system and make a verbal announcement immediately.

Evacuation Procedures

When the fire alarm sounds or a verbal announcement is made, all workers should ensure that nearby workers are aware of the emergency, quickly shutdown operating equipment, close doors and exit the building.

All workers should proceed to their Designated Muster Area via their primary or alternate exits and await further instructions from their Safety Monitor.

REMEMBER R.A.C.E.

Rescue: When you discover a fire, rescue people in immediate danger if you can do so without endangering yourself.
Alarm: Sound the alarm by pulling a fire box and call 911 from a safe distance.
Confine: Close all doors, windows, and other openings.
Evacuate: Evacuate the building.

Designated Meeting Area

When an alarm sounds or a verbal announcement is made, all occupants will proceed to the nearest exit and gather at the designated meeting area or “Muster Area” which is pictured on the facilities emergency evacuation maps throughout the facility. The “Muster Area” is designated to be the safe meeting point for all workers. Once the evacuation has been completed, the Safety Monitor shall conduct a head count. The “Receptionist” will have the responsibility of bringing the “Sign-In Roster” to the Muster Area to account for all workers and visitors after the evacuation.

Rescue & Medical Duties

- Do not move injured workers
- Always keep injured workers lying down, covered, and warm
- Only trained workers will conduct rescue and medical duties

FALL PROTECTION

POLICY

Work activities where workers may be subject to falls and/or falling objects shall be conducted safely with associated hazards eliminated and/or controlled pertaining to the service provided by TRISTATE MASON LLC; hereafter referred to as "The Company".

This policy covers minimum performance standards applicable to all The Company workers and locations. Local practices requiring more detailed or stringent rules, or local, state, or other federal requirements regarding this subject can and should be added as an addendum to this procedure as applicable.

PURPOSE

To ensure that workers are protected from the hazards associated with falls and falling objects.

SCOPE

Applies to all The Company's work sites, (i.e., The Company offices, client job sites, etc.), where field construction related activities involve exposure to heights greater than or equal to six (6) feet and/or falling objects exist. In general industry (e.g., offices, shops, warehouses, etc.) exposure to heights greater than or equal to four (4) feet shall be in place of all references to the construction six (6) foot reference.

DEFINITIONS

Anchorage a secure point of attachment for lifelines, lanyards, or deceleration devices that is capable of supporting 5,000 lbs. per worker or two times the intended impact load, whichever is greater, or for a positioning system, 3,000 lbs. without failure.
Approved authorized by the Branch Safety Officer, tested and certified by the manufacturer or any recognized national testing laboratory to possess the strength requirements.
Catenary Line – see **Horizontal Lifeline**.
Competent Person an individual knowledgeable (through experience and/or training) of fall protection equipment, including the manufacturer's recommendations and instructions for the proper use, inspection, and maintenance; who is capable of identifying existing and potential fall hazards; who has the authority to take prompt corrective action to eliminate those hazards; and who is knowledgeable of the rules regarding the erection, use, inspection, and maintenance of fall protection equipment and systems.
Controlled Access Zone an area in which certain work may take place without the use of guardrail systems, personal fall arrest systems, or safety net systems and access to the zone is controlled.

Deceleration Device a device manufactured (fall) shock-absorbing device whereby the forces of the fall are rapidly reduced to meet acceptable levels.
Drop Line a vertical lifeline secured to an upper anchorage for the purpose of attaching a lanyard or device.
Worker every laborer regardless of title or contractual relationship.
Fall Arrest System personal the use of multiple, approved safety equipment components such as body harnesses, shock absorbing lanyards, deceleration devices, droplines, horizontal and/or vertical lifelines and anchorages, interconnected and rigged to ones body as to arrest a free fall.
Fall Protection Work Plan a written planning document in which the employer identifies areas in the work area where a fall hazard of 6 feet or greater exists, whereby conventional Fall Restraint and Fall Arrest Systems cannot be used.
Fall Restraint System an approved device and any necessary components that function together to restrain an worker in such a manner as to prevent that worker from falling to a lower level.
Fall Distance the actual distance from the worker's work platform (area) to the level where a fall would stop (ground level or otherwise).
Full Body Harness a configuration of connection straps to distribute a fall arresting force over at least the thighs, shoulders and pelvis, with provisions for attaching a lanyard, lifeline, positioning rings, or deceleration devices.
Full Body Harness System a Class III full body harness and shock absorbing lanyard attached to an anchorage or attached to a horizontal or vertical lifeline which is properly secured to an anchorage point.
Hardware snap hooks, D-rings, buckles, carabiniers, and adjusters used to attach the components of a fall protection system together.
Holes (floor, roof or walking surface) any opening in the floor greater than two inches whereby falling objects or an worker fall equal to, or greater than six foot is possible.
Holes (wall) – see **Wall Opening**.
Horizontal Lifeline an approved rail, rope, or synthetic cable installed in a horizontal plane between two anchorages and used for attachment of a worker's lanyard or lifeline device while moving horizontally.
Lanyard a flexible line of webbing, rope or cable (usually in two, four or six foot lengths) used to secure a harness to a lifeline or an anchorage point.
Leading Edge the advancing edge of a floor or roof, where a fall of more than six foot is possible to the ground or to another level.
Lifeline (vertical or horizontal) means an approved vertical line from a fixed overhead anchorage or horizontal line between two horizontal anchorages, independent of walking or working surfaces, to which a lanyard or device is secured.
Restraint Line a line from a fixed anchorage or between two anchorages to which an worker is secured in such a way as to restrict the worker from reaching a point where falling to a lower level is possible.
Safety Line – see **Lifeline**.
Shock Absorbing Lanyard a flexible line of webbing or rope used to secure a harness to a lifeline or anchorage point that has an integral shock absorber of either a rip-stitch or retractable configuration.
Snaphook – 'locking' hook at the end of a lanyard or restraining/positioning line that has a double-action locking mechanism intended to eliminate unintentional unhooking from the D-ring of a body harness. Non-locking snaphooks are prohibited.
Standard Guardrail a toprail at 42 inches high (plus or minus three inches), a midrail installed midway the top edge of the guardrail system and the surface.

Static Line – see **Lifeline**.
Toeboard a barrier at the base of the guardrail system to prevent material and objects from falling off the surface. They are at least four (4) inches of nominal height with no less than one (1) inch clearance from the surface.
Unprotected Sides and Edges any side or edge (except at entrances to points of access) of a floor, roof, ramp, or runway where there is no wall or guardrail system.
Walking/Working Surface any area whose dimensions are 45 inches or greater in all directions through which workers pass or conduct work, and can include scaffolding and aerial lifts regardless of surface dimensions.
Wall Opening a gap in a wall where the outside bottom edge is 6 feet or more above lower levels, and the inside bottom edge (e.g. parapit wall) is less than 39 inches above the walking/working surface.
Work Area that portion of a walking/working surface where work activities are being performed.

PROCEDURES

Training

Fall Protection training requirements shall include:

- New workers with work responsibilities requiring the use of fall protection will be oriented to The Company's Fall Protection Program
- At new worksites, The Company offices, client job sites, etc., during the pre-job meeting to describe specific fall protection requirements of the job
- Thereafter, every foreseeably exposed worker will be trained at least annually, and include the following:

    - The nature of fall hazards in the typical work area
    - The correct procedures for erecting, maintaining, disassembling, and inspecting fall protection systems
    - The use and operation of conventional and non-conventional fall protection systems
    - The role of each worker in the safety monitoring system when such a system is in use
    - The limitations on the use of mechanical equipment during the performance of roof work on low-slope roofs
    - The correct procedures for equipment and materials handling and storage, and the erection of overhead protection
    - The correct fit, maintenance and use of personal fall arrest system components, as determined by the manufacturer(s)
    - Rescue procedures in the event an individual falls

Toolbox talks for related issues of this program shall be covered periodically.

Retraining shall also occur whenever deficiencies in the training program are identified, standard requirements change or are modified or new fall protection systems are introduced.

Any worker who has not received orientation or annual training (as previously outlined) shall not be allowed to work at heights.

Training provided shall be documented and maintained in a training file. Training will include dates of training, instructor's name, worker signature, and course name.

Conventional Fall Arrest and Fall Restraints Systems shall be used where the exposure to falls greater than 6 foot and from falling objects as is reasonably foreseen. The following systems shall be used:

Guardrail System (fall restraint and potentially from falling objects)

Toprails and midrails of guardrail systems constructed of wood shall be at least ¼ inch diameter or thickness to prevent cuts and lacerations.

If wire rope is used for toprails, it shall be flagged at not more 6 feet intervals with high-visibility material. Steel and plastic banding are prohibited for use as toprails or midrails.

The top edge height of toprails, or (equivalent) guardrails shall be 42 inches, plus or minus 3 inches, above the walking/working level.

When workers are using ladders in distance proximity equivilent to the maximum use-length of the ladder, the top edge height of the top rail, or equivalent member, shall be increased an amount equal to the maximum use-length height of the ladder.

Screens, midrails, mesh, intermediate vertical members, or equivalent intermediate structural members shall be installed between the top edge of the guardrail system and the walking/working surface when there are no walls or parapet walls at least 21 inches high. When midrails are used, they shall be installed at a height midway between the top edge of the guardrail system and the walking/working level. When screens and mesh are used, they shall extend from the top rail to the walking/working level. Intermediate members, such as balusters, when used between posts, will not be more than 19 inches apart.

The guardrail system shall be capable of withstanding a force of at least 200 pounds of force applied within 2 inches of the top edge in any outward or downward direction. When the 200 pounds is applied in a down-ward direction, the top edge of the guardrail shall not deflect to a height less than 39 inches above the walking/working level.

Midrails, screens, mesh, intermediate vertical members, solid panels, and equivalent structural members will be capable of withstanding a force of at least 150 pounds of force applied in any downward or outward direction at any point along the midrail or other member.

Guardrail systems shall be free of sharp edges and burrs to protect against punctures or lacerations and to prevent clothing from snagging.

The ends of top rails and midrails shall not overhang terminal posts, except where such an overhang does not constitute a projection hazard.

When guardrail systems are used at hoisting areas, a chain, gate or removable guardrail section shall be placed across the access opening between guardrail sections when hoisting operations are not taking place. At uncovered holes, guardrail systems shall be set up on unprotected sides or edges. When holes are used for the passage of materials, the hole shall have not more than two sides with removable guardrail sections. When the hole is not in use, it shall be covered or provided with guardrails along unprotected sides/edges.

If guardrail systems are used around uncovered holes that are used as access points (such as ladderways), gates shall be used or the guardrail shall be offset at a 45 degree angle to prevent accidental walking into the hole. Toeboards shall be used around the edges not used as the actual access point.

If guardrails are used at unprotected sides or edges of ramps and runways, they shall be erected on each unprotected side/edge.

When guardrail systems, in combination with netting, is used to prevent materials from falling from one level to another, openings shall be small enough to prevent passage of potential falling objects.

Covers for Holes (fall restraint and from falling objects)

Covers (or a guardrail system with toe boards (Guardrail Systems within this section) shall be installed over holes equal to or greater then 2” in floors, roofs and walkways that are more than 6 feet above lower levels.

Hole covering material shall support at least two times the potential weight that will cross over it. If plywood is chosen as the cover material, it shall be of at least ¾ inch in thickness.

Hole covers shall be secured in place in such a manner as to not easily be displaced. Examples of securing methods include, but are not limited to: nailing, attached cleats, wire, etc.

Such covers shall have the word ‘HOLE’ or ‘COVER’ predominately marked on the top surface. Where covers are too small for such marking, they shall be painted or significantly marked in the color orange.

Restraining/Positioning System (fall restraint)

Only full body harness systems with positioning rings are to be used with any restraining/positioning system.

Restraint line (rope) length shall not exceed the distance to fall exposure, and shall be secured to an anchorage capable of supporting at least twice the potential impact load of an worker's fall or 3,000 pounds, whichever is greater.

Requirements for body harness systems, snaphooks, D-rings, and other connectors used with positioning device systems shall meet the same criteria as those for fall arrest systems.

No makeshift fall protection equipment may be used.

Body belts are prohibited.

Personal Fall Arrest System

Personal Fall Arrest Systems shall do all of the following:

- Limit maximum arresting force on an worker to 1,800 pounds. Note: total body weight including tools cannot exceed 310 lbs. to stay under arresting force limit
- Be rigged so that an worker can neither free fall more than 6 feet nor contact any lower level
- Bring an worker to a complete stop and limit maximum deceleration distance an worker travels to 3.5 feet
- Have sufficient strength to withstand 5000 lbs. (excluding horizontal lifelines which require a safety factor of at least two times the potential impact energy)
- All components of the personal fall arrest system (lanyards, body harness and attached hardware, and shock-absorbing devices) shall meet the design specifications of local or federal regulations

The following items/actions are prohibited for use with personal fall arrest systems:

- Body belts
- Non-locking snaphooks
- Lanyards without shock absorbers
- Tying back to the lanyard (once around another object) for a means of an anchorage point, unless the lanyard was designed for this purpose by the manufacturer, the object tied around can support the anticipated fall force and the object does not have sharp edges or burrs

Personal fall arrest systems shall be used in the following manner:

Pre-Use Inspection

All components shall be inspected prior to each use for wear damage, and other deterioration in accordance with manufacturer's requirements (see equipment inspection and maintenance procedures).

General Proper Body Harness Fit Guidelines (two workers are usually required to completely fit each other)

The body harness type and size shall meet the physical needs of its user (male/female or small, medium, large, etc.).

Follow the manufacturer's guidelines on proper fit.

Shoulder, thigh, button and chest straps shall be fit snugly whereas it is slightly difficult to slide the hand underneath.

Loose straps ends shall be folded back under.

D-ring placement should be between the shoulder-blades.

Chest straps should be positioned across the mid-chest area.

Sufficient Anchorage Points Used

Anchorages shall be used under the supervision of a competent person, as part of a complete personal fall arrest system that maintains a safety factor of at least two (i.e., capable of supporting at least twice the weight expected to be imposed upon it).

Anchorages used to attach personal fall arrest systems will be independent of any anchorage being used to support or suspend platforms and shall be capable of supporting at least 5,000 pounds of force per worker attached.

Anchorage points can include:

- Lifelines (horizontal and vertical)
- Designed anchorage points on aerial lifts
- Eye-bolts listed for use by the manufacturer
- Specially designed anchorage tools specifically designed to meet fall force requirements, including:
- Wrap-around lanyards as approved by the manufacturer
- I-beam clamps designed specifically as an anchorage point

Prohibited anchorage points include, but are not limited to:

- Standard guardrails and railing
- Ladders/rungs
- Scaffolding, unless approved by the manufacturer for/with anchorage points

- Light fixtures, ductwork, conduit, pipe vents, wiring/duct/piping harnesses, other roof stacks, vents or fans
- C-clamps
- Piping (unless capable of meeting the criteria of an anchorage point)
- To a lanyard (around a solid object), unless the lanyard and hardware is manufactured for that purpose

Lifeline/Lanyard Applications

Lanyards shall only be attached to anchorage points sufficient to meet the fall force requirements.

Shock-absorbing lanyards are required to limit the fall force to less than 1800 pounds.

Self-retracting lanyards (retractables) capable of withstanding the tensile load of 3,000 lbs. that limit the free fall distance to two (2) feet or less are always recommended and are required when the fall distance is less than ninteen and one-half (19.5) feet.

Lanyards that do not limit free fall distance to 2 feet or less, such as ripstitch lanyards and tearing/deforming lanyards will be capable of sustaining a minimum tensile load of 5,000 pounds applied to the device with the lifeline or lanyard in the fully extended position.

Horizontal lifelines will be designed, installed, and used under the supervision of a Competent Person, as part of a complete personal fall arrest system. Lifelines shall be protected against being cut or abraded. Horizontal lifelines cannot exceed sixty feet in length.

Vertical lifelines shall be used with leading edge work, shall reach the ground, and the method of anchorage attachment shall be of proper design (i.e. no knots).

Safety Net System (fall arrest and potentially from falling objects)

When used, safety nets shall be installed as close as practicable under the walking/working surface on which workers are working and never more than 30 feet below such levels.

Safety nets will be inspected at least once a week for wear, damage, and other deterioration. The maximum size of each safety net mesh opening will not exceed 36 square inches nor be longer than 6 inches on any side, and the openings, measured center-to-center, of mesh ropes or webbing, will not exceed 6 inches.

Defective/unfit nets are not to be used and are to be taken from service and immediately destroyed by cutting into unuseful sizes and properly disposed.

Mesh crossings will be secured to prevent enlargement of the mesh opening. Each safety net or section will have a border rope for webbing with a minimum breaking strength of 5,000 pounds.

Connections between safety net panels will be as strong as integral net components and be spaced no more than 6 inches apart.

Safety nets shall extend outward from the outermost projection of the work surface as follows:

Vertical distance from working level to horizontal plane of net surface.	Minimum required horizontal distance of outer edge of net from edge of working surface.
Up to 5 feet	8 feet
More than 5 feet up to10 feet	10 feet
More than 10 feet	13 feet

Safety nets shall be tested at the beginning of eac workday and shall be capable of absorbing an impact force of a drop test consisting of a 400-pound bag of sand 28-32 inches in diameter dropped from the highest walking/working surface at which workers are exposed, but not from less than 42 inches above that level. Workers shall not be allowed in work areas controlled with safety nets until this test is complete.

If safety nets are used for the dual purpose of worker fall protection and the protection of other workers from fall objects, the net webbing opening shall be small enough to prevent passage of potential falling objects.

Items that have fallen into safety nets, such as materials, scrap, equipment, and tools, shall be removed as soon as possible and at least before the next work shift.

Where conventional fall restraint and fall arrest methods cannot be used (or used safely), the following non-conventional methods can be used:

A written work plan shall be developed when a project or task possesses a fall exposure whereby these systems are used.

A Competent Person will develop and implement a written Fall Protection Work Plan including each area of the work place where the workers are assigned and where fall hazards of 6 feet or more will exist. The Risk Assessment for this project/task should be reviewed for this document.

The written Fall Protection Work Plan shall include:

- Identification of fall hazards in the work area
- Describe the non-conventional method (or in combination with conventional method) of fall protection to be provided
- Describe the correct procedures for the assembly, maintenance, inspection, and disassembly of any fall protection system to be used

- Describe the correct procedures for the handling, storage, and securing of tools and materials
- Describe the method of providing overhead protection for workers who may be in or pass through the area below the work site
- Describe the method for prompt, safe removal of injured workers
- Describe the method for destruction of personal fall arrest system equipment subjected to the forces of any fall
- Be available at all times on the jobsite

Controlled Access Zone System

Controlled access zone systems shall be set up as follows:

- Zone shall be established no closer than six (6) feet or further than twenty-five (25) feet from any leading edge
- Control line shall extend parallel along the entire length of the unprotected or leading edge
- Only trained workers are allowed in the Zone
- The Zone shall have signage marking it as a 'Controlled Access Zone'

Warning Line System (pitches of ≤4:12 and flat surfaces only)

Warning line systems consist of ropes, wires, or chains, and supporting stanchions and are set up as follows:

- Flagged at not more than 6-foot intervals with high-visibility material
- Rigged and supported so that the lowest point including sag is no less than 34 inches from the walking/working surface and its highest point is no more than 39 inches from the walking/working surface
- Stanchions, after being rigged with warning lines, will be capable of resisting, without tipping over, a force of at least 16 pounds applied horizontally against the stanchion, 30 inches above the walking/working surface, perpendicular to the warning line and in the direction of the floor, roof, or platform edge
- The rope, wire, or chain will have a minimum tensile strength of 500 pounds, and after being attached to the stanchions, shall support without breaking the load applied to the stanchions as prescribed above
- Line will be attached to each stanchion in such a way that pulling on one section of the line between stanchions will not result in slack being taken up in the adjacent section before the stanchion tips over
- Warning lines will be erected around all sides of roof work areas. When mechanical equipment is being used, the warning line will be erected not less than 6 feet from the roof edge parallel to the direction of mechanical equipment operation, and not less than 10 feet from the roof edge perpendicular to the direction of mechanical equipment operation

When mechanical equipment is not being used, the warning line shall be erected not less than 6 feet from the roof edge.

The warning line system shall be used in conjuction with one of the following:

- Safety monitoring system (most common)
- Personal fall arrest system
- Safety net system
- Guardrails

Safety Monitoring System

A competent person will appoint the 'safety monitor' and will ensure that the safety monitor:

- Is competent in the recognition of fall hazards
- Is capable of warning workers of fall hazard dangers and in detecting unsafe work practices
- Is operating on the same walking/working surfaces of the workers and can see them
- Is close enough to work operations to communicate orally with the workers and has no other duties but the monitoring function
- Has the authority to stop work

Only workers engaged in roof/surface work and the safety monitor shall be allowed in an area where a worker is being protected by a safety monitoring system.

Specific Fall Hazard Procedures

Aerial Personnel Lifts

Workers using aerial personnel lifts (e.g. scissor lifts, genie lifts, cherry-pickers, boom-lifts, etc.) shall use a restraint/positioning system or personal fall arrest system, even though a guardrail system is in place.

Attachment points for these systems shall be capable of withstanding 5,000 pounds and shall be maintained in the floor of the lift or where designed by the manufacturer.

Rails of such lifts shall not to be used as attachment points unless designed for that purpose by the manufacturer.

Excavations

Workers who work at the edge of an excavation 6 feet or more deep will be protected from falling into the excavation by guardrail systems or covers.

Where walk-ways are provided to permit workers to cross over excavations, guardrails are required on the walkway if the fall would be 6 feet or more to the lower level.

Hoist Areas

Each worker in a hoist area will be protected from falling 6 feet or more by guardrail, restraint/positioning or personal fall arrest systems. If guardrail systems (or chain gate or guardrail), or portions thereof, must be removed to facilitate hoisting operations, as during the landing of materials, and a worker shall lean through the access opening or out over the edge of the access opening to receive or guide equipment and materials, that worker shall be protected by a personal fall arrest system.

Falling Objects (additional protection from)

Except for scaffolding and aerial lifts, no materials or equipment shall be stored within 6 feet of working edges. When canopies are used as protection from falling objects, canopies shall be strong enough to prevent collapse and to prevent penetration by any objects that may fall onto them.

When toeboards are used as protection from falling objects, they shall be erected along the edges of the overhead walking or working surface for a distance sufficient to protect persons working below. Toeboards will be capable of withstanding a force of at least 50 pounds of force applied in any downward or outward direction at any point along the toeboard. Toeboards will be a minimum of four (4) inches tall from their top edge to the level of the walking/working surface, have no more than one (1) inch clearance between its bottom and the surface.

Ladders

If work is performed outside the rails of a ladder equal to, or exceeding 6’ ; or if three-point contact on the ladder cannot be maintained, a Personal Fall Arrest Systems shall be used if anchorage points are available.

If anchorage points are not available or other traditional fall control systems are not feasible, a non-conventional system can be used.

Leading Edge Work

Workers near a leading edge 6 feet or more above lower levels shall be protected by guardrail, safety net, restraint/positioning, or personal fall arrest systems.

Roofs (work from or on)

Low-sloped (<4:12 pitch)

Workers engaged in roof activities on low-slope roofs with unprotected sides and edges feet or more above lower levels will be protected from falling by guardrail systems, safety net systems, personal fall arrest systems or a combination of a warning line system and guard-rail system, warning line system and safety net system, warning line system and personal fall arrest system, or warning line system and safety monitoring system.

Steep Roofs (>4:12 pitch)

Workers on a steep roof with unprotected sides and edges 6 feet or more above lower levels will be protected by either guardrail systems with toeboards, a safety net system, or a personal fall arrest systems.

Wall Openings

Worker working on, at, above, or near wall openings (including those with chutes attached) shall be protected from falling by the use of either a guardrail system, a safety net system, or a personal fall arrest system.

Equipment Inspection and Maintenance Procedures

Inspection, Replacement and Destruction

All equipment hereafter noted shall be visually inspected before each use, replaced immediately if any of the defective conditions are found, tagged 'out of service' and sent back to the safety coordinator for destruction.

Body Harness Inspection

Beginning at one end, holding the body side of the harness toward you, grasp one area of the harness with your hands six to eight inches apart. Bend the strap in an inverted "U". Follow this procedure the entire length of the belt or harness. Watch for frayed edges, broken fibers, pulled stitches, cuts, burn marks or chemical damage. Special attention should be given to the attachment of buckles and D-rings to strap webbing. Inspect for frayed or broken strands. Broken webbing strands generally appear as tufts on the webbing surface.

Rivets should be tight and unmovable with fingers. Body-side rivet base and outside rivet burr should be flat against the material. Bent rivets will fail under stress. Especially note condition of D-ring rivets and D-ring metal wear pads (if applicable). Discolored, pitted, or cracked rivets indicate chemical corrosion.

The tongue or billet of bolts receives heavy wear from repeated buckling and unbuckling. Inspect for loose, distorted, or broken grommets. Harnesses using punched holes without grommets should be checked for torn or elongated holes causing slippage of the tongue buckle.

Hardware (Buckles, D-Rings, Snaps and Thimbles)

Buckle tongues should be free of distortion in shape and motion. They should overlap the buckle frame and move freely back and forth in their socket. Roller should turn freely on frame. Check for distortion or sharp edges.

Inspect the friction buckle for distortion. The outer bars and center bars must be straight. Pay special attention to corners and attachment points of the center bar.

Inspect the sliding bar buckle frame and sliding bar for cracks, distortion, or sharp edges. The sliding bar should move freely. Knurled edge will slip if worn smooth. Pay special attention to corners and ends of sliding bar.

Inspect the forged steel D-ring for cracks or other defects. Inspect the assembly of the D-ring to the body pad or D-saddle. If the D-ring can be moved vertically independent of the body pad or D-saddle, the harness should be replaced. Check D-Rings and D-Ring metal wear pad (if any) for distortion, cracks, breaks, and rough or sharp edges. The D-Ring bar should be at a 90 degree angle with the long axis of the belt and should pivot freely.

Inspect closely for hook and eye distortions, cracks, corrosion, or pitted surfaces. The keeper (latch) should seal into the nose without binding and should not be distorted or obstructed. The keeper spring should exert sufficient force to firmly close the keeper.

The thimble must be unmovable in the eyes of the splice, and the splice should have no loose or cut strands. The edges must be free of sharp edges, distortion, or cracks.

Lanyard (shock-absorbing)

Begin at one end and work to the opposite end. Slowly rotate the lanyard so the entire circumference is checked. Factory spliced ends require particular attention.

Lanyard (Webbing) Retractable

Bend the webbing over a non-lacerating edge, observe each side of the webbed lanyard. This will reveal any cuts or breaks. Swelling, discoloration, cracks, and charring are obvious signs of chemical or heat damage. Closely observe for any breaks in the stitching.

Rope

Rotation of the rope lanyard while inspecting from end to end will bring to light any fuzzy, worn, broken, or cut fibers. Areas weakened by extreme loads will appear as noticeable change in original diameter. The rope diameter should be uniform throughout, following a short break-in period. Strands should be separated and inspected since the rope may wear on the inside if grit or moisture becomes embedded.

Storage/Cleaning

Storage areas shall be maintained as clean, dry and free of exposure to fumes or corrosive elements.

Cleaning methods established by the manufacturer shall be followed for all components. Generally, the following applies for body harnesses:

- Wipe off surface dirt with a sponge dampened in plain water. Squeeze the sponge dry.Dip the sponge in a mild solution of water and commercial soap or detergent. Work up a thick lather with a vigorous back and forth motion
- Wipe the belt dry with a clean cloth. Hang freely to dry but away from excessive heat and UV rays
- Bolts and other equipment should dry thoroughly without close exposure to heat, steam, or long periods of sunlight
- Mildly dirty cotton may be cleaned normally. For heavy dirt or grease, soak belts in a solution of one tablespoon of grease cutter to one gallon of water. DO NOT USE A STRONGER SOLUTION. After soaking, rinse again, then hang to dry
- Fall protection, which is not in the original package, shall be stored in a clean, dry area protected from UV rays

Post-Fall or Near-Miss Incidents

Fall incidents and near-misses shall be thoroughly investigated to determine root causes and facilitate corrective measures to prevent reoccurences.

Workers involved in a fall equal to, or greater then 6’ shall be required to receive an immediate medical evaluation.

All components of a personal fall arrest system involved in any fall with a fall distance of over six feet shall be immediately and completely replaced. Such equipment shall be tagged ‘out of service’ and sent back to the safety coordinator for destruction.

FIRE PROTECTION

PURPOSE

Fire Prevention/Protection Policy is intended to provide compliance with all related regulations and standard safe work practice. The purpose of the policy is to prevent fires and to provide guidelines for action if a fire does occur.
Fire prevention program combines the following policies:

- PPE Policy
- Electrical Safety Policy
- Emergency Action Plan

These policies encompass methods used for incidence avoidance, incident response and specialized training required in the event of a fire.
Issues addressed in the above policies include, but are not limited to:

- Evacuation Procedure
- Extinguisher Training
- Basic Process Safety Training (if applicable)
- Hot Work Safety Training (if applicable)
- Confined Space Entry Safety Training (if applicable)
- Emergency Life Support Training
- Respiratory Protective Devices Training (if applicable)
- Assured Grounding Programs

POLICY

Workers shall be informed of the proper actions to take in the event of a fire. This includes, but is not limited to, notification and evacuation procedures. It is STRESSED that at no time does the task of fighting fire supersede an employee's primary duties of:

- Ensuring their own personal safety and the safety of others
- Reporting the incident to the proper authority and ensuring personnel accountability for yourself and all subordinates at the jobsite, in accordance with company and client policy

PROCEDURES

- All workers are responsible for good housekeeping practices to enhance fire prevention methods
- Supervisors will be held accountable for the housekeeping of their job sites
- If applicable, welding machine mufflers will be equipped with an approved spark arresting muffler

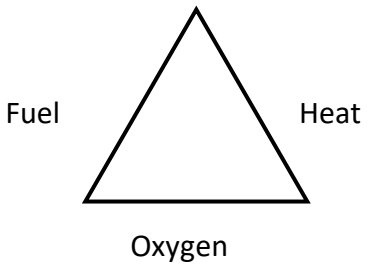
- Only approved containers will be used during fueling operations. These shall be of the self-closing type
- Combustible and flammable liquids shall be handled and stored in approved containers, cabinets, and areas that are designed for fire prevention. All combustible and flammable materials will be handled and stored in compliance with applicable regulations and client requirements. The quantity of flammable/combustible material shall be kept to a minimum on the job site
- Welding, cutting, and grinding sparks shall be contained
- Hot work areas shall be kept wetted down, and a fire extinguisher and hose maintained on each jobsite
- Oily rags shall be immediately disposed of in designated hazardous waste containers
- No hot work is to be performed without a Hot Work Permit
- All vehicle entry into process areas requires a permit or permission from the operator
- Use bonding straps to discharge and prevent static charges during transfer of flammable liquids from one container to another
- Report all spills or suspicious odors immediately
- Fire extinguishers are to be kept in areas easily accessible to workers. Only approved fire extinguishers are to be used. They must have an inspection tag attached and be maintained in a fully charged, ready to operate state. Portable fire extinguishers are to be inspected monthly and annually with documentation supporting the inspection and maintenance schedule. Training is provided to all workers who use or may use fire extinguishers. Fire extinguisher training will include general principles of fire and extinguisher use and the hazards involved with incipient stage firefighting.
- **NEVER** put yourself or others at risk while attempting to extinguish an incipient fire
- **DO NOT USE** any fire hoses larger than 1-3/4”, unless fully trained as an industrial firefighter
- **NEVER** attempt to extinguish a pressurized fuel fed fire
- **DO NOT** direct a fire nozzle with a straight stream at any type of LPG fire. This action could extinguish the fire, producing an LPG vapor cloud capable of detonation
- **DO NOT USE** fire monitors as the force can damage small equipment and certain high chrome alloy equipment cannot have water applied as cracking could occur
- **DO NOT APPLY** water to any acid or caustic release as it can cause a violent reaction. Additionally, low concentration acids or caustics become extremely corrosive, causing an increasing leak condition.

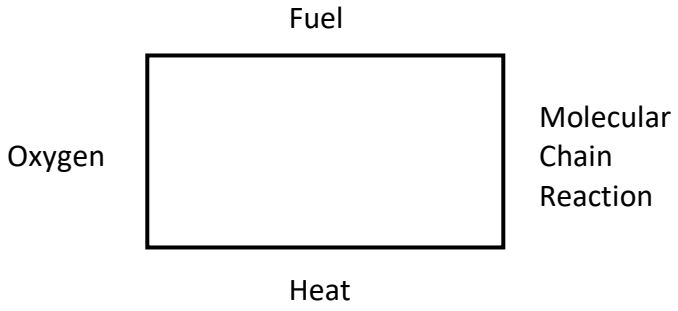
In the Event of a Fire

- Remain calm
- Only extinguish a fire when it is clearly within your abilities and the equipment available
- Know the location of the nearest alarm and how to activate the emergency system
- Know the evacuation routes and collection points
- If the fire cannot be extinguished, leave the area immediately and report to your evacuation area
- Await further instructions from the Incident Commander, or designated responsible personnel

Basic Fire Science

The combination of fuel, heat, oxygen equals the well-known fire triangle. To understand fire better, a fourth factor is added, a molecular chain reaction. This is because fire results from a series of reactions in which complicated molecules "crack" into easily oxidized fragments. Disruption of this chain, along with the removal of fuel, heat, or oxygen, is recognized as a method of fire extinguishment through the use of dry chemical extinguishers.





- **Heat Energy** - Can be produced by building up molecules (composition) or breaking apart (decomposition) by heat or a solution when materials are dissolved in a liquid, or by combustion.
- **Heat Transfer** - A law of physics states that heat tends to flow up from a hot substance or place to a cold substance or place. This is through conduction (transfer of heat through a medium such as metals) or through convection (transfer of heat with a medium-usually circulatory).
- **Fuels** - Those substances that will burn when heat is applied. The most common fuels are not pure elements such as carbon, but compounds and mixtures such as paper and wood.
- **Oxygen** - Makes up a major portion of the oceans and earth's crust and one-fifth of our atmosphere. Atmospheric oxygen is the major source of oxygen that supports combustion. Oxygen itself does not burn, however, without it, combustion is impossible. Normal burning is the combination of fuels with oxygen under the influence of heat.
- **Combustion** - A rapid oxidation or chemical combination accompanied by heat.
- **Oxidation** - The ability of materials to produce oxygen during a chemical reaction.
- **Spontaneous Combustion** - When oxidation is allowed to occur, enough oxygen is available, heat is produced, molecules become more energetic and combine with oxygen at an increasing rate, temperatures rise, and visible heat (flames) are produced.

Classes of Fires

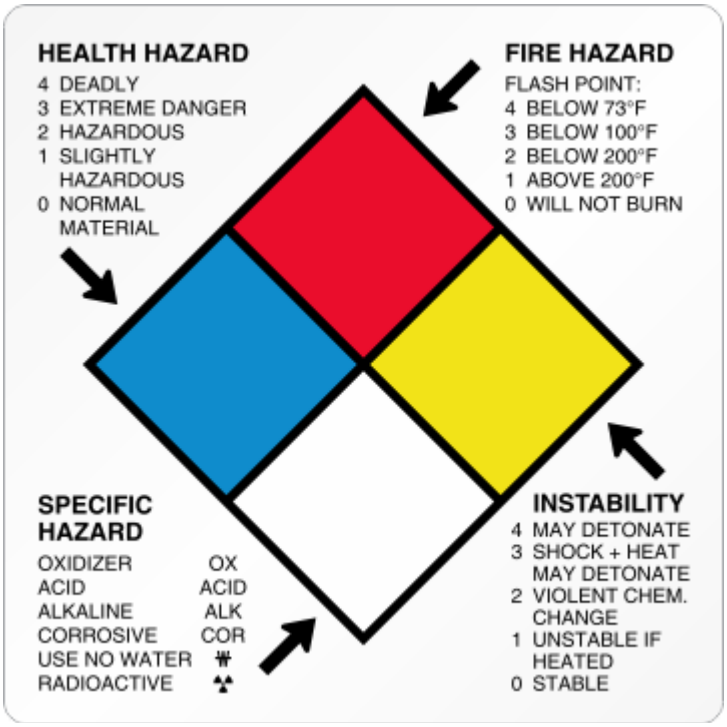
- Class A - Ordinary combustibles (wood/paper/textiles)
- Class B - Flammable liquids (gasoline/oils/grease)
- Class C - Live electric (wiring/generators/motors)

- Class D - Combustible metals (finely divided form/chips, turnings)
- Class K – Kitchen (oils/grease)

Types of Fire Extinguishers

- **Water** - extinguisher for ordinary combustible fires
- **Dry Chemical or CO2** - extinguisher for electrical equipment fires and for flammable liquid fires
- **Multipurpose Dry Chemical** - extinguisher for ordinary combustible fires, liquid fires, and electrical equipment fires
- **Foam** - extinguishing agent for hydrocarbon fires

NFPA Diamond:



FIRST AID

PURPOSE

TRISTATE MASON LLC, hereafter referred to as "The Company", is committed to the safety and health of workers and to ensure prompt medical attention for injuries that occurs at work are managed appropriately.

SCOPE

This program applies to all workers, visitors, and contractors under company responsibility.

RESPONSIBILITIES

Employer Responsibilities

Ensure every worker receives training that explains first aid procedures.

Determine who must be trained to render first aid with the appropriate practices and techniques, including response to site-specific hazards.

Ensure the first aid response plan, amount of first aid trained personnel, equipment and all other hazard controls reflect workplace hazards as determined in job hazard analyses and worksite inspections.

Ensure first aid kits remain fully stocked and any emergency response equipment is in good condition.

Worker Responsibilities

Follow the first aid program.

If trained in first aid, render care as needed.

PROCEDURES

First Aid Training

First aid and medical facilities will be made available on site. In the absence of medical facilities there shall be a sufficient number (but not less than one) of workers on each shift certified in first aid and CPR to provide adequate first response medical care.

Each designated first aider will receive training and will have a valid certificate in first aid training from an authorized organization.

First Aid Kits

The Company provides a First Aid Kit on the premises. It is there for worker's use in the treatment of minor scratches, burns, headaches, nausea, etc. All workers shall know the location of the First Aid Kit and shall notify their supervisor if they need to use the First Aid Kit. If a worker has a work-related injury or illnesses that requires professional medical assistance, they shall notify their supervisor as soon as possible.

The TITLE OF RESPONSIBLE PERSON shall inspect First Aid Kits before the kits are sent out to each job and on a weekly basis to ensure each kit has the required number of supplies.

Medical Treatment

Non-Emergency Medical Treatment

For non-emergency work-related injuries requiring professional medical assistance, management must first authorize treatment. If a worker sustains an injury requiring treatment other than first aid, they shall:

- Inform their supervisor
- Provide details for the completion of the accident investigation report
- Workers shall use the nearest wash facility or eyewash station in the event a worker accidentally spills or splashes injurious chemicals or liquids on their clothing or body

Emergency Medical Treatment

If a worker sustains a severe injury requiring emergency treatment:

- Injured workers should call for help and seek assistance from a co-worker or supervisor immediately.
- A trained first aid provider will render emergency first aid and request assistance for transportation to the local hospital emergency room or other resources as needed.
- Prior to the start of a job, The Company will ensure that arrangements are in place to transport injured workers from the jobsite to the nearest health care facility.
- The phone number of the ambulance service is to be conspicuously posted and provided to all employees for response to an emergency condition.
- If an ambulance is not available, The Company will ensure other transportation is available to accommodate the injured. This transportation will:
    - Be suitable, considering the distance to be travelled and the types of acute illnesses or injuries that may occur at the work site

  - Protect occupants from the weather
  - Have systems that allow the occupants to communicate with the health care facility to which the injured or ill worker is being taken
  - Be able to accommodate a stretcher and an accompanying person if required

- Provide details for the completion of the accident investigation report.

FIT FOR DUTY

PURPOSE

TRISTATE MASON LLC, hereafter referred to as “The Company”, is committed to providing a safe working environment and to protecting the health and safety of workers, staff, visitors, and The Company property.

DEFINITIONS

Fitness for Duty - physical and mental health status that facilitates the performance of essential job duties in an effective manner and protects the health and safety of oneself, others, and property.
Medical certification - a document from a medically appropriate, licensed provider attesting to a worker's fitness for duty following an extended medical absence. Allowable costs to obtain the certification are paid by Workers Compensation for work-related absences, and by the worker and the worker's health insurance for absences which are not work-related.
Medical evaluation - An examination performed by a designated health professional, including but not limited to a health history, physical and/or psychological examination and any medically indicated diagnostic studies. The cost is paid by the employer.
Reliable report - self-disclosure or third-party opinion about a worker's possible lack of fitness for duty which is assessed as reasonable by the manager/supervisor considering such factors as the relationship of the reporter to the worker, the seriousness of the worker's condition, the possible motivation of the reporter and how the reporter learned the information.
Working hours - beginning with a worker's starting time and ending with the worker's quitting time as well as any time a worker is on call. All work activities are included whether they occur on or outside The Company properties.

RESPONSIBILITIES

Worker responsibilities

Reporting to work, fit for duty.

Notifying the manager/supervisor when not fit for duty.

Notifying the manager/supervisor when observing a co-worker who may not be fit for duty (in cases where the possibly impaired individual is the worker's manager, the worker should make the notification to the next higher-level manager or the Director of Human Resources/Payroll).

Cooperating with a manager/supervisor's directive, and, or referral for a medical evaluation.
Manager/supervisor responsibilities

Observing the attendance, performance, and behavior of workers they supervise.

Interviewing a worker who appears to the manager/supervisor, (or third-party report) unfit for duty and referring a worker for a medical evaluation when appropriate.

Recording the reasons/observations, that triggered a fitness for duty medical evaluation referral.

Utilizing this policy in a fair and consistent manner, respecting the worker's privacy, and the confidentiality of medical information.

PROCEDURES

Return to Work (after an extended medical absence)

- Manager/supervisor receives medical certification from worker prior to their return to work, with suggested accommodations, if applicable.
- Manager/supervisor determines whether worker can perform essential functions of the job with or without accommodation, accepting suggested accommodations or developing alternative accommodations.
- Manager/supervisor provides accommodations if applicable per job description/scope and worker complies with medical direction provided by physician or healthcare professional.

Triggering Event occurs when a manager/supervisor observes or receives a reliable report of a worker's possible lack of fitness for duty. Observations may include, but are not limited to a worker's self-reports, manual dexterity, coordination, alertness, speech, vision acuity, concentration, response to criticism, interactions with co-workers and supervisors, suicidal or threatening statements, change in personal hygiene, presence of condition likely to lead to food borne disease transmission, memory and/or odor of alcohol or marijuana. Management actions include:

- Manager/supervisor interviews workers, when possible.
- Manager/supervisor assesses magnitude of safety risk and are encouraged to contact Human Resources/Payroll for assistance.
- No Risk: keep notes of events.
- Minor Risk: encourage workers to use Worker Assistance Program (see The Company policy) or seek medical treatment; document event.
- Significant Risk: Contact local Police if appropriate, place worker on paid leave of absence (sick leave or paid administrative leave, depending on situation, arrange for worker's safe transportation home if situation warrants. Refer worker to Worker Assistance Program or for medical evaluation, implement discipline, if appropriate.
- Severe risk: Contact local Police, place worker on paid leave of absence, arrange for worker's safe

transportation home, and implement appropriate discipline.

Outcomes

Workers voluntarily seeking assistance for physical (including controlled substance, drug, and alcohol abuse/addictions), mental, and/or emotional problems before their work performance or attendance is adversely affected will not have their employment status jeopardized for seeking assistance.

Workers cooperating in a medical evaluation and in compliance with recommendations for medical, psychological and/or chemical dependence treatment may be returned to the job provided appropriate discipline, if warranted, has taken place.

Workers posing a severe risk may be subject to discipline up to and including termination of employment.

Worker Signature _____ Date_____

Printed Name _____

Supervisor/Manager Signature _____

Date _____

HAZARD COMMUNICATION

PURPOSE

The purpose of this plan is to establish a program and procedures for the safe use of hazardous chemical substances pertaining to the service provided by TRISTATE MASON LLC; hereafter referred to as "The Company".

The Occupational Safety and Health Administration (OSHA) Hazard Communication Standard (HCS) 29 CFR 1910.1200 (General Industry) and 29 CFR 1926.59 (Construction Industry) call for the development of a hazard communication program when workers may be exposed to any chemical in the workplace under normal conditions of use or in a foreseeable emergency. In 2012, OSHA revised the HCS to align with the Globally Harmonized System of Classification and Labeling of Chemicals (GHS). As a result, this program has been revised to comply with the requirements of the OSHA HCS 2012. The written hazard communication program will include and address the following criteria to satisfy the minimum requirements of the OSHA HCS 2012:

- List of all hazardous chemicals known to be present in the workplace or individual work area
- Methods used to ensure that all containers, including pipes and holding tanks, are labeled, tagged, or marked properly
- Methods used to obtain and maintain safety data sheets (SDSs)
- Methods used to provide workers with information and training on hazardous chemicals in their work areas
- Methods used to inform workers of the hazards of non-routine work practices
- Methods used to provide the workers of other employers (e.g., consultants, construction contractors and temporary workers) on-site access to SDSs for each hazardous chemical that the other employer's workers may be exposed to while working in the workplace
- Methods used to inform the workers of other employers of precautionary measures that need to be taken to protect themselves during the workplace's normal operating conditions and in foreseeable emergencies
- Methods used to inform the workers of other employers of the labeling system used in the workplace

The hazard communication program will identify the following:

- Key personnel responsible for the program
- Location of chemical inventory list and SDSs
- Workplace labeling system
- Good work practices and procedures to minimize exposures
- How training will be performed
- Procedures to maintain the program and update the required information
- How records will be maintained

RESPONSIBILITIES

The (Safety Coordinator OR APPROPRIATE TITLE), is responsible for administering the hazard communication program.

This person is also responsible for:

- Reviewing the potential hazards and safe use of chemicals
- Maintaining a list of all hazardous chemicals and a master file of SDSs
- Ensuring that all containers are labeled, tagged, or marked properly
- Providing new-hire and annual training for workers
- Maintaining training records
- Monitoring the air concentrations of hazardous chemicals in the work environment
- Properly selecting and caring for personal protective equipment
- Directing the cleanup and disposal operations of the spill control team
- Identifying hazardous chemicals used in nonroutine tasks and assessing their risks
- Informing outside contractors who are performing work on company property about potential hazards
- Reviewing the effectiveness of the hazard communication program and making sure that the program satisfies the requirements of all applicable federal, state, or local hazard communication requirements

The purchasing agent or delegate is responsible for:

- Contacting chemical manufacturers and/or distributors to obtain SDSs and secondary labels for hazardous chemicals used or stored in the workplace

The receiving department is responsible for:

- Reviewing incoming hazardous chemicals to verify correct labeling
- Holding hazardous chemicals in the receiving area until receipt of the SDS for the product

Workers are responsible for the following aspects of the hazard communication program:

- Identifying hazards before starting a job
- Reading container labels and SDSs
- Notifying the supervisor of torn, damaged, or illegible labels or of unlabeled containers
- Using controls and/or personal protective equipment provided by the company to minimize exposure
- Following company instructions and warnings pertaining to chemical handling and usage
- Properly caring for personal protective equipment, including proper use, routine care and cleaning, storage, and replacement
- Knowing and understanding the consequences associated with not following company policy

concerning the safe handling and use of chemicals
- Participating in training

PROCEDURES

Chemical Inventory List

Attached to this program is a list of hazardous chemicals used, produced and/or stored at The Company.

Copies of the chemical inventory list are available in the ENTER LOCATION HERE.

This list will contain the product identifier that is referenced on the appropriate SDS, the location or work area where the chemical is used, and the personal protective equipment and precautions for each chemical product. This list will be updated annually and whenever a new chemical is introduced to the workplace.

Labels and Other Forms of Warning

Each container of hazardous chemicals received from the chemical manufacturer, importer or distributor will be labeled with the following information:

- Product identifier
- Signal word
- Hazard statement(s)
- Pictogram(s)
- Precautionary statement(s)
- Name, address and telephone number of the chemical manufacturer, importer, or other responsible party

The Company will use the GHS labeling system for secondary containers. When a chemical is transferred from the original container to a portable or secondary container, the container will be labeled, tagged, or marked with a GHS label containing the following information:

- Product identifier
- Signal word
- Hazard statement(s)
- Pictogram(s)
- Precautionary statement(s)

The Company workers will ensure labels are not defaced or removed on containers of hazardous chemicals. Portable containers into which hazardous chemicals are transferred from labeled containers and that are intended for the immediate use of the worker who performs the transfer do not require a label. If the portable

container will be used by more than one worker or used over the course of more than one shift, the container must be labeled. Food and beverage containers should never be used for chemical storage.

Signs, placards, process sheets, batch tickets, operating procedures or other such written materials may be used in lieu of affixing labels to individual, stationary process containers as long as the alternative method identifies the containers to which it is applicable and conveys the information required for workplace labeling.

Where an area may have a hazardous chemical in the atmosphere (e.g., where extensive welding occurs), the entire area will be labeled with a warning placard.

Pipes that contain hazardous chemicals should be labeled in accordance with ANSI/ASME A13.1 and indicate the direction of flow. (Please note that this not a requirement of the OSHA HCS but a best practice or requirement of local jurisdiction.)

Workplace labels or other forms of warning will be legible, and prominently displayed on the container or readily available in the work area throughout each work shift. If workers speak languages other than English, the information in the other language(s) may be added to the material.

Note: After Dec. 1, 2015, distributors may not ship containers labeled by the chemical manufacturer or importer unless the label on the container meets GHS labeling requirements.

Safety Data Sheets

A SDS will be obtained and maintained for each hazardous chemical in the workplace. SDSs for each hazardous chemical will be readily accessible during each work shift to workers when they are in their work areas.

SDSs will be obtained from the chemical manufacturer, importer, or distributor. The name on the SDS will be the same as that listed on the chemical inventory list. SDSs for chemicals or process streams produced by the company will be developed and provided by the Safety Coordinator or delegate.

The Safety Coordinator or delegate will maintain the master file of all original SDSs. Hard copies of the master file will be in the ENTER LOCATION HERE.

SDSs for new products or updated SDSs for existing products will be obtained by the purchasing agent or delegate and forwarded to the safety coordinator. The Safety Coordinator or delegate will then update the master file with new and/or updated SDSs.

If problems arise in obtaining an SDS from the chemical manufacturer, importer or distributor, a phone call will be made to request an SDS and to verify that the SDS has been sent. The phone call will be logged, and a letter will be sent the same day. The company will maintain a written record of all efforts to obtain SDSs. If these efforts fail to produce an SDS, the local OSHA office will be contacted for assistance.

Worker Information and Training

Workers included in the hazard communication program will receive the following information and training prior to exposure to hazardous chemicals and when new chemical hazards are introduced to their work area:

- Requirements of the OSHA Hazard Communication Standard 29 CFR 1910.1200 (General Industry) or 29 CFR 1926.59 (Construction Industry)
- Operations in the work area where hazardous chemicals are present
- Location and availability of the hazard communication program, chemical inventory list and SDSs
- Methods and observations used to detect the presence or release of a hazardous chemical in the work area, such as monitoring devices, visual appearance or odor of hazardous chemicals when being released
- Physical, health, simple asphyxiation, combustible dust, and pyrophoric gas hazards, as well as hazards not otherwise classified of the chemicals in the work area
- Measures workers can take to protect themselves from hazards, such as appropriate controls, work practices, emergency and spill cleanup procedures, and personal protective equipment to be used
- Explanation of the labels received on shipped containers
- Explanation of the workplace labeling system
- Explanation of the SDS, including order of information and how workers can obtain and use the appropriate hazard information

Note: To facilitate understanding of the new GHS system, the OSHA HCS requires that workers be trained regarding the new label elements and SDS format by Dec. 1, 2013. Employers are required to update the hazard communication program and to provide any additional training for newly identified physical or health hazards no later than June 1, 2016.

Subcontractors

Prior to beginning work, the Safety Coordinator or delegate will inform contractors with workers working on company property of any hazardous chemicals that the contractors' workers may be exposed to while performing their work. The Safety Coordinator delegate will also inform contractors of engineering or work practice control measures to be employed by the contractor, personal protective equipment to be worn by the contractors' workers, and any other precautionary measures that need to be taken to protect their workers during the workplace's normal operating conditions and in foreseeable emergencies.

Furthermore, the Safety Coordinator delegate will advise contractors that they must comply with all OSHA standards while working on company property. Appropriate controls will be established with the contractor to ensure that company workers are not exposed to safety and health hazards from work being performed by the contractor and that company operations do not expose contractors' workers to hazards.

The Safety Coordinator or delegate will inform contractors of the workplace labeling system and the availability

and location of SDSs for any chemical to which contractors' workers may be exposed while performing their work.

Recordkeeping

Records pertaining to the hazard communication program will be maintained by the Safety Coordinator or delegate. The Safety Coordinator or delegate will keep the following records:

- Chemical inventory list
- Hazardous material reviews
- Copies of phone call logs and letters requesting SDSs
- Worker training records
- Warnings issued to workers for not following the hazard communication program

HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

PURPOSE

The purpose of this program is Hazard Identification, Risk Assessment Control. The program should be used as a tool to help identify and evaluate both existing and potential hazards on worksites as well as methods to control and eliminate the hazards identified. TRISTATE MASON LLC shall hereafter be referred to as “The Company.”

RESPONSIBILITIES

Supervisors

The supervisor or competent person shall start the hazard identification process before the job begins by identifying hazards that are known to exist on site and documenting them. By identifying hazards early, the supervisor or competent person may be able to implement controls before any workers arrive on site. Hazards should be identified, classified, and ranked according to a risk matrix or scale.

To ensure the process is thorough, the supervisor or competent person should:

- Look at all aspects of the work
- Include non-routine activities such as maintenance, repair, or cleaning
- Look at accident/incident/near-miss records (including for workers who work "off-site" either at home, on other job sites, drivers, etc.)
- All affected workers be actively involved in the risk identification and assessment process. The program must state at minimum that hazards and risks are reviewed with all affected workers
- Look at the way the work is organized or "done" (include experience and age of people doing the work, systems being used, etc.)
- Look at foreseeable unusual conditions (for example: possible impact on hazard control procedures that may be unavailable in an emergency, power outage, etc.)
- Examine risks to visitors or the public
- Include an assessment of groups that may have a different level of risk such as young or inexperienced workers, etc.
- Look for continuous improvement process for lessons learned to be incorporated into hazard controls such as plan-do-check-act (PDCA) or other similar continuous improvement process

PROCEDURES

General

The hazard identification process is used for routine and non-routine activities as well as new processes, changes in operation, products, or services as applicable. All workers shall be trained on workplace hazards and how to identify, report, and control them. The assessment process must be completed prior to the start of all jobs to identify existing or potential hazards to workers and eliminate or control these hazards using engineering or administrative controls, proper training, or the use of personal protective equipment (PPE). All company workers should be trained on hazard identification and risk assessment.

All workers are required to take a proactive approach to managing and reporting hazards. When they observe a hazard, they are required to take steps to correct that hazard directly (provided they are adequately knowledgeable/trained to safely do so) and eliminate the hazard or get assistance from appropriate workers to do so whenever reasonably possible. Where hazards cannot be eliminated immediately, workers should take necessary steps to warn others of the hazard. Always report hazardous or potentially hazardous conditions and acts to a supervisor or competent person.

Risk Assessment

The Company has a formal process for identifying potential hazards. Processes are in place to identify potential hazards using Job Safety Analysis (JSA), Job Hazard Analysis (JHA) facility wide or area specific analysis/inspections. Information shall be collected, organized, and reviewed with workers to determine which workers may be exposed or potentially exposed. Risk assessments should be done at a minimum, prior to beginning work. A risk assessment must be conducted whenever changes occur to processes, equipment, weather, or facilities.

The Company program provides processes to ensure workers are actively involved in the hazard identification process and hazards are reviewed with all workers concerned.

Information available in the workplace may include, but not be limited to:

- Safety Data Sheets (SDS)
- Inspection reports
- Records of previous injuries and illnesses
- Machinery and Equipment operating manuals

Classification

Hazards are classified and ranked based on severity. The program identifies that hazard are classified/prioritized and addressed based on the risk associated with the task. (See the risk analysis matrix outlining severity and probability). Ranking or prioritizing hazards is one way to help determine which hazard is the most serious and thus which hazard to control first.

Priority is usually established by considering the worker exposure and the potential for accident, injury, or

illness. By assigning a priority to the hazards, you are creating a ranking or an action list. Hazards are to be mitigated through a prescribed hierarchy of controls. The hierarchy of controls includes elimination as the preferred control followed by substitution, engineering, administrative, and personal protective equipment (PPE).

All health hazards will be identified by conducting qualitive exposure assessments and reviewing worker medical records. Health hazards include:

- Chemical
- Physical
- Biological
- Ergonomic Risk Factors

The program requires a process for hazard identification such as process hazard analysis (PHA), JHA JSA, daily hazard assessments, pre-task plans, pre-job hazard assessments, or workplace hazard inspections.

The following factors play an important role:

- Percentage of workforce exposed
- Frequency of exposure
- Degree of harm likely to result from the exposure

Probability of Occurrence

There is no single, simple way to determine the level of risk. Ranking hazards requires the knowledge of the workplace activities, urgency of situations, and most importantly, objective judgment. One option is seen in the following examples:

Risk Severity Index:

- Level 1 Fatality OR Property Damage Exceeding $50,000
- Level 2 Employee admitted to hospital or permanently disabled OR property damage between $10,000 and $50,000
- Level 3 Employee not able to perform all their regular duties OR property damage between $1,000 and $10,000
- Level 4 Employee able to perform all their regular duties OR property damage less than $1,000

Probability Index of Occurrence Example:

- Likely to occur immediately Could happen any day
- Probable in time Likely to happen if conditions are repeated

- Possible in time Under the right conditions, the incident might be repeated
- Remotely possible Even under similar conditions, it is unlikely the incident will be repeated

For the activity being examined, determine the most likely reasonable level of severity (levels 1 through 4 in the above example). Then determine how likely (the probability) the injury would be (letters A-D). For example, being hit by a low-speed car is most often a level 2 injury but is barely possible for someone who works a kitchen job (level D). However, put that same worker wearing all black on a roadside at night replacing roadside light bulbs and the probability increases to level A and the severity to 1 (fatality reasonably likely).

Risk Definitions

Risk is the chance or probability that a worker will be harmed or experience an adverse health effect if exposed to a hazard. It may also apply to situations with property or equipment loss.

- 4 - Low Activities in this category contain minimal risk and are unlikely to occur. Organizations can proceed with these activities as planned.
- 3 - Medium Activities in this category contain minor to serious risks that are remotely likely to likely to occur.
- Application of proactive risk management strategies to reduce the risk is advised. Organizations should consider ways to modify or eliminate unacceptable risks.
- 2 - High Activities in this category contain unacceptable levels of risk, including catastrophic and critical injuries that are highly likely to occur. Organizations should consider whether they should eliminate or modify activities that still have a “high” rating after applying all reasonable risk management strategies.
- 1 - Extreme Activities in this category should not be allowed to proceed without very careful planning. The Company needs to evaluate whether the activity is necessary in the first place.

Once the risk has been assessed, the appropriate controls shall be put into place. The following describes how identified hazards/risks are addressed and mitigated.

The main ways to control a hazard include:

- Elimination (including substitution): Remove the hazard from the workplace.
- Engineering Controls: includes designs or modifications to plants, equipment, ventilation systems, and processes that reduce the source of exposure.
- Administrative Controls: controls that alter the way the work is done, including timing of work, policies and other rules, and work practices such as standards and operating procedures (including training, housekeeping, and equipment maintenance, and personal hygiene practices).
- PPE: equipment worn by individuals to reduce exposure such as contact with chemicals or exposure to noise.
- Develop Safe Practices/ Engineering Controls to Mitigate Risk.

These methods are also known as the "hierarchy of control" because they should be considered in the order presented (it is always best to try to eliminate the hazard first, etc.).

Controls are placed:

- At the source (where the hazard "comes from")
- Along the path (where the hazard "travels")
- At the worker

Control at the source and control along the path are also known as engineering controls.

The Company shall make sure investigations go into all workplace incidents (such as injuries, illnesses, near misses, and stop work) to identify the root cause to prevent future occurrences.

Administrative controls limit workers' exposure by implementing other "rules," such as training, supervision, shorter shifts in high-risk areas, etc. These control measures have many limitations because the hazard itself is not actually removed or reduced. Administrative controls are not generally favored because they can be difficult to implement and maintain and are not a reliable way to reduce exposure.

PPE includes items such as respirators; protective clothing such as gloves, face shields, eye protection; and footwear that serves to provide a barrier between the wearer and the chemical or material. It is the final item on the list for a very good reason.

PPE should never be the only method used to reduce exposure except under very specific circumstances because PPE may "fail" (stop protecting the worker) with little or no warning.

For example: "Breakthrough" can occur with gloves, clothing, and respirator cartridges.

Once it has been decided what the best and most practical control for a particular hazard is, this needs to be documented. The safe work procedure for the job needs to be written based on those risks and controls. Using the example from earlier with the car striking a worker, the kitchen work procedure for garbage removal should include something about having the dumpster near the back door to the kitchen and not across the parking lot.

It could also include instruction to the worker to ensure that they report any burnt-out exterior lights. Some may add requirements to put on a reflective vest when taking out the garbage at night. The groundskeeper changing light bulbs needs to have a safe work procedure that includes only working during the day in high visibility clothing and with proper traffic control barriers. Parking a service vehicle in the road ahead of the worker to act as a substantial physical barrier would further reduce the risk.

Communicate the Controls and Train the Workers

All workers will be trained in the hazard identification process, including the use and care of proper PPE.

Once the control has been put into place, The Company shall train workers how to use it. This applies whether it is an engineering control such as a guard or interlock, an administrative control such as a safe work procedure for cold weather, or particular PPE when handling a chemical. Training records are required to show that the workers have been made aware of the hazards and the controls.

Simultaneous Operations (SIMOPS) (IF APPLICABLE)

This procedure outlines the processes and general plan for conducting SIMOPS to provide for the safety of workers and protection of the environment and equipment. SIMOPs are situations in processes where two or more operations or activities occur at the same time and place. They may interfere or clash with each other and may involve risks that are not identified when each activity is considered by itself. Thus, they can increase the risks of the activities or create new risks.

Work Activities Covered by the SIMOPS Procedure

Any works significant in nature such as large construction jobs, change-out of major rotating equipment, naked flame and hot works in restricted areas, blasting and painting works, radiography, entry into confined space, rigging and lifting works over live equipment or plant, etc. and which occur in the areas under commissioning control. Any works that pose a significant hazard such as working in areas where there is a risk of hydrogen sulfide gas (H2S), activities where special chemicals are utilized, work in which multiple workers are involved. This work listed is not inclusive and other work activities may also be covered under the SIMOPS Procedure.

SIMOPS often involve work in the same area by companies or multi-disciplinary workers whose work may overlap and/or interact. SIMOPS shall be coordinated through joint planning efforts by the separate operations, such as development, construction, and operations managers/supervisors/engineers who plan and direct activities.

Prior to commencing SIMOPS, there will be a survey of the existing site. The site safety inspection form will contain the site name, signature of the person performing the inspection, and date of inspection. Specific operations must be reviewed on a case-by-case basis with a risk assessment. Activity or works in any given area, where joint activities may be ongoing simultaneously, shall be reviewed and analyzed for potential interference or limitation. The Company shall:

- Establish a mechanism for the review of proposed activities (meetings, toolbox talks, etc.) to identify department and subcontractor participation
- Establish a matrix of responsible workers who shall authorize such simultaneous activities
- Ensure simultaneous activities are controlled and performed in a safe manner by defining the responsibilities of all workers involved in the tasks
- Appointing a Simultaneous Operations Leader (SOL) to coordinate the activities between the

different organizations
- Identifying any preventive safety measures, which shall be implemented prior to commencement of the simultaneous activities
- Limit the number of simultaneous activities in any given area
- Establishing communication channels
- Provide training of all workers involved in the tasks

The Company shall restrict workers access to areas where simultaneous activities may be taking place. The Company shall have specific instructions for securing operations and assembling workers in an emergency. All workers involved in the simultaneous tasks must be aware of the specifics of simultaneous operations and emergency procedures.

Communication

Communication shall be established among all workers involved in SIMOPS. A communications system, such as intercom, or radios, shall be set up to facilitate communication. The supervisor or competent person shall communicate with responsible workers from the various operations to discuss the expected activities at the commencement of work, at the beginning of each shift, and at other times during the operation, as conditions require, and to resolve any conflicts due to SIMOPS. The supervisor or competent person shall inform all involved parties of any special problems that might be encountered and the appropriate actions to take if such problems should occur.

Review

Repeat the Hazard Assessment process when site conditions change, when new tasks are added, or when new workers join the crew order to prevent the development of unsafe working condition.

HEARING CONSERVATION

PURPOSE

TRISTATE MASON LLC, hereafter referred to as "The Company", has established a Hearing Conservation Program to protect worker(s) from the hazards of noise on the job. The Company requires that each employer implement a hearing conservation program when workers are exposed to noise levels exceeding 85 dB. It is not hard to exceed this level of noise on many of the job's sites. Typically, noise levels exceeding 85 dB are experienced when working with any type of pneumatic chipper or hammer, metal saw, grinders, and heavy machinery. See attachment I for list of some common noise levels.

RESPONSIBILITIES

The Safety Coordinator or delegate is responsible for developing a written Hearing Conservation Procedure and overseeing the training of all workers in the company. The Safety Coordinator or delegate is responsible for the monitoring and administering this procedure.

SCOPE

The OSHA Standard on Occupational Noise Exposure, 29 CFR 1910.95, established the permissible limit of noise as 85 dB(A) (decibels), expressed as an eight-hour (8-hours), time-weighted average, (TWA). This standard allows short-term unprotected noise exposure up to a maximum of 115dB (A), peak sound.

The noise standard requires the identification by personnel monitoring of workers who may be exposed above the 85 dB (A), 8-hour, TWA. Hearing protection is also required for specific activities or using certain types of equipment.

PROCEDURES

The Company has taken a conservative approach to noise hazards by establishing this program. The following elements establish the program:

- An Audiometric Testing Program
- A Worker Education and Training Program
- Monitoring and Analysis of Workplace Noise Levels
- Providing Suitable Engineering Controls
- Providing Hearing Protectors
- Maintain required Records

Audiometric Testing Program

Each new worker whose work exposes them to "excess noise levels" will receive an audiometric test as part of a pre-screening physical examination or within 6 months of a workers first exposure at or above the 8-hour Time Weighted Average (TWA) to establish a baseline audiogram against which subsequent audiograms can be compared.

Annually, all workers who are exposed to noise levels exceeding the 85 dB standard will be given a follow-up audiometric examination to monitor for any significant changes in their hearing ability. Workers will be formally notified if there is any change in their hearing as the result of the testing. The Standard has defined this shift as a change in hearing threshold relative to the baseline audiogram of an average of 10 dB or more at 200, 3000 and 4000 hz in either ear. In determining whether a standard threshold shift has occurred, allowance may be made for the contribution of aging (presbycusis) to the change in hearing level by correcting the annual audiogram according to the procedure described in Appendix F: "Calculation and Application of Age Correction to Audiograms." When audiometric testing is required, each affected worker must not be exposed to any workplace noise for at least 14 hours prior to their test. This requirement may be met by wearing hearing protectors which will reduce the worker's exposure to a sound level of 80 dB (A) or below.

Audiometric tests shall be performed by a licensed or certified audiologist, otolaryngologist, or other physician, or by a technician who is certified by the Council of Accreditation in Occupational Hearing Conservation, or who has satisfactorily demonstrated competence in administering audiometric examinations, obtaining valid audiograms, and properly using, maintaining, and checking calibration and proper functioning of the audiometers being used. A technician who operates microprocessor audiometer does not need to be certified. A technician who performs audiometric tests must be responsible to an audiologist, otolaryngologist, or physician.

An audiologist, otolaryngologist or physician will review problem audiograms and shall determine whether there is a need for further evaluation. The company will provide to the person performing this evaluation the following information:

- A copy of the 29 CFR 1910.95 Hearing Conservation
- The baseline audiogram and most recent audiogram of the worker to be evaluated
- Measurement of background sound pressure in the audiometric test room as required in 29 CFR 1910.95 Appendix D
- Records of audiometric calibrations as required by 20 CFR 1910.95 Appendix E

If a comparison of the annual audiogram to the baseline audiogram indicates a standard threshold shift as defined by OSHA, the worker will be informed of this fact, in writing, by The Company within 21 days of determination.

Unless a physician determines that the standard threshold shift is not work related or aggravated by occupational noise exposure, the company will ensure that the following steps are tank when a standard

threshold shift occurs:

- A worker not using hearing protectors will be fitted with hearing protectors, trained in their use and care, and required to use them; and
- A worker already using hearing protectors shall be refitted and retrained in the use of hearing protectors and provided with hearing protectors offering greater attenuation if necessary.
- Refer the worker for a clinical audiological evaluation or an otological examination, as appropriate, if additional testing is necessary or if the company suspects that a medical pathology of the ear is caused or aggravated by the wearing of haring protectors.
- Inform the worker of the need for an otological examination if a medical pathology of the ear which is unrelated to the use of hearing protector is suspected.

If subsequent audiometric testing of a worker whose exposure to noise is less than an 8-hour TWA average of 90 decibels indicates that a standard threshold shift is not persistent The Company:

- Will inform the worker of the new audiometric interpretations
- May stop the required use of hearing protectors for that worker

Worker Education and Training

The Company workers must be trained in the use of personal hearing protection equipment and have access to information and training materials. Each worker must know how to clean and maintain the hearing protection equipment. The training will cover the following:

- Training will be for all workers who are exposed to noise at or above the 8-hour TWA of 85 dB
- The training will be repeated annually for each worker included in the hearing conservation program
- The effects of noise on hearing
- The purpose of hearing protectors, the advantages, disadvantages, and the attenuation of various types and instruction on selection, fitting, use and care
- The purpose of audiometric testing, and an explanation of the test procedures
- Access to information and training materials

Monitoring and Analysis of Workplace Noise Levels

The Company will periodically or as necessary, conduct noise level surveys of the workplace. The results of these surveys will be made available to workers.

Any job area or company location found to be in excess of the allowable designated noise levels that cannot be brought into compliance with the noise standard will be designated as an area where hearing protectors are to be worn. When signs are posted workers must wear hearing protection. The signs may read as follows:

NOTICE
EAR PROTECTION
REQUIRED
IN THIS AREA

REMEMBER: A client may determine if a unit or work area is classified as a high noise area. After the decision is made, company workers will be instructed to wear the appropriate hearing protection.

Provide Suitable Engineering Controls

Where appropriate, The Company will provide engineering controls to reduce noise exposure. Due to the complexity of most job sites, it is difficult, if possible, to institute effective engineering controls for most noise exposures. Should this be the case, then workers will be required to wear suitable hearing protection.

Provide Hearing Protectors Where Required

The Company will provide the required workers with hearing protectors if their 8-hour TWA is above the 85dB (A). The company will also make hearing protectors available to all workers exposed to a TWA above 85dB (A) at no cost to the worker. Any worker who may have a significant threshold shift of hearing level will be required to wear hearing protection if they are exposed to noise TWA of 85dB. The Company will ensure all Hearing protectors meet the requirements in CSA Standard Z94.2-02, Hearing Protection Devices – Performance, Selection, Care and Use. The Company will make a concerted effort to find the right protector for each worker, one that offers the right attenuation, is accepted in terms of comfort, and is used by the worker.

Responsibilities

The Client Will:

- Determine all sources of noise at or above 85dD
- Determine if personnel have 8-hour TWA exposures at or above fifty percent (50%) of the OSHA allowable
- Review noise exposures annually for all job classifications with TWA
- Exposure at or above fifty percent (50%)
- Ensure that audiograms are made annually for personnel whose TWA exposures are at or above fifty percent (50%) of the OSHA allowable

Job Site Supervisor Will:

- Require hearing protection in all areas with noise levels at or above the 85dB(A) and for all task which generate such noise level (i.e., grinding, hammering). Ear plug shall be required in an area and/or on tasks with the sound levels exceeding 105dB
- Alert workers to possible hazardous noise exposures, Signs shall be posted in work areas in which

the sound levels may exceed 85dB. These signs will be posted by the client

- Evaluate the need for engineering and/or administrative controls to reduce the noise levels below the 85 dB and, where feasible, develop a plan to reduce all personnel exposures to less than fifty- percent (50%) of the OSHA allowable
- Make hearing protection available and enforce its use by all workers with TWA exposures at or above the fifty percent (50%) of the OSHA allowable and/or by those who must enter or work in areas where the noise level is 85dB or above

REMEMBER - The client determines if a unit or work area is classified as a high noise area. After the determination is made, the company's workers will be instructed to wear the appropriate hearing protection.

Recordkeeping

All record-keeping for this program will be maintained in the office. Records will include:

- Audiometric tests
- Noise surveys
- Worker training
- Engineering controls implemented
- Record of purchase of hearing protector

Work required Hearing Protectors

There are many jobs or types of work that generally produces noise level that intermittently or for short durations exceed the permissible TWA. It is the policy of The Company to require all workers who are engaged in these jobs to wear hearing protectors.

Hearing Protectors

Workers may choose the type of hearing protection that best suits their assignment and personal preference among those listed below. Each worker required to wear hearing protection is responsible for carrying hearing protection on their person. Hearing protection is furnished at no cost to workers.

EAR PLUGS – Most ear plugs, when worn properly, have a noise reduction rating (NRR) on the package. Most ear plugs have NRR of about 30.

EARMUFFS – Adjustable muffs can be worn in three positions:

1. Over the head 24 this depends on the NRR of the Earmuff)
2. Under the chin 20
3. Behind the head 20

Computing the Hearing Protection Level

To compute the actual hearing protection level under the protector, subtract 7 dB(A) from the Noise Reduction Rating (NRR), then divide the number by 2, and subtract the remainder form the measured noise level dB (A).

For example:

- NRR of 29 -7 = 22 dB(A) 22 dB(A) ÷ 2 = 11 dB(A)
- Noise level of 95 dB(A) – 11 = 84 dB(A)
- Therefore, this device offers a protection level of 11 dB(A)

ATTACHMENT I

The following list represents some work activities and equipment which will require the use of hearing protection:

ACTIVITIES AND/OR EQUIPMENT TYPICALLY RESULTING IN HIGH NOISE LEVEL	ESTIMATED AVERAGE NOISE LEVEL dB(A)
1. Air Arc Gouging	115
2. Air compressor	95
3. Chain saw	107
4. Electric Disc Grinder	100
5. Forklift inside a trailer	98
6. Heavy equipment working	100
7. Impact tools	108
8. Pneumatic chipping hammer	110
9. Abrasive blasting	100
10. Welding machines	95

ATTACHMENT II

HEARING CONSERVATION PROGRAM
FOLLOW UP TRAINING RECORD

FROM: _____
Manager or Supervisor

The worker listed below recently was found to have a confirmed significant shift in the hearing threshold (as defined by OSHA). An investigation and additional training are required. When this form is completed and reviewed with the worker, please file it in the office.

WORKER NAME: _____
Print or type First Name, MI, Last Name

_____ _____
Social Security Number or Worker Number Reported Date

JOB CATEGORY _____
(Current Assignment)

The Potential for noise exposure and specific requirements for using hearing protection in their area should be reviewed with this worker within 2 weeks. If hearing protection requirements have not been established in this work area, it must be done as soon as possible.

The retraining for this worker should include:

- The temporary and permanent effects of noise on hearing
- Established hearing protection requirements
- Any questions the worker may have on the use of hearing protection
- The proper use of hearing protection
- Comments the worker has on potential off-the-job noise exposure

Comments on discussion held: _____
_____

I have discussed the above items with this worker:

_____ _____ _____
Manager or Supervisors Name (print) Signature Date of Discussion

INCIDENT INVESTIGATION POLICY

PURPOSE

The purpose of the Incident Investigation Policy is to make certain that incidents are investigated according to the injury, or injury potential of an event, in accordance with TRISTATE MASON LLC, hereafter referred to as "The Company". This will help to control further losses of human and material resources by identifying and correcting unsafe acts and conditions that lead to an incident. This policy applies to all work-related incidents and near misses that affect company employees and others who are performing work for the company.

POLICY

All safety incidents, including work-related injuries, accidents, near misses, and property damage will be reported and investigated to determine root causes, and recommendations will be developed, communicated, and implemented to prevent recurrence of the incident. This policy applies to all workers, contractors, and associates on The Company locations. All entities working with The Company are required to report all incident types to management, supervisors, and/or safety representatives. If the incident requires medical attention, it should be reported as soon as the medical situation has been brought under control.

RESPONSIBILITIES

Management

- Management will participate in the investigation of all incidents to the appropriate level with regards to incident severity.
- Management will review all accidents/injuries of subordinates and implement corrective action and safety modification and/or employee training as recommended by the incident investigation.
- Will ensure proper case management, accident/incident processes, investigation methods, and reporting are carried out according to company guidelines.

Supervisor

- The supervisor shall conduct the investigation of the incident in a manner that is timely and appropriate to the circumstances and severity of the incident.
- The supervisor must immediately report accidents and near misses to management and perform an initial investigation, and timely submit an Incident Report within 24 hours of the incident.
- The supervisor must advise new and returning workers of the requirement to report all incidents including near misses. An annual reminder to all employees to report incidents is recommended.

Worker

- Workers are responsible for immediately informing supervisors of accidents, near miss events, unsafe conditions, unsafe equipment, and known unsafe practices.
- Workers are responsible for reporting any incident or near miss immediately.
- Workers shall participate in the incident investigation unless they are unable to do so as a result of injury.
- Workers may choose to report a near miss using the company's form Incident Near Miss Reporting, or verbally to their supervisor, who will be responsible for completing the document
- Safety Representative
- Responsible for assisting in the investigation of an incident and ensuring the case is managed appropriately working with supervisors and other responsible managers.
- Utilizing information collected during investigation of incidents and near misses to help improve and maintain safety overall.
- Monitor corrective actions as appropriate to remedy an unsafe working condition, facility, equipment, location, or practice.

PROCEDURES

Training

All personnel will be trained in their roles and responsibilities for incident response, reporting, and investigating techniques before performing any work. It is the responsibility of the supervisor to ensure all affected workers are properly trained in accident/incident investigation processes and company reporting criteria.

Incident Investigating Procedures

All safety incidents are to be investigated in a timely manner (no more than 24 hours) to determine the root cause(s) and contributing factors involved. The extent of the investigation depends on a number of factors including the severity or potential severity of the incidents. All evidence such as people, positions of equipment, parts, and papers must be preserved, secured, and collected through notes, photographs, witness statements, flagging, and impoundment of documents and equipment.

Respond to the Incident Scene Immediately: If the incident results in an employee injury or illness, make sure that the affected employee receives immediate medical attention. Take actions necessary to prevent or minimize the risk of additional injury or illness in the area.

Secure the Incident Scene: The scene of the event should be left intact to the greatest extent possible, with nothing moved or disturbed until the investigation is complete. Use barricades, signs, or other means to isolate the site, warn of hazards, and otherwise restrict access.

Preserve Evidence: Before and during the investigation, make a prompt and careful effort to preserve the

evidence that is necessary to answer the key questions about the incident (who, where, what, when how and why). Observe and record perishable or environmental evidence (such as instrument readings, control panel settings, and weather conditions). Use photographs, sketches, and diagrams to record evidence or conditions. Make detailed notes about any photographs, sketches, or diagrams made.

Identify Witnesses: When arriving at the scene, identify the individuals who were either involved in the event or saw it happen. Ask them to identify others who were also in the area and make a list of these names. Separate witnesses. Have each complete a witness statement and sign.

Interview Witnesses: Interview witnesses individually and as soon as possible after the event. Interview the people directly involved first (if Possible), then eyewitnesses and observers.

Complete Investigation Report to include:

- Activity in progress at the time of the event
- Sequence of events leading to the event
- Emergency response to the event
- Medical treatment provided by first responders to the injured/ill employee
- Direct contributing factors
- Corrective actions taken or planned (including estimated completion dates)
- Name(s) of individual(s) responsible for corrective actions

Corrective Actions

Management's initial findings and any immediate corrective actions must be documented and sent to The Company's representative or designee within 24 hours of notifications of the incident. Near miss reports are sent to The Company's representative or designee within 48 hours. The Company's representative or designee will review each incident to ensure the investigation was thorough and all immediate corrective actions are completed, and longer-term follow-up actions are clearly defined with adequate schedule and resources for completion.

Reporting Requirements

Time elements of when incident should be reported

The Company will verbally report fatality and catastrophic incidents to OSHA within 8 hours of discovery. For any in-patient hospitalization, amputation, or eye loss The Company must report the incident within 24 hours of discovery to OSHA. OSHA requires reporting of work-related incidents resulting in death of an employee or the hospitalization of one or more workers within 8 hours.

Involving the Environment

If an environmental incident occurs that must be reported to local, state, and/or federal agencies, the following persons should be notified: LIST TO BE COMPILED.

Investigation Checklist and Plan

Potential Witnesses (list on separate sheet):	**Identified**	**Interviewed**
Workers involved in the incident		
Workers close to the incident		
Workers involved with events prior to the incident		
Workers involved with events after the incident		
Workers of other contractors		
Client Workers		

Documents:	**Relevant**	**Obtained**		**Relevant**	**Obtained**
Job Hazard Analysis			Personnel File		
Tailgate/Toolbox Talks			Safety Log		
Other Safety Meetings			Contract(s)		
Audits			Medical Reports		
Inspections			Doctor's First Report		
Work Order/Job Order			Training Records		
Permit			Other		
Time Sheets					

Other Evidence:					
Tools			Photographs		
Equipment			Drawings		
PPE/Clothing			Blueprints		

Incident Report

Attention: This form contains information relating to worker health and must be used in a manner that protects the confidentiality of workers to the extent possible while the information is being used for occupational safety and health purposes.	
Worker	Male / Female
Phone #	Date hired
Street Address	Date of incident
City	Time of incident
State / Zip	Time worker began work
Date of birth	Supervisor
Site/Location (facility name) and Unit or Project:	
Name of physician or other health care professional:	
If treatment was given away from the worksite, where was it given?	
Was emp. treated in an emergency room?	Yes or No
Was emp. hospitalized overnight as an in-patient?	Yes or No

First Aid		Medical Non-Disabling		Equipment Damage	
Near Miss		Restricted Work Case		Fire or Release	
Motor Vehicle Accident		Lost Time Case		Non-Occupational	

LOSS
Apparent nature and extent of injury, damage, or potential loss?

INCIDENT Description of the incident (who, what, how, when, why, and what was the worker doing just before the incident occurred)?		
PREVENTION Immediate action and future action to prevent recurrence?		
Prepared By:	Title:	Date:
Report Routed To?		

LADDER SAFETY

PURPOSE

The Ladder Safety Policy is intended to provide workers with safe guidelines for the use of portable ladders, while complying with applicable regulatory compliance standards.

POLICY

Under no circumstances are portable ladders to be used unless conditions are considered safe, secure and in compliance with company procedures and safe work practices.

PROCEDURES

The use of ladders with broken or missing rungs or steps, broken or split side rails, or other faulty or defective construction is prohibited. All rungs, cleats, and steps will be parallel, level and uniformly spaced when the ladder is being used. All ladders will be inspected prior to use by a competent person. When ladders with such defects are discovered, they must be immediately removed from service and tagged as such. Inspections will be documented and kept on file along with any service or maintenance records.

Employees will face the ladder and will not carry material or tools in their hands while ascending or descending.

Ladders will not be loaded beyond the maximum intended load for which they were built or beyond the manufacturer's rated capacity.

All ladders shall be placed on secure footing, and the area around the top and bottom will be kept clear of work materials, tools, and debris.

Planks will not be used on the top step of stepladders.

Portable ladders will be placed and used at a pitch that places the horizontal distance, from the top support to the foot of the ladder, at about one-quarter of the working length of the ladder. Ladders will not be used in a horizontal position as a platform, runway, or scaffold.

Ladders shall not be placed in front of doors, unless the door is blocked open, and/or a barricade or guard is provided.

Ladders shall not be placed on scaffold, boxes, boards, barrels, or other unstable bases.

Ladders shall not be spliced together.

Employees will not stand on the top cap or the step below the top cap of a stepladder.

Any ladder splashed with caustic or acid shall not be used until thoroughly cleaned and inspected for possible corrosive damage.

There shall be ample clearance and clear access at the top and bottom of portable ladders.

Portable rung ladders shall only be used with metal supports on the underside.

No ladder shall be used to gain access to a roof unless it extends at least 3 feet above the point of highest support with the building. Side rails must extend not less than 36” above any landing. When this is not practical, grab rails will be provided to facilitate employee movement to and from the point of access.

Portable metal ladders will not be used for electrical work or where they may contact electrical conductors.

All ladders shall be equipped with non-slip bases when a hazard of slipping exists.

All ladders will be tied off on top, blocked or otherwise secured to prevent movement before work is performed on them.

All ladders must have a minimum width of 12 inches. All ladders must have a distance of 12" between rungs.

The company prefers not to use or issue chain ladders, however if a client provides or mandates chain ladder usage, a thorough pre-use inspection of the ladder(s) must be performed. When there is a need for this type of ladder, wire rope ladders are preferred.

Stepladders shall not exceed 20 feet in length.

Extension ladders shall be equipped with positive stops.

Ladders shall be maintained in good condition.

Only one employee is to work on or climb a ladder at the same time.

All work done from a ladder shall be within an individual’s normal reach and with no overextending allowed.

All work done from a ladder that exposes a worker to a fall potential of 6 feet or more requires the worker to wear a harness and be tied off per the Fall Protection Policy. Employees are not permitted to stand or work off the top three rungs or cleats of a ladder unless there are members of the structure that provide a firm handhold, or the employee is protected by personal fall protection.

LOCKOUT TAGOUT

PURPOSE

To establish safe practices associated with equipment or processes that involve hazardous energy sources.

POLICY

Work activities associated with energized equipment or processes shall be controlled prior to initiating by verifying a rendered safe status. This policy covers minimum performance standards applicable to all TRISTATE MASON LLC, hereafter referred to as "The Company", workers and locations. Local practices requiring more detailed or stringent rules, or local, state, or other federal requirements regarding this subject can and should be added as an addendum to this procedure as applicable.

SCOPE

Applies to all The Company work sites, i.e., The Company offices, client job sites, etc., that perform activities such as, but not limited to, erecting, installing, constructing, repairing, adjusting, inspecting, cleaning, operating, or maintaining equipment/machines/processes whereby hazardous energy sources are involved such as accessing tanks, air handlers, etc.
Note special exception to policy: equipment/machines that have an electrical plug as the sole hazardous energy source and can reach a zero-energy state by simply being unplugged are exempt from this policy, as long as control of the plug can be maintained at all times.

DEFINITIONS

Affected Worker any worker of The Company whose job requires them to operate or use a machine or equipment on which servicing, or maintenance is being performed under lockout/tagout, or whose job requires them to work in an area in which such servicing or maintenance is being performed.
Authorized Worker any worker of The Company who locks out or tags out machines or equipment to perform servicing or maintenance on that machine or equipment. An affected employee becomes an authorized employee when their duties include performing servicing or maintenance of the machines or equipment.
Control Mechanism any lock or combination of locks, multi-lock hasps and/or other types of special mechanisms (chains, valve covers, breaker covers, etc.) applied to an energy-isolating device to ensure that it cannot be moved/operated.
Energy Isolating Device a mechanical device that physically prevents the transmission or release of hazardous energy, including, but not limited to the following: a manually operated electrical circuit breaker; a disconnect switch; line valve; slide gate; similar device used to block or isolate energy.

Hazardous Energy Source any type of energy that could injure anyone working on or near the equipment/machine/process if released as a result of work activities. Examples of hazardous energy sources include but are not limited to the following: electrical, steam, hydraulic, pneumatic, chemical, radiation, thermal, mechanical, or gravity.
Lockout the placement of a control mechanism on an energy-isolating device that ensures that the equipment/machine/process being worked on cannot be operated/initiated until the control mechanism is removed.
Other Personnel non-company workers or visitors to any work area where The Company authorized workers are using processes outlined in this Policy.
Operation Device any switch, button, leaver, valve, etc. that is expressly intended for the starting or initiation of the equipment/machine/process.
Zero Energy State (Rendered Safe Status) the equipment/machine/process has been purged of and blocked from hazardous energy sources.

PROCEDURES

Identifying Applicable Equipment/Machines/Processes

The following shall be documented:

- Owned and common/typical equipment/machine/processes where this Policy applies
- Owned and known/common/typical energy isolating devices for applicable procedures related to the identified equipment/machine/processes
- Applicable lockout mechanisms necessary for applicable energy control procedures related to the identified equipment/machine/processes
- Applicable energy control procedures related to the identified equipment/machine/processes.

This information shall be developed by the Safety Officer or designee, posted on/near machine, and kept on file, used within the training required for Authorized workers, and updated as equipment/machines/processes and lockout mechanisms are introduced.

Training

Each affected worker shall receive training during orientation on the procedures of this policy for the expressed purpose of ensuring awareness of the prohibition of removing control mechanisms and/or operation/initiation of applicable equipment/machines/processes.
Each authorized worker shall receive special training in the recognition of hazardous energy sources, the specific and/or common equipment/machines/ processes within respective work areas, types of necessary control mechanisms, and the procedures of this policy.

Other Re-training

Any affected or authorized worker shall be immediately re-trained if their actions during related work activities violated any portion of this policy.

Energy Control Procedures - Lockout Application (in order of action)

#	STEP	DESCRIPTION
1	Notify Workers	Notify all affected workers that service or maintenance is required on a machine or equipment, and that the machine or equipment must be shut down and locked out to perform the servicing or maintenance.
2	Review Lockout	The authorized worker shall refer to the company procedure to identify the type and magnitude of the energy that the machine or equipment utilizes, shall understand the hazards of the energy, and shall know the methods to control the energy.
3	Perform Machine Stop	If the machine or equipment is operating, shut it down by the normal stopping procedure (depress the stop button, open switch, close valve, etc.). Reference machine operating procedure for normal shutdown.
4	Isolate Energy	Follow graphical lockout-tagout procedure from top to bottom to de-activate the energy isolating device(s) so that the machine or equipment is isolated from the energy source(s) such as electrical, steam, hydraulic, pneumatic, chemical, radiation, thermal, mechanical, or gravity.
5	Lockout Energy	Lockout and tagout the energy isolating device(s) with an assigned singularly identified lock(s) and tag(s).
6	Dissipate Energy	Stored or residual energy (such as that in capacitors, springs, elevated machine members, rotating flywheels, hydraulic systems, as well as air, gas, steam, or water pressure, etc.) must be dissipated or restrained by methods such as grounding, repositioning, blocking, bleeding down, etc.
7	Attempt Restart (Verify)	Ensure that the equipment is disconnected from the energy sources by first checking that no personnel are exposed, then verify the isolation of the equipment by operating the push button or other normal operating controls or by testing to make certain the equipment will not operate. Caution: Return operating controls to neutral or "off" position after verifying the isolation of the equipment.

Restore to Service

#	STEP	DESCRIPTION
1	Check Machine	Check the machine or equipment and the immediate area around the machine to ensure that nonessential items have been removed and that the machine or equipment components are operationally intact.
2	Check Area	Check the work area to ensure that all workers have been safely positioned or removed from the area.
3	Verify Machine	Verify that the controls are in neutral.
4	Remove Lockout	Remove the locks, tags and lockout devices and re-energize the machine or equipment. In reverse order, follow all the steps from the visual lockout-tagout procedure found on the previous page. Note: The removal of some forms of blocking may require re-energization of the machine before safe removal.
5	Notify Workers	Notify affected workers that the servicing or maintenance is completed, and the machine or equipment is ready for use.

Emergency Lock Removal Procedures

Every effort shall be made to personally contact authorized worker(s) prior to their lock being removed.

- The direct supervisor of an authorized worker is the first person allowed to remove their lock. If the applicable supervisor is not physically capable, only another authorized worker can be provided with the authority, directly by the applicable supervisor only.
- In either event, the direct supervisor of the authorized worker who originally placed the lockout mechanism(s) to be removed, shall inform that worker of the removal BEFORE that worker returns to that work area. This communication shall be documented. Messages (oral, written, or forwarded) are prohibited.

Lockout Control Mechanisms

Locks & Devices

Each authorized worker shall be issued a lock(s) individually keyed and manufactured of a standard size, shape and/or color. Authorized personnel will use locks and tags that are singularly identified to the person and clearly marked.
Each Safety Officer or designee shall require a list of workers and corresponding lock numbers maintained at the work site. Such lists shall be maintained by the Safety Officer or designee.

Multiple Groups of Workers – Contractors/Subcontractors

Authorized workers shall inform the supervision of other workers in a multi-employer work site of all aspects covered by this manual section. Subcontractors for The Company are required to meet or exceed all aspects covered in this section.
The following steps shall be taken to accommodate multiple authorized workers on a single project:

- A multi-lock hasp shall be used when more than one authorized worker is performing work on the equipment/machine/process.
- The Company's senior authorized worker working on the specific project shall be responsible for assuring that other authorized workers working on the project attach their personal identified lockout device prior to work being performed.
- The Company's senior authorized worker working on the specific project shall also be responsible for assuring the continuity of the lockout device during shift changes and/or worker changes unless formally relieved of that responsibility by the Project Manager. At which time, the Project Manager will obtain the responsibility for the integrity of the lockout device.
- When a traditional multi-lock hasp will not provide enough attachment points for authorized workers, another method shall be established (e.g., adding another multi-lock hasp, lockout box, lockout cabinet, etc.) as per the direction of The Company's senior authorized worker working on the specific project.

Other Specialized Equipment

Tags (when necessary) shall be durable, standardized in type and have areas to indicate the worker's name and contact information.

Policy Review and Certification

Annually, this manual section (and applicable addendums and related training programs) shall be reviewed and documented (certified) by the Safety Officer or designee for updating and verifying the use of these procedures. Inspections verifying that these procedures are being followed shall be a component of this review.

PERSONAL PROTECTIVE EQUIPMENT

PURPOSE

The purpose of the Personal Protective Equipment (PPE) Program is to develop and implement the procedures for the identification, use, care, and maintenance of PPE required to be used by workers for the prevention of illness and injury.

All workers are required to follow the minimum procedures outlined in this program. Any deviations from this program must be immediately brought to the attention of the Program Administrator.

SCOPE

This policy applies to the use of PPE pertaining to the service provided by TRISTATE MASON LLC; hereafter referred to as "The Company", and related facilities and operations. This program is integrated into our organization's written safety and health program and is a collaborative effort that includes all workers. The Program Administrator is responsible for the program's implementation, management, training, and recordkeeping requirements.

RESPONSIBILITIES

Management

The management of The Company is committed to the safety and health of its workers. Management supports the efforts of the PPE Program Administrator by pledging financial and leadership support for the identification of hazards and implementation of appropriate PPE for those hazards. Management will regularly communicate with workers about this program.

Program Administrator

The Program Administrator reports directly to upper management and is responsible for the hazard assessments, implementation, training, and administration of the PPE program. The Program Administrator will monitor the results of the program to determine additional areas of focus as needed. The Program Administrator will also:

- Conduct workplace hazard assessments to determine the presence of hazards that require the use of PPE (***Appendix A***)
- Select and purchase PPE
- Review, update, and conduct PPE hazard assessments whenever:

  - A job or process changes
  - New equipment is used or added
  - There has been an accident
  - A supervisor or worker requests it

- Maintain records on hazard assessments
- Maintain records on PPE assignments and training
- Provide training, guidance, and assistance to supervisors and workers on the proper use, care, and cleaning of approved PPE
- Periodically re-evaluate the suitability of previously selected PPE
- Review, update, and evaluate the overall effectiveness of PPE use, training, policies, and program

Supervisors: Supervisors have the primary responsibility for implementing and enforcing PPE use in their work area, including, but not limited to:

- Providing appropriate PPE and making it available to workers
- Ensuring that workers are trained on the proper use, care, storage, and cleaning of PPE
- Ensuring that PPE training certification and evaluation forms follow company recordkeeping and documentation policy
- Ensuring that PPE is properly inspected, used, and maintained in a sanitary and reliable condition.
- Notifying the Program Administrator when new hazards are introduced or when processes are added or changed
- Ensuring that defective or damaged PPE is immediately disposed of and replaced

Workers: The PPE user is responsible for following the requirements of the PPE program, including, but not limited to:

- Properly wearing PPE as required
- Attending required training sessions
- Properly caring for, cleaning, storing, maintaining, and inspecting PPE as required
- Following program policies and rules
- Informing the supervisor of the need to repair or replace PPE

Workers who repeatedly disregard and do not follow PPE procedures and rules will face disciplinary action up to and including termination.

PROCEDURES

General Requirements

Appropriate PPE is required to be worn <u>at all times</u> when workers are exposed to hazards that cannot be

eliminated through the use of preferred elimination, substitution, engineering, or administrative controls.

The workplace will be evaluated per company schedule and all previously unidentified hazards will be addressed based on changes to the workforce and workplace operations. Assessments will include, but are not limited to, the following items:

- Torso and abdominal protection
- Eye and face protection
- Head protection
- Foot protection
- Leg protection
- Hand protection
- Hearing protection (Separate written program)
- Respiratory protection (Separate written program)
- Fall protection (Separate written program)

*NOTE: PPE hazard assessment instructions are located in **Appendix A.** Hazard assessment forms are included in **Appendix B.***

PPE appropriate for the identified hazards will be purchased and provided to all workers exposed to those hazards. All PPE will be properly fit to each worker before relying on it as a protective measure.

Workers will be trained on the types of PPE necessary for the workplace hazards and its limitations. Training will also include the proper way to wear, use and maintain the PPE.

Worker-owned equipment is not allowed.

PPE Program Implementation

The following implementation steps will be used for this program:

- Conduct and document PPE assessment for each work task, assignment, or location (see form in **Appendix B**)
- Select appropriate PPE based on hazard assessment
- Communicate PPE selection decisions to workers
- Provide PPE free of charge to all affected workers
- Train each affected worker
- Verify workers understanding of PPE training
- Document training and worker testing results
- Retrain as necessary
- Enforce PPE requirements

Training

Before any worker is allowed to perform work in areas requiring PPE, they must first receive training in the proper use and care of the PPE they will be using. Retraining will be offered to PPE users as identified by the lack of knowledge or the improper use of PPE, after changes in work tasks or at the supervisor's request, or per regulatory requirements. The training will include, at a minimum, the following subjects:

- Requirement that PPE be worn at all times during identified tasks or in areas requiring PPE
- When it is necessary to wear PPE
- What PPE is necessary
- How to properly put on, take off, adjust, and wear PPE
- The limitations of the PPE
- The proper care, maintenance, useful life, and disposal of the PPE

Eye and Face Protection

Each affected worker will:

- Use appropriate eye and face protection equipment when exposed to hazards from flying objects or particles, molten metal, fumes, chemical liquids, gases, vapors, dusts, acids, caustics, and other potentially injurious chemical or physical hazards.
- Use appropriate eye protection equipment with filter lenses that have a shade number appropriate for the work being performed when exposed to an eye hazard from potentially injurious light radiation.
- When wearing prescription lenses while engaged in operations that involve eye hazards, wear eye protection that incorporates the prescription in its design, or wear eye protection that can be worn over the prescription lenses without disturbing the prescription lenses or the protective lenses.

Foot Protection

Each affected worker will wear protective footwear when working in areas where there is danger of objects falling on or rolling across the foot, piercing the sole, and where the feet are exposed to electrical or chemical hazards. Foot protection will comply with appropriate ANSI standards.

Hand and Body Protection

The Program Administrator will select and require workers to use appropriate hand protection when workers' hands are exposed to hazards from cuts, abrasions, punctures, chemical or thermal burns, harmful temperature extremes, vibration, and skin absorption of harmful substances.

Head Protection

Each affected worker will wear appropriate protective head gear (hard hats, bump caps, etc.) when working in areas where there is a potential for injury to the head from falling objects, impact hazards, extreme temperatures, or high UV levels.

Hearing Protection

The Program Administrator will select and require workers to wear appropriate hearing protection in environments where noise levels equal or exceed the OSHA Occupational Noise Exposure Standard (OSHA 29 CFR 1910.95) 8-hour time weighted average (TWA) of 85 Dba. See Hearing Protection Program for details.

Respiratory Protection

Each affected worker will wear respiratory protective equipment (respirators) when working in areas where respiratory hazards exist. All respirators will be in compliance with the OSHA 29 CFR 1910.134. See Respiratory Protection Program for details.

After training, workers will demonstrate that they understand how to use PPE properly. If they cannot demonstrate a sufficient understanding, they will be retrained. Training of each worker will be documented using the Worker Training Record (**Appendix D**) and kept on file. The PPE Training Quiz (**Appendix E**) will be used to evaluate workers' understanding and will be kept in the worker training records. The record documents that the worker has received and understands the required training on the specific PPE they will be using.

Retraining

The need for retraining will be indicated when:

- A worker's habits, or knowledge indicate a lack of necessary understanding, motivation or skills required to properly use the PPE
- New equipment is installed that requires new or different PPE
- Changes in the workplace make previous training obsolete
- Changes in the types of PPE to be used make previous training obsolete
- Upon supervisor requests

Periodic Program Review

At least annually, the Program Administrator will conduct a program review to assess the progress and success of the program. The review will consider the following:

- Evaluation of all training programs and records
- The need for retraining of managers, supervisors, and workers
- The jobs, processes or areas that have produced a high incidence rate of injuries or illnesses

- The Program's success will be determined and reported to senior management based upon comparison to previous years, using the following criteria:
    - Cost and frequency of workers' compensation cases
    - Worker and supervisor feedback through direct interviews and questionnaires

Annual reviews will be documented with the form shown in **Appendix C**.

Outside Contractors

Whenever outside personnel are contracted to work on-site, the Program Administrator or location management will communicate all necessary PPE safety requirements to the contractor before any work commences.

Record Retention

Written records will be kept which include trainee names, the type of training provided and the dates when training occurred. The Program Administrator will maintain the written hazard assessment and worker training for the duration of employment for all affected workers exposed to the identified hazards. Program Administrator will also retain worker PPE training records for the duration of employment.

The Program Administrator will maintain the Hazard Assessment Form for each work site.

Appendix A
PPE Hazard Assessments

Survey

The Program Administrator will conduct a walk-through survey of the workplace per the company schedule. The survey is to identify sources of hazards to workers. The following hazard categories will be examined in each area and for each person and their tasks:

- Impact
- Penetration
- Compression
- Chemical/Gasses
- Heat/Cold
- Harmful dust
- Light (Optical) radiation
- Noise
- Falling objects
- Vibration
- Electrical shock

Hazard Sources

During the walk-through survey, the Program Administrator will observe:

- Sources of motion, i.e., machinery or processes where any movement of tools, machine elements or particles could exist, or movement of personnel that could result in collision with stationary objects
- Sources of high temperatures that could result in burns, eye injury, ignition of protective equipment, etc.
- Types of chemical exposures
- Sources of harmful dust
- Sources of light radiation, i.e., welding, brazing, cutting, furnaces, heat treating, high-intensity lights, etc.
- Sources of falling objects or potential for dropping objects
- Sources of sharp objects which might pierce the feet or cut the hands
- Sources of rolling or pinching objects which could crush the feet
- Layout of workplace and location of coworkers
- Any electrical hazards

Injury and accident data will also be reviewed to help identify problem areas.

Results

Following the walk-through survey, the data and information will be organized by work area and job description. An estimate of the potential for injuries will be made. Each of the basic hazards will be reviewed and a determination made as to type, level of risk, and severity of potential injury from each of the hazards identified.

The possibility of exposure to multiple hazards simultaneously will be considered.

Strategies for elimination, substitution, engineering, and administrative controls will be identified and implemented for all possible identified hazards. After applying all appropriate reduction and elimination technique, the remaining hazards will be analyzed and the proper PPE to reduce the hazards will be selected. PPE will be identified for hazards that are in the process of being reduced or eliminated and/or when hazard-reduction efforts are not 100% effective in eliminating the hazards.

Appendix B
Hazard Assessment

Building: _____ Date: _____
Location: _____ Prepared By: _____
Job Task: _____

Does the job task present an occupational exposure to?

Eye Hazards	Yes	No	Hazard Description	Recommended PPE
Chemicals				
Dust				
Heat				
Cold				
Impact				
Light/Radiation				

Face Hazards	Yes	No	Hazard Description	Recommended PPE
Chemicals				
Impact				
Heat				
Cold				
Light/Radiation				

Head Hazards	Yes	No	Hazard Description	Recommended PPE
Chemicals				
Impact				
Heat				
Cold				
Light/Radiation				
Electrical Shock				

Hand Hazards	Yes	No	Hazard Description	Recommended PPE
Chemicals				
Impact/ Punctures				
Heat				
Cold				
Vibration				
Electrical Shock				
Cuts/Abrasions				

Foot Hazards	Yes	No	Hazard Description	Recommended PPE
Chemicals				
Impact/ Punctures				
Heat				
Cold				
Vibration				
Electrical Shock				
Compression				
Electrostatic Build-up				

Respiratory Hazards	Yes	No	Hazard Description	Recommended PPE
Fumes				
Mists				
Dusts				
Vapors				
Lack of Oxygen				
Particles				
Heat/Cold				

Noise Hazards	Yes	No	Hazard Description	Recommended PPE
Impact Noise >140 dBA				
Continuous Noise >85 dBA				

Appendix C
Evaluation Report

Date of evaluation:	Evaluated by (list all present):
Written program reviewed: Yes No	
Detailed description of the procedures reviewed:	
Describe any procedure modifications:	
Have any new procedures been added?	
A review of the log of occupational injuries and illnesses (OSHA Form 300 or equivalent) and the associated accident reports and injury and illness reports was made: Yes No	
The following injuries resulted from failure to use the correct PPE:	
Any actions needed or taken to ensure PPE use:	
Comments:	

Appendix D
Worker Training Record

The following individuals received training on The Company Personal Protective Equipment Program:

Print Name	Sign Name	PPE

The undersigned conducted training in accordance with this Personal Protective Equipment Program:

Print Instructor's Name	
Instructor's Signature	
Instructor's Title	
Date of Training	

Appendix E
Training Outline

Hazard Identification/PPE Selection

- Familiarize the workers with the potential hazards and the type of protective equipment that is available, and what it can do, i.e., splash protection, impact protection, etc.
- Compare the hazards associated with the environment, i.e., impact velocities, projectile shape of masses, radiation intensities, with the capabilities of the available protective equipment
- Identify the selected protective equipment which is at a level of protection greater than the minimum required to protect the worker from hazards
- Fit the user with the protective device and give instructions on care and use of the PPE
- Ensure that workers are made aware of all warning labels and limitations of their PPE

Fitting the Device

Each worker will be fitted with appropriate PPE. PPE that fits poorly may not afford the necessary protection. Protective devices are generally available in a variety of sizes. Care should be taken to ensure that the right size is selected. Continued wearing of the device is more likely if it fits the wearer comfortably.

Hazard Changes

It is the responsibility of supervisors and workers to inform the Program Administrator if they identify a change in the workplace hazard situation.

Guidelines

Training will cover the company requirement of PPE usage. Each type of PPE provided will be reviewed as to its purpose and function in the work environment. As required, the following types of PPE must be covered:

- Eye and face protection
- Head protection
- Foot protection
- Hand protection
- Hearing protection
- Respiratory protection

Cleaning and Maintenance

It is important that all PPE be kept clean and properly maintained. Cleaning is particularly important for eye and face protection where dirty or fogged lenses could impair vision. It is also important to ensure that contaminated PPE, which cannot be decontaminated, is disposed of in a manner that protects workers from exposure to hazards.

RECORDS RETENTIONS

PURPOSE

The purpose of this section is to provide workers and their designated representatives a right of access to relevant exposure and medical records to fulfill responsibilities under the Occupational Safety and Health Act (OSHA). Access by workers and their representatives, is necessary to yield both direct and indirect improvements in the detection, treatment, and prevention of occupational disease.

SCOPE

This section applies to all worker exposure and medical records, and analyses thereof, made, or maintained in any manner, including an in-house or contractual basis. TRISTATE MASON LLC, hereafter referred to as "The Company" shall assure that the preservation and access requirements of this section are complied with regardless of the manner in which records are made or maintained.

Notification

Upon initial employment workers will be briefed and at least annually thereafter, informed via a bulletin board or community location posting of the following:

- The existence, location, and availability of worker records for exposure to toxic substances or harmful physical agents.
- The person responsible for maintaining and providing access to the records. Contact your Resources Manager or Safety Representative to initiate this request.
- The worker right of access to those records.
- The entire section pertaining to records retention is available for worker review by contacting the Safety Representative, Human Resources, or delegate.

Record Keeping

The Human Resources Manager is responsible for maintaining and providing access to workers' occupational medical records. These records are kept separately from other worker records. All medical records will be retained following local, company and jurisdictional requirements.

The medical records of workers who have worked for less than (1) year for the employer need not be retained beyond the term of employment if they are provided to the worker upon the termination of employment.

Medical records are records concerning the health status of a worker which is made or maintained by a physician, nurse or other health care provide or technician.

Medical records consist of:

- Medical and employment questionnaires or histories (including job description and occupational exposures)
- The results of medical examinations (pre-employment, pre-assignment, periodic, or episodic) and laboratory tests (including chest and other X-ray examinations taken for the purposes of establishing a baseline or detecting occupational illness, and all biological monitoring not defined as an "employee exposure record")
- Medical opinions, diagnoses, progress notes, and recommendations
- First aid records
- Descriptions of treatments and prescriptions
- Employee medical complaints

Worker exposure records shall be maintained for the duration of employment and for 30 years thereafter and should include the following:

- Environmental (workplace) monitoring including personal, area, grab, swipe (wipe over a designated area), etc. type samples
- Biological monitoring—level of chemical in the blood, urine, hair, fingernails, etc.
- Safety data sheets or a chemical inventory or any other record which reveals where and when used and the identity (e.g., chemical, common, or trade name) of a toxic substance or harmful physical agent

Upon written request from an approved requestor such as a local or federal jurisdiction The Company will remove all personal identifiers before releasing the medical/exposure records.
Access

Each worker or designated representative has the right to request access to his/her records. The company shall assure that access is provided in a reasonable time, place, and manner. The company will provide a copy of the medical records within fifteen (15) working days.

The worker may access his/her records by making a request to the Human Resources Manager or Safety Representative or delegate. The company will release a worker's medical records only if the worker has given specific, written consent (see Attachment 6-1).

If the company cannot reasonably provide access to the record within fifteen (15) working days, the company shall within the fifteen (15) working days apprise the worker or designated representative requesting the record of the reason for the delay and the earliest date when the record can be made available.

- In the case of an original X-ray, the employer may restrict access to on-site examination or make other suitable arrangements for the temporary loan of the X-ray.
- Records or copies will be provided at no cost to the worker.

- Whenever a record has been previously provided without cost to a worker or designated representative, the company may charge reasonable, non-discriminatory administrative costs (i.e., search and copying expenses but not including overhead expenses) for a request by the worker or designated representative for additional copies of the record.
- No charge for an initial request for a copy of new information that has been added to a record which was previously provided.
- No charge for an initial request by a recognized or certified collective bargaining agent for a copy of a worker exposure record or an analysis using exposure or medical records.

Transfer of records

Whenever ceasing to do business, the company shall transfer all records subject to this section to the successor employer. The successor employer shall receive and maintain these records.

Whenever ceasing to do business and there is no successor employer to receive and maintain the records subject to this standard, the company shall notify affected workers of their rights of access to records at least three (3) months prior to the cessation of business.
References

Code of Federal Regulation, Title 29, Part 1910.1020

Attachment 6-1
Release of Worker Medical Records

Sample Authorization letter for the release of worker medical record information to a designated representative
I, _____, (full name of worker/patient) hereby authorize _____ (individual or organization holding the medical records) to release to _____ (individual or organization authorized to receive the medical information), the following medical information from my personal medical records:

_____
_____
_____

(Describe generally the information desired to be released).

I give my permission for this medical information to be used for the following purpose:

_____
_____

But I do not give permission for any other use or re-disclosure of this information.

(**Note:** Several extra lines are provided below so that you can place additional restrictions on this authorization letter if you want to. You may, however, leave these lines blank. On the other hand, you may want to (1) specify a particular expiration date for this letter (if less than one year); (2) describe medical information to be created in the future that you intend to be covered by this authorization letter; or (3) describe portions of the medical information in your records which you do not intend to be released as a result of this letter.)

_____
_____
_____
_____
_____
_____
_____
_____

Full name of Worker or Legal Representative

_____

Signature of Worker or Legal Representative & Date

_____

RESPIRATORY PROTECTION

PURPOSE

The purpose of this policy is to establish a respiratory protection program for TRISTATE MASON LLC, hereafter referred to as "The Company", that ensures workers are provided with the necessary information, training, and equipment to protect themselves from harmful vapors and oxygen deficient respiratory hazards in the workplace. The program is designed to comply with OSHA, ANSI, and other applicable standards and regulations.

POLICY

It is management's responsibility to implement this program at no cost to the workers and it is the worker's responsibility to comply with all aspects of this program. Any voluntary use of respiratory protection equipment by workers shall be governed by the provisions of this program, also at no expense to the workers.

RESPONSIBILITIES

Management

Management has the responsibility of overseeing the implementation of this policy and assigning program administrators for each site location. These administrators must be suitably trained and have the appropriate accountability and responsibility to fully manage the site respiratory program. The program administrator will report, at least annually, on the effectiveness of the program to management, and be authorized to make appropriate changes to the site program. The administrators will be identified by name in the specific site program.

Supervisor

It is the responsibility of the supervisor to ensure that all workers under their control are completely knowledgeable of the respiratory requirements of this program. Supervisors are to ensure that workers have been trained and are medically fit to use respiratory equipment safely. It is the supervisors' duty to monitor the workers' diligence in following procedures and take appropriate action when deficiencies are observed.

Workers

It is the responsibility of the worker to be aware of and practice the information presented in the training. Specifically, worker responsibilities are to report equipment malfunctions, seal check their respirator before every use, and to report medical or physical changes that could affect respirator use.

PROCEDURES

Hazard Assessment

Respiratory hazard determination starts at the planning stage of a job. The Company will identify all known hazards as required by the hazard communication standard. Evaluation of the hazards consists of exposure duration, potential for contact, and known or potential concentrations. When the hazard is a federally controlled substance, that hazard shall be assessed and monitored as dictated by that specific standard. A respiratory hazard may not have an established OSHA permissible exposure limit documented; however, all provisions of this program will be enforced to protect the health of the workers.

Acceptable methods for estimating respiratory hazards include:

- Worker exposure monitoring is the most reliable and accurate method to determine exposure.
- Use of objective data – This is the use of data obtained from industry studies, trade associations or from tests conducted by chemical manufacturers. The objective data shall represent the highest contaminant exposures likely to occur under reasonably foreseeable conditions of processing, use or handling. If objective data is used for assessment, the data must be documented as part of the written program.
- Mathematical Approach – The use of physical and chemical properties of air contaminates, combined with information on room dimensions, air exchange rates, contaminant release rates, and other pertinent data including exposure patterns and work practices to estimate maximum exposure levels in the workplace.
- Where worker exposure cannot be identified or reasonably estimated, the atmosphere will be considered immediately dangerous to life and health (IDLH). Also, atmospheres that are oxygen deficient will be treated as IDLH conditions.
- Accidental release or emergency response must be a consideration when estimating hazard exposure.

Hazard Control

<u>Engineering Controls</u>: This should be the first consideration when evaluating hazard exposure.

- Substitution of a less or non-toxic substance to replace a more harmful one. Example: Sandblasting with black grit instead of silica sand.
- Isolation or encapsulation of the process. Example: To spray asbestos insulation with glue paste to lessen exposure levels.
- Ventilation to remove contamination from the work area before exposure. Example: Mechanical dust collection system installed to capture contaminants and reduce buildup.

Administrative Controls:

- Especially effective for repetitive stress and heat stress control, crew rotation could increase productivity in contaminated atmospheres.
- Adjust the length of the work shift. Instead of two 12-hour shifts, it may be more effective to have three 8-hour shifts.
- Change scheduled work to limit the number of workers exposed. The scheduling of other work near the exposure area could be limited until exposure is gone.

Personal protective devices for the control of respiratory hazards are to be used as a last resort, and only when other means of control are not practical or feasible. Respiratory equipment will be provided for workers use against harmful vapors & oxygen deficient atmospheres. Respiratory protection may be required while implementing engineering controls, or in conjunction with other control methods. Engineering controls may only lessen the exposure but are required to be implemented along with personal protective devices. Respirators shall be provided which are applicable and suitable for the purpose intended.

Respirator Selection

Selecting the proper respirator can be very complex and is critical in having an effective respiratory program. The program administrator must solicit information from all available professional resources concerning exposure controls.

Factors that must be considered include:

- The nature of the hazardous operation or process
- The type of respiratory hazard (including physical properties, oxygen deficiency, physiological effects on the body, concentration of toxic material or airborne radioactivity level, established exposure limits for the toxic materials, established permissible airborne concentration for radioactive material, and established immediately dangerous to life or health concentration for toxic material)
- The location of the hazardous area in relation to the nearest area having respirable air
- The period of time for which respiratory protection must be worn
- The activities of workers in the hazardous area
- The physical characteristics and functional capabilities and limitations of the various types of respirators
- Respirator-assigned protection factors listed in Attachment I, Table 1

Respirators for use under IDLH conditions:

The required respiratory protection for IDLH conditions caused by the presence of toxic materials, or a reduced percentage of oxygen, is a combination full face piece pressure demand supplied air respirator (SAR) with auxiliary self-contained air supply. For rescue applications, a full-face piece pressure demand SCBA certified by National Institute for Occupational Safety & Health (NIOSH) for a minimum service life of thirty minutes is acceptable.

When respirators are worn under IDLH conditions, at least one standby person shall be present in a safe area. The standby person shall have the proper equipment available to assist the respirator wearer in case of difficulty. Communications (visual, voice, signal line, radio, or other suitable means) shall be maintained between the standby person and the wearer. While working in the IDLH atmosphere, the wearer shall be equipped with safety harness and safety lines to permit removal to a safe area, if necessary. Provisions for rescue other than safety harness and lines may be used if equivalent.

Breathing Air Quality

Workers using supplied breathing air equipment shall be thoroughly trained in its use.

Breathing air is typically supplied from cylinders or via a compressor. Appropriate measures shall be taken to ensure that all compressed breathing air meets at least the requirements for Grade D breathing air described in ANSI/Compressed Gas Association Commodity Specification for Air, G-7.1-1989, to include:

- Oxygen content (v/v) of 19.5-23.5%
- Hydrocarbon (condensed) content of 5 milligrams per cubic meter of air or less
- Carbon monoxide (CO) content of 10 ppm or less
- Carbon dioxide content of 1,000 ppm or less
- Lack of noticeable odor

Suppliers of breathing air cylinders shall provide The Company with a certificate of analysis with each delivery certifying that the breathing air meets the requirements for Grade D breathing air; and that the moisture content in the cylinder does not exceed a dew point of -50 degrees F (-45.6 degrees C) at 1 atmosphere pressure. The certificate shall have the name of the breathing air supplier, the testing technician and date of test.

Breathing air cylinders shall be tested and maintained as prescribed in the Shipping Container Specification Regulations of the Department of Transportation (49 CFR part 173 and part 178).

Breathing Air Compressors - Compressors used to supply breathing air to respirators shall be constructed and situated so as to:

- Prevent entry of contaminated air into the air-supply system
- Minimize moisture content so that the dew point at 1 atmosphere pressure is 10 degrees F (-5.56 degrees C) below the ambient temperature
- If required to ensure delivery of Grade D air to the user, provide suitable in-line air-purifying sorbent beds and filters. All filters, cartridges and canisters shall be labeled, and color coded with the NIOSH approval label and the label shall remain legible. Sorbent beds and filters shall be maintained and replaced or refurbished periodically following the manufacturer's instructions. A tag containing the most recent change date and the signature of the person authorized by the employer to perform the change shall be attached to the equipment

- For compressors that are not oil lubricated, The Company shall ensure that carbon monoxide levels in the breathing air do not exceed 10 ppm
- For oil-lubricated compressors, The Company shall use a high-temperature or carbon monoxide alarm, or both, to monitor carbon monoxide levels. If only high-temperature alarms are used, the air supply shall be monitored at intervals sufficient to prevent carbon monoxide in the breathing air from exceeding 10 ppm
- The air shall be routinely tested to ensure that it meets Grade D requirements

In addition, a stand-by attendant shall be on watch anytime workers are using breathing air supplied directly by a compressor.

Breathing air couplings shall be incompatible with outlets for non-respirable worksite air or other gas systems. No asphyxiating substance shall be introduced into breathing airlines.

Training

To protect workers from exposure to respiratory hazards using OSHA and ANSI standards as minimum guidelines, all workers who will wear respiratory protection will be trained on this policy. Training will be provided prior to job assignment where respirator equipment is required, and annually thereafter. Additional training is required when there are deficiencies in the worker's knowledge/skills or when there is a change in the workplace or respiratory equipment that renders previous training obsolete. The training will include the following:

- Responsibilities of workers and supervisors
- How, why and for what jobs we use respirators
- Hazard assessment including limitations of respirators
- Hazard control
- Respirator selection
- Medical evaluation
- Respirator fit test
- Maintenance, care, and storage
- Medical surveillance
- Program evaluation

All training shall be conducted in a way that is understandable to the worker and is documented.

- Why use respiratory protection
    - The nature, extent, and effects of respiratory hazards
    - Consequences of improper fit, usage and maintenance on respirator effectiveness
- Limitations and capabilities of the respirator

- Air purifying respirators that filter either particles, or absorb vapors and gases
- Air supplying respirators that supply air from an uncontaminated source
- Limitations of respirators in IDLH atmospheres and for emergency use only

- How respirators are inspected, donned, removed, seal checked and worn
  - What to do if respirators have defects
  - Who to report problems to during use
  - Proper technique for donning and removing the respirator, and how to store it when not in use
  - How to seal check using the positive and/or negative pressure method

- Methods of maintenance and storage
  - Visual inspection of parts for worn or defective items
  - How to keep the issued respirator clean and sanitary
  - Requirement to disinfect and sanitize before reissue to other workers
  - Proper storage in a cool, clean, and dry location, placing them in a clean, sealed plastic bag after drying

- Medical signs and symptoms that may limit or prevent the effective use of respirators
  - An awareness of physical conditions that may indicate warning signs
  - An obligation to report signs and symptoms and the opportunity for medical reevaluation
  - Changes in weight (gain or loss)
  - Physical changes in facial structure
  - Changes in endurance, stability, or general health
  - Medication for illness

Medical Evaluation

All workers whose job classification may require the use of respiratory protection shall be evaluated and certified by a physician or a licensed health care professional (PLHCP) as being “medically fit” to wear a respirator. For new hires, the medical evaluation shall be made before any use of respiratory equipment. Thereafter, the evaluation shall occur at a minimum annually. The medical evaluation consists of, at a minimum, the administration of a health questionnaire meeting federal guidelines or provisions for a physical examination by a PLHCP that elicits the same information as the questionnaire. The PLHCP shall be provided with supplemental information by the employer on the description of the job classification, possible work conditions and any additional personal protective equipment. that may be required of the worker while using respiratory equipment. Also, a copy of this program will be given to the PLHCP for reference along with the OSHA standard.

The administration of the health questionnaire will be done during work hours and at no cost to the worker. The information on the questionnaire shall remain confidential between the PLHCP and the worker. The worker must have access to the PLHCP for discussion and asking questions concerning their medical evaluation. The Company will only receive a recommendation of the worker's ability to wear respiratory equipment.

If a worker is restricted by the PLHCP from wearing a negative pressure respirator, but otherwise physically able to perform duties with a powered air respirator, then reasonable accommodations will be made by the program administrator not to have this restriction limit the worker's ability to perform his job.

Respirator Fit Test

Respirator fit testing is required of all workers prior to using a positive or negative tight-fitting respirator. The fit test will be specific for respirator manufacturer, model, and size. This test is to be repeated annually, or if there is a change in the respiratory equipment. Some substance specific standards may call for more frequent testing and dictate a specific protocol, which would take precedence over this program. A change in the worker's physical appearance can affect the seal of a respirator and may require re-testing. If the respirator is unacceptable to the worker due to comfort, irritation, or inability to get a seal, the worker will be offered a reasonable selection for an alternate choice of respirators.

The worker will be asked to wear the proposed respirator for a period of time to become familiar with the feel and fit. No obstacles can be between their face and the sealing surface of the respirator, including facial hair of 24 hours or more growth, sideburns that extend into the sealing surface or hair that is long enough to prevent proper function of the respirator. Jewelry, caps, hats, scarves, and certain safety gear must be evaluated as part of the fit test if the worker is permitted or required to wear them during work. OSHA did not restrict the use of contact lens with respirators but did mandate that the use of corrective lens shall not interfere with the seal of the respirator. Any adaptive devices for vision correction with respiratory equipment will be supplied at no cost to the worker. The worker will be instructed on how to field check respiratory equipment. The positive and negative seal check methods of verifying a good seal shall be required before every entry into a respiratory hazard area. These seal checks are not to be considered a fit test.

Positive Seal Check

A positive seal check is accomplished by effectively sealing the exhalation valve and slowly exhaling. This should create a slight, positive pressure inside the face piece for a short period of time. The participant must be careful not to exhale too fast or small leaks can be nullified and/or large leaks artificially created.

Negative Seal Check

A negative seal check is accomplished by effectively sealing the inhalation ports of the respirator and inhaling slowly. The participant should be able to create a negative pressure inside the respirator and hold it for a short period of time. Inhaling too fast may nullify small leaks and/or artificially create other leaks.

Fit Test (See Attachment V, Table 2 for "Acceptable Fit-Testing Methods")

- Qualitative fit test – a pass/fail test that relies on the subject to detect a challenge agent and is predicated on an individual's sensory response.
- Quantitative fit test – uses an instrument to measure the challenge agent inside the respirator and gives a numerical value to the test data.

If qualitative testing is used, the worker should be informed of the exposure limitations. A limit of 10 times the permissible exposure level for an 8-hour duration is the maximum exposure for either a half mask, or full-face piece negative pressure respirator.

For OSHA guidelines, refer to Attachment V, Table 2 for Acceptable Fit Test Methods.

Irritant Smoke Protocol

Irritant smoke protocol for qualitative fit testing is very effective, since it is the only challenge agent that does not rely on a voluntary response. This type of test requires that the tester be well trained in the correct and safe use of the irritant smoke tubes. The smoke tubes can be a health hazard if not used properly and in a well-ventilated room. Specific step by step procedures are referenced in Attachment III.

Maintenance and Care

The Company will provide for the cleaning and disinfecting, storage, inspection, and repair of respirators that are issued to their workers. There are specific guidelines to follow in Attachment IV to ensure the respirators are clean and disinfected. Respirators designated for the exclusive use of a worker shall be the responsibility of that worker to maintain and keep in a sanitary condition. Respirators issued to more than one worker shall be cleaned and disinfected before being worn by different individuals. Respirators maintained for emergency, training, or fit testing use shall be cleaned and disinfected after every use.

Storage

Respirators shall be stored to protect them from damage, contamination, dust, sunlight, extreme temperatures, excessive moisture, and damaging chemicals. They shall be packed or stored to prevent deformation of the face piece. Emergency respirators shall, in addition, be kept accessible to the work area and stored in easily identifiable coverings. Reference the manufacturer's instructions for other recommendations.

Inspection

Respirators are inspected on a regular basis and workers are instructed on how to inspect their respirator. All respirators used on a routine basis shall be inspected before each use and during cleaning. All emergency respirators shall also be inspected at least monthly. Respirator inspection shall include the tightness of

connections and the condition of various parts including, but not limited to, the face piece, head straps, valves, gaskets, connecting tubes, cartridges, canisters, and filters. Also, check all elastic parts for deterioration and pliability. Inspection of self-contained breathing apparatus shall be done only by trained technicians competent with that specific brand, make and model of respiratory equipment. The technician conducting the inspection shall certify the inspection by attaching a signed and dated tag or label to the equipment.

Repairs

Equipment that is defective, broken or otherwise in need of repair shall be identified immediately by attaching a red tag and stating the reason it is out of service. Repairs to respirator equipment shall be made by competent workers and only with the manufacturers' recommended replacement parts. Absolutely no substitution of parts is allowed that is not authorized by the NIOSH approval.

Medical Surveillance

Workers should be aware of medical conditions that would prevent or limit their use of respiratory equipment. Supervisors shall be informed when workers experience medical difficulties that may affect or be a result of respirator use. Substance specific hazards may require a specific medical monitoring procedure that requires biological testing. Workers will be required to complete a medical questionnaire initially, and then further evaluation at the frequency determined by the medical evaluator.

Program Evaluation

The supervisor will monitor the work site for acceptance of and compliance with the written respiratory program. The supervisor will address issues where workers have had deficient respiratory issues, i.e., cartridge breakthrough and the respirator effectiveness. Workers will be asked questions about the effectiveness of the program and encouraged to offer suggestions for improvement including how the fit test protocol was performed, the maintenance procedures for care and storage of respirators and overall program. Periodic audits will be documented and reviewed by the program administrator. The program administrator will report, at least annually, to the management on the effectiveness of the total program.

Attachment I
Table 1: Assigned Protection Factors

Type of respirator	Respiratory inlet covering	
	Half Mask	Full Facepiece
Air purifying	10	100
Atmosphere supplying		
SCBA (demand)	10	100
Airline (demand)	10	100

Type of respirator	Respiratory inlet covering			
	Half mask	Full Face	Helmet/ hood	Loose-fitting facepiece
Powered air purifier	50	1000	1000	25
Atmosphere supplying airline				
Pressure demand	50	1000	-	-
Continuous flow	50	1000	1000	25
Self-contained breathing apparatus				
Pressure demand Open/closed circuit	-		-	-

1) Includes ¼ mask, disposable half masks, and half masks with elastomeric facepieces.
2) Demand SCBA shall not be used for emergency situations such as firefighting.
3) Protection factors listed are for high-efficiency filters and sorbents (cartridges and canisters). With dust filters, an assigned protection factor of 100 is to be used due to the limitations of the filter.
4) Although positive-pressure respirators are currently regarded as providing the highest level of respiratory protection a limited number of recent simulated workplace studies concluded that all users may not achieve protection factors of 10,000. Based on this limited data, a definitive assigned protection factor could not be listed for positive-pressure SCBA's. For emergency planning purposes where, hazardous concentrations can be estimated, an assigned protection factor of no higher than 10,000 should be used.

NOTE: Assigned protection factors are not applicable for escape respirators. For combination respirators, e.g., airline respirators equipped with an air-purifying filter, the mode of operation in use will dictate the assigned protection factor to be applied.

Attachment II
Respirator Selection

Logic Guide: Reference ANSI 288.2 – 1992 7.2.2.

Respirator selection involves reviewing each operation to (a) determine what hazards may be present (hazard determination) and (b) select which type or class of respirators can offer adequate protection.

Hazard Determination Steps

The nature of the hazard shall be determined as follows:

- Determine what contaminant(s) may be present in the workplace.
- Determine whether there is a published Threshold Limit Value, Permissible Exposure Limit, or any other available exposure limit or estimate of toxicity for the contaminant(s). Determine if the IDLH concentration for the contaminant is available.
- Determine if there is a comprehensive health standard (e.g., lead, asbestos) for the contaminant(s). If so, there may be specific respirators required that influence the selection process.
- If the potential for an oxygen-deficient environment exists, measure the oxygen content.
- Measure or estimate the concentration of the contaminant(s).
- Determine the physical state of the contaminant. If an aerosol determines or estimates the particle size. Determine if vapor pressure of the aerosol is significant at the maximum expected temperature of the work environment.
- Determine whether the contaminant(s) present can be absorbed through the skin, produce skin sensitization, or be irritating or corrosive to the eyes or skin.
- Determine for a gas or vapor contaminant(s) if a known odor, taste, or irritation concentration exists.

Selection Steps

The proper respirator shall be selected as follows:

- If unable to determine what potentially hazardous contaminant may be present, the atmosphere shall be considered IDLH.
- If no exposure limit or guideline is available and estimates of the toxicity cannot be made, the atmosphere shall be considered IDLH.
- If a specific standard exists for the contaminant, follow those guidelines/requirements.
- If there is an oxygen-deficient atmosphere, the type of respirator selected depends on the partial pressure and concentration of oxygen and the concentration of the other contaminant(s) that may be present.

- If the measured or estimated concentration of the contaminant(s) is considered IDLH, reference “Respirators for use under IDLH conditions” at the end of this guide.

- Divide the measured or estimated concentration of each contaminant by the exposure limit or guideline to obtain a hazard ratio. When two or more substances are present, consideration needs to be given if there is a synergistic or combined effect of exposure rather than considering each substance individually. Select a respirator with an assigned protection factor greater than the value of the hazard ratio, as listed in Attachment I, Table 1.
- If the contaminant(s) is a gas or vapor only, select a device with an assigned protection factor that is greater than the hazard ratio. The concentration shall also be less than the maximum use concentration of the cartridge/canister.
- If the contaminant is a paint, lacquer, or enamel, select a respirator approved specifically for paint mists or an atmosphere-supplying respirator. (Approval label or regulatory provision may preclude use for some paints.)
- If the contaminant is a pesticide, select a respirator and filtration system specifically approved for pesticides or an atmosphere-supplying respirator. (Approval label may preclude use for some pesticides.)
- If the contaminant is an aerosol with an unknown particle size, or less than 2 um (MMAD), a high-efficiency filter shall be used.
- If the contaminant is a fume, use a filter approved for fumes or a high-efficiency filter.
- If the contaminant is an aerosol with a particle size greater than 2 um (MMAD), any filter type (dust, fumes, mist, or high efficiency) may be used.
- If the contaminant is a gas or vapor and has poor warning properties, the use of an atmosphere-supplying respirator is generally recommended.
- When atmosphere-supplying respirators cannot be used because of the lack of a feasible air supply, or the need for worker mobility, air-purifying devices should be used only if:

    - The air-purifying respirator has a reliable end-of-service-life indicator that will warn the user prior to contaminant breakthrough or,
    - A cartridge change schedule is implemented based on cartridge service data including desorption studies (unless cartridges are changed daily), expected concentration, pattern of use, duration of exposure, and the chemical does not have a ceiling limit.

- Respirators for use under IDLH atmospheres:

    - The required respiratory protection for IDLH conditions caused by the presence of toxic materials, or a reduced percentage of oxygen, is a combination full face piece pressure demand supplied air respirator (SAR) with auxiliary self-contained air supply. For rescue applications, a full-face piece pressure demand SCBA certified by NIOSH for a minimum service life of thirty minutes is acceptable.
    - When respirators are worn under IDLH conditions, at least one standby person shall be present in a safe area. the standby person shall have the proper equipment available to assist the respirator wearer in case of difficulty. Communications (visual, voice, signal line, intercom, radio, or other suitable means) shall be

maintained between the standby person and the wearer. While working in the IDLH atmosphere, the wearer shall be equipped with a safety harness and lifeline to permit removal to a safe area, if necessary. Provisions for rescue other than harness and lifeline may be used if equivalent.

- Special considerations for confined space entry into IDLH conditions are not addressed in this policy.

Use and duration of cartridges:

Contaminant (1)	Maximum Concentration	Maximum Use Time (2) (Hours)
1,3 Butadiene	50	1
Ammonia	100	4
Benzene	10	8
Benzene	50	4
Chemicals not specified (3)	NA	1
Naphtha	100	4
Naphtha	500	2
Particulates (including dust, mists, welding fumes)	NA	8
Sulfur Dioxide	50	8
Total Hydrocarbons (as n-hexane)	100	4
Total Hydrocarbons (as n-hexane)	500	1

- If more than one contaminant is present, use the lowest maximum use time.
- Cartridges should be changed out if the contaminant can be detected inside the respirator mask, regardless of the maximum use time.
- Cartridges for chemicals not listed should be used for only 1 hour. This will err on the side of safety. If specific information is needed on a particular chemical, consult with the SDS or your supervisor.

Attachment III
Fit Testing

If the test subject is not familiar with using a particular respirator, the test subject shall be directed to don the face piece several times and to adjust the straps to become adept at setting the proper tension on the straps.

- Assessment of comfort shall include a review of the following points with the test subject and allowing the test subject adequate time to determine the comfort of the respirator:
    - Position of the mask on the nose
    - Room for eye protection
    - Room to talk
    - Position of mask on face and cheeks
- The following criteria shall be used to help determine the adequacy of the respirator fit:
    - Chin properly placed
    - Adequate strap tension, not overly tightened
    - Fit across nose bridge
    - Respirator of proper size to span distance from nose to chin
    - Tendency of respirator to slip
    - Self-observation in mirror to evaluate fit and respirator position
- The test subject shall conduct a user seal check, utilizing the negative and positive pressure seal check methods. Before conducting the negative and positive pressure checks, the subject shall be told to seat the mask on the face by moving the head from side-to side and up and down slowly while taking a few slow deep breaths. Another face piece shall be selected and retested if the test subject fails the user seal check tests.
- The test shall not be conducted if there is any hair growth between the skin and the face piece sealing surface, such as stubble beard growth, beard, mustache, or sideburns which cross the respirator sealing surface. Any type of apparel, which interferes with a satisfactory fit, shall be altered or removed.
- If the worker finds the fit of the respirator unacceptable, the test subject shall be given the opportunity to select a different respirator and to be retested.
- Exercise regimen: Prior to the commencement of the fit test, the test subject shall be given a description of the fit test and the test subject's responsibilities during the test procedure. The description of the process shall include a description of the test exercise that the subject will be performing. The respirator to be tested shall be worn for at least 5 minutes before the start of the fit test

- The fit test shall be performed while the test subject is wearing any applicable safety equipment that may be worn during actual respirator use, which could interfere with respirator fit.

- Test exercises: The following test exercises are to be performed for all fit testing methods. The test subject shall perform exercises, in the test environment, in the following manner:

    - Normal breathing: In a normal standing position, without talking, the subject shall breathe normally.
    - Deep breathing: In a normal standing position, the subject shall breathe slowly and deeply, taking caution so as not to hyperventilate.
    - Turning head side to side: Standing in place, the subject shall slowly turn his/her head from side to side between the extreme positions on each side. The head shall be held at each extreme momentarily so the subject can inhale at each side.
    - Moving head up and down: Standing in place, the subject shall slowly move his/her head up and down. The subject shall be instructed to inhale in the up position (i.e., when looking toward the ceiling).
    - Talking: The subject shall talk out loud slowly and loud enough to be heard clearly by the test conductor. The subject can be read from a prepared text such as the Rainbow Passage, count backward from 100, or recite a memorized poem or song.

Rainbow Passage

When the sunlight strikes raindrops in the air, they act like a prism and form a rainbow. The rainbow is a division of white light into many beautiful colors. These take the shape of a long round arch, with its path high above, and its two ends apparently beyond the horizon. There is, according to legend, a boiling pot of gold at one end. People look, but no one ever finds it. When a person looks for something beyond reach, his friends say he is looking for the pot of gold at the end of the rainbow.

- Bending over: The test subject shall bend at the waist as if he/she were to touch his/her toes. Jogging in place shall be substituted for this exercise in those test environments that do not permit bending over at the waist.
- Normal breathing: Same as exercise (H,1).

Each test exercise shall be performed for one minute. The test subject shall be questioned by the test conductor regarding the comfort of the respirator upon completion of the protocol. If it has become unacceptable, another model of respirator shall be tried. The respirator shall not be adjusted once the fit test exercises begin. Any adjustment voids the test, and the fit test must be repeated.

Irritant Smoke Protocol

This qualitative fit test uses a person's response to the irritating chemicals released in the "smoke" produced by

a stannic chloride ventilation smoke tube to detect leakage into the respirator.

General Requirements and Precautions

- The respirator to be tested shall be equipped with high efficiency particulate air (HEPA) or P100 series filter(s).
- Only stannic chloride smoke tubes shall be used for this protocol.
- No form of test enclosure or hood for the test subject shall be used.
- The smoke can be irritating to the eyes, lungs, and nasal passages. The test conductor shall take precautions to minimize the test subject's exposure to irritant smoke. Sensitivity varies, and certain individuals may respond to a greater degree to irritant smoke. Care shall be taken when performing the sensitivity screening checks that determine whether the test subject can detect irritant smoke to use only the minimum amount of smoke necessary to elicit a response from the test subject.
- The fit test shall be performed in an area with adequate ventilation to prevent exposure of the person conducting the fit test, or the build-up of irritant smoke in the general atmosphere.

Sensitivity Screening Check

- The test operator shall break both ends of a ventilation smoke tube containing stannic chloride and attach one end of the smoke tube to a low flow air pump set to deliver 200 milliliters per minute, or an aspirator squeeze bulb. The test operator shall cover the other end of the smoke tube with a short piece of tubing to prevent potential injury from the jagged end of the smoke tube.
- The test operator shall advise the test subject that the smoke can be irritating to the eyes, lungs, and nasal passages and instruct the subject to keep his/her eyes closed while the test is performed.
- The test subject shall be allowed to smell a weak concentration of the irritant smoke before the respirator is donned to become familiar with its irritating properties, and to determine if he/she can detect the irritating properties of the smoke. The test operator shall carefully direct a small amount of the irritant smoke in the test subject's direction to determine that he/she can detect it.

Irritant Smoke Fit Test Procedure

- The person being fit tested shall don the respirator without assistance and perform the required user seal check(s).
- The test subject shall be instructed to keep his/her eyes closed.
- The test operator shall direct the stream of irritant smoke from the smoke tube toward the face seal area of the test subject, using the low flow pump or the squeeze bulb. The test operator shall begin at least 12 inches from the face piece and move the smoke stream around the whole perimeter of the mask. The operator shall gradually make two more passes around the perimeter

of the mask, moving to within six inches of the respirator.

- If the person being tested has not had an involuntary response and/or detected the irritant smoke, proceed with the test exercises.
- The exercises identified in section H of this attachment shall be performed by the test subject while the respirator seal is being continually challenged by the smoke, directed around the perimeter of the respirator at a distance of six inches.
- If the person being fit tested reports detecting the irritant smoke at any time, the test is failed. The person being retested must repeat the entire sensitivity check and fit test procedure.
- Each test subject passing the irritant smoke test without evidence of a response (involuntary cough, irritation) shall be given a second sensitivity screening check with the smoke from the same smoke tube used during the fit test, once the respirator has been removed, to determine whether he/she still reacts to the smoke. Failure to evoke a response shall void the fit test.
- If a response is produced during this second sensitivity check, then the fit test is passed.

Attachment IV
Respirator Cleaning Procedures

These procedures are provided as a guideline when cleaning respirators. They are general in nature, and the administrator as an alternative may use the cleaning recommendations provided by the manufacturer of the respirators used by their workers, provided such procedures are as effective as those listed here. Equivalent effectiveness simply means that the procedures used must accomplish the objectives set forth (i.e., must ensure that the respirator is properly cleaned and disinfected in a manner that prevents damage to the respirator and does not cause harm to the user).

- Remove filters, cartridges, or canisters. Disassemble face pieces by removing speaking diaphragms, demand and pressure-demand valve assemblies, hoses, or any components recommended by the manufacturer. Discard or repair any defective parts.
- Wash components in warm water (110° F maximum), with mild detergent or cleaner recommended by the manufacturer. A stiff bristle (not wire) brush may be used to facilitate the removal of dirt.
- Rinse components thoroughly in clean, warm (110° F maximum), preferably running water. Drain.
- When the cleaner used does not contain a disinfecting agent, respirator components should be immersed for two minutes in one of the following:

    - Hypochlorite solution (50 ppm of chlorine) is made by adding approximately one milliliter of laundry bleach to one liter of water at 110° F, or,
    - Aqueous solution of iodine (50 ppm iodine) made by adding approximately 0.8 milliliters of tincture of iodine (6-8 grams ammonium and/or potassium iodide/100cc of 45% alcohol) to one liter of water at 110°F, or,
    - Other commercially available cleansers of equivalent disinfectant quality when used as directed if their use is recommended or approved by the respirator manufacturer.

- Rinse components thoroughly in clean, warm (110° F maximum), preferably running water. Drain. The importance of thorough rinsing cannot be overemphasized. Detergents or disinfectants that dry on face pieces may result in dermatitis. In addition, some disinfectants may cause deterioration of rubber or corrosion of metal parts if not completely removed.
- Components should be hand-dried with a clean lint-free cloth or air-dried.
- Reassemble face piece, replacing filters, cartridges, and canisters where necessary.
- Test the respirator to ensure that all components work properly.

Attachment V
Table 2: Acceptable Fit-Testing Methods

	QLFT	QNFT
Half-Face, Negative Pressure, APR (<100 fit factor)	Yes	Yes
Full-Face, Negative Pressure, APR (<10 fit factor) Used in atmospheres up to 10 times the PEL	Yes	Yes
Full-Face, Negative Pressure, APR (>100 fit factor)	No	Yes
PAPR	Yes	Yes
Supplied-Air Respirators (SAR), or SCBA used in Negative Pressure (Demand Mode) (>100 fit factor)	No	Yes
Supplied-Air Respirators (SAR), or SCBA used in Positive Pressure (Pressure Demand Mode)	Yes	Yes

TOOL SAFETY AND INSPECTION

PURPOSE

The purpose of this document is to outline safety policy and procedures surrounding the use of Hand and Power Tools for TRISTATE MASON LLC; hereafter referred to as "The Company." This program covers hand, electrical, pneumatic, powder driven, and hydraulic tool safety.

RESPONSIBILITIES

Management

- Provide correct tools for assigned tasks
- Ensure tools are maintained and stored safely
- Provide worker training
- Provide for equipment repair

Workers

- Follow proper tool safety guidelines
- Report tool deficiencies and malfunctions
- Properly store tools when work is completed

Administrative

- Tool sharpening program
- Use of PPE
- Control of tool issue
- Worker Training
- Controlled access to equipment and tool areas

POLICY

Workers who use hand and power tools and who are exposed to the hazards of falling, flying, abrasive and splashing objects, or exposed to harmful dusts, fumes, mists, vapors, or gases must be provided with the personal equipment necessary to protect them from the hazard.All hazards involved in the use of tools can be prevented by following five basic safety rules:

- Keep all tools in good condition with regular maintenance
- Use the right tool for the job

- Examine each tool for damage before use
- Operate according to the manufacturer's instructions.
- Provide and use the proper protective equipment

Whether furnished by the employer or the worker, tools shall be maintained in safe condition. Any tool which is not in compliance shall be identified as unsafe by tagging and or locking the controls to render the piece of equipment inoperable or the tool shall be physically removed from its place of operation.

Ergonomic Guidelines

Applying these guidelines in tool design can help maximize human performance on the job by making the job easier for the worker, improving safety, and decreasing injuries. Take-Away Tips for Tool Selection:

- Use the right tool for the job, and the right tool for the user
- "Bend" the tool, not the wrist
- Avoid high contact forces and static loading
- Reduce excessive gripping force or pressure
- Avoid extreme and awkward joint positions
- Avoid twisting hand and wrist motion by using power tools rather than hand tools
- Avoid repetitive finger movements, or at least reduce their number
- Minimize the amount of force needed to activate trigger devices on power tools
- Avoid thumb triggers
- Use two- or three-finger triggers for power tools; use four-finger triggers only when the tool is balanced

Hand Tools

Hand tools are non-powered. They include anything from axes to wrenches. The greatest hazards posed by hand tools result from misuse and improper maintenance. Some examples:

- Using a screwdriver as a chisel may cause the tip of the screwdriver to break and fly, hitting the user or other workers.
- If a wooden handle on a tool such as a hammer or an axe is loose, splintered, or cracked, the head of the tool may fly off and strike the user or another worker.
- A wrench must not be used if its jaws are sprung, because it might slip.
- Impact tools such as chisels, wedges, or drift pins are unsafe if they have mushroomed heads. The heads might shatter on impact, sending sharp fragments flying.

Workers using hand and power tools and exposed to the hazard of falling, flying, abrasive, and splashing objects, or exposed to harmful dust, fumes, mists vapors, or gases shall be provided with PPE necessary to protect them from the hazard.

Appropriate personal protective equipment, e.g., safety goggles, gloves, etc., should be worn due to hazards that may be encountered while using portable power tools and hand tools.

Floors shall be kept as clean and dry as possible to prevent accidental slips with or around dangerous hand tools.

Around flammable substances, sparks produced by iron and steel hand tools can be a dangerous ignition source. Where this hazard exists, spark-resistant tools made from brass, plastic, aluminum, or wood will provide for safety.

Power Tool Precautions

Power tools can be hazardous when improperly used. There are several types of power tools, based on the power source they use: electric, pneumatic, liquid fuel, hydraulic, and powder actuated. The following general precautions should be observed by power tool users:

- Never carry a tool by the cord or hose.
- Never yank the cord or the hose to disconnect it from the receptacle.
- Keep cords and hoses away from heat, oil, and sharp edges.
- Disconnect tools when not in use, before servicing, and when changing accessories such as blades, bits, and cutters.
- All observers should be kept at a safe distance away from the work area.
- Secure work with clamps or a vise, freeing both hands to operate the tool.
- Avoid accidental starting. The worker should not hold a finger on the switch button while carrying a plugged-in tool.
- Tools should be maintained with care. They should be kept sharp and clean for the best performance. Follow instructions in the user's manual for lubricating and changing accessories.
- Be sure to keep good footing and maintain good balance.
- The proper apparel should be worn. Loose clothing, ties, or jewelry can become caught in moving parts.
- All portable electric tools that are damaged shall be removed from use and tagged "Do Not Use."

Guards

Hazardous moving parts of a power tool need to be safeguarded. For example, belts, gears, shafts, pulleys, sprockets, spindles, drums, fly wheels, chains, or other reciprocating, rotating, or moving parts of equipment must be guarded.

Guards, as necessary, should be provided to protect the operator and others from the following:

- Point of operation
- In-running nip points
- Rotating parts

- Flying chips and sparks

Guards shall be always in place and operable while the tool is in use. The guard may not be manipulated in such way that will compromise its integrity or compromise the protection in which intended. Guarding shall meet the requirements set forth in ANSI B15.1.

Safety guards must never be removed when a tool is being used. For example, portable circular saws must be equipped with guards. An upper guard must cover the entire blade of the saw. A retractable lower guard must cover the teeth of the saw, except when it contacts the work material. The lower guard must automatically return to the covering position when the tool is withdrawn from the work.

Safety Switches

The following hand-held powered tools are to be equipped with a momentary contact "on-off" control switch: drills, tappers, fastener drivers, horizontal, vertical and angle grinders with wheels larger than two inches in diameter, disc, and belt sanders, reciprocating saws, saber saws, and other similar tools. These tools also may be equipped with a lock-on control if turnoff can be accomplished by a single motion of the same finger or fingers that turn it on.

The following hand-held powered tools may be equipped with only a positive "on-off" control switch: platen sanders, disc sanders with discs two inches or less in diameter; grinders with wheels two inches or less in diameter; routers, planers, laminate trimmers, nibblers, shears, scroll saws and jigsaws with blade shanks ¼-inch wide or less.

Other hand-held powered tools such as circular saws having a blade diameter greater than two inches, chain saws, and percussion tools without positive accessory holding means must be equipped with a constant pressure switch that will shut off the power when the pressure is released.

Electrical Safety

Among the chief hazards of electric-powered tools are burns and slight shocks which can lead to injuries or even heart failure. Under certain conditions, even a small amount of current can result in severe injury and eventual death. A shock also can cause the user to fall off a ladder or other elevated work surface.

To protect the user from shock, tools must either have a three-wire cord with ground or be grounded, be double insulated, or be powered by a low-voltage isolation transformer. Three-wire cords contain two current-carrying conductors and a grounding conductor. One end of the grounding conductor connects to the tool's metal housing. The other end is grounded through a prong on the plug. Anytime an adapter is used to accommodate a two-hole receptacle, the adapter wire must be attached to a known ground. The third prong should never be removed from the plug.

Double insulation is more convenient. The user and the tools are protected in two ways: by normal insulation

on the wires inside, and by a housing that cannot conduct electricity to the operator in the event of a malfunction.

Electric Power Tool General Safety Practices

- Electric tools should be operated within their design limitations.
- Gloves and safety footwear are recommended during use of electric tools.
- When not in use, tools should be stored in a dry place.
- Electric tools should not be used in damp or wet locations.
- Work areas should be well lighted.

Ground Fault Protection

The Company shall use either ground fault circuit interrupters or an assured equipment grounding conductor to protect workers on construction sites. These requirements are in addition to any other requirements for equipment grounding conductors.

Ground-Fault Circuit Interrupters (GFCI)

All 120-volt, single-phase 15- and 20-ampere receptacle outlets on construction sites, which are not a part of the permanent wiring of the building or structure, and which are in use by workers, shall have approved ground-fault circuit interrupters for personnel protection. Receptacles on a two-wire, single-phase portable or vehicle-mounted generator rated not more than 5kW, where the circuit conductors of the generator are insulated from the generator frame and all other grounded surfaces, need not be protected with ground-fault circuit interrupters. 1926.404(b)(1)(ii)

Powered Abrasive Wheel Tools

Powered abrasive grinding, cutting, polishing, and wire buffing wheels create special safety problems because they may throw off flying fragments.

Before an abrasive wheel is mounted, it should be inspected closely and sound- or ring-tested to be sure that it is free from cracks or defects. To test, wheels should be tapped gently with a light non-metallic instrument. If they sound cracked or dead, they could fly apart in operation and so must not be used. A sound and undamaged wheel will give a clear metallic tone or "ring."To prevent the wheel from cracking, the user should be sure it fits freely on the spindle. The spindle nut must be tightened enough to hold the wheel in place, without distorting the flange. Follow the manufacturer's recommendations. Care must be taken to assure that the spindle wheel will not exceed the abrasive wheel specifications.

Due to the possibility of a wheel disintegrating (exploding) during start-up, the worker should never stand directly in front of the wheel as it accelerates to full operating speed.

Portable grinding tools need to be equipped with safety guards to protect workers not only from the moving wheel surface, but also from flying fragments in case of breakage.

Powered Grinder Safety Precautions

- Always use eye protection.
- Turn off the power when not in use.
- Never clamp a hand-held grinder in a vise.

Pneumatic Tools

Pneumatic tools are powered by compressed air and include chippers, drills, hammers, and sanders. There are several dangers encountered in the use of pneumatic tools. The main one is the danger of getting hit by one of the tool's attachments or by fastener the worker is using with the tool. Eye protection is required, and face protection is recommended for workers working with pneumatic tools. Working with noisy tools such as jackhammers requires proper, effective use of hearing protection.

When using pneumatic tools, workers are to check to see that they are fastened securely to the hose to prevent them from becoming disconnected. A short wire or positive locking device attaching the air hose to the tool will serve as an added safeguard.

A safety clip or retainer must be installed to prevent attachments, such as chisels on a chipping hammer, from being unintentionally shot from the barrel.

Screens must be set up to protect nearby workers from being struck by flying fragments around chippers, riveting guns, staplers, or air drills.

Compressed air guns should never be pointed toward anyone. Users should never "dead-end" it against themselves or anyone else.

Powder-Actuated Tools

Powder-actuated tools operate like a loaded gun and should be treated with the same respect and precautions. In fact, they are so dangerous that they must be operated only by specially trained workers.

<u>Powder-Actuated Tool Safety</u>

- These tools should not be used in an explosive or flammable atmosphere.
- Before using the tool, the worker should inspect it to determine that it is clean, that all moving parts operate freely, and that the barrel is free from obstructions.
- The tool should never be pointed at anybody.
- The tool should not be loaded unless it is to be used immediately. A loaded tool should not be

left unattended, especially where it would be available to unauthorized persons.

- Hands should be kept clear of the barrel end. To prevent the tool from firing accidentally, two separate motions are required for firing: one to bring the tool into position, and another to pull the trigger. The tools must not be able to operate until they are pressed against the work surface with a force of at least five pounds greater than the total weight of the tool.

If a powder-actuated tool misfires, the worker should wait at least 30 seconds, then try firing it again. If it still will not fire, the user should wait another 30 seconds so that the faulty cartridge is less likely to explode, than carefully remove the load. The bad cartridge should be put in water.

Suitable eye and face protection are essential when using a powder-actuated tool.

The muzzle end of the tool must have a protective shield or guard centered perpendicularly on the barrel to confine any flying fragments or particles that might otherwise create a hazard when the tool is fired. The tool must be designed so that it will not fire unless it has this kind of safety device.

All powder-actuated tools must be designed for varying powder charges so that the user can select a powder level necessary to do the work without excessive force.

If the tool develops a defect during use it should be tagged and taken out of service immediately until it is properly repaired.

Powder-Actuated Tool Fasteners

When using powder-actuated tools to apply fasteners, there are some precautions to consider. Fasteners must not be fired into material that would let them pass through to the other side. The fastener must not be driven into materials like brick or concrete any closer than three inches to an edge or corner.

In steel, the fastener must not come any closer than one-half inch from a corner or edge. Fasteners must not be driven into very hard or brittle materials which might chip or splatter or make the fastener ricochet.

An alignment guide must be used when shooting a fastener into an existing hole. A fastener must not be driven into a spalled area caused by an unsatisfactory fastening.

Hydraulic Power Tools

The fluid used in hydraulic power tools must be an approved fire-resistant fluid and must retain its operating characteristics at the most extreme temperatures to which it will be exposed. The manufacturer's recommended safe operating pressure for hoses, valves, pipes, filters, and other fittings must not be exceeded.

Jacks

All jacks - lever and ratchet jacks, screw jacks, and hydraulic jacks - must have a device that stops them from

jacking up too high. Also, the manufacturer's load limit must be permanently marked in a prominent place on the jack and should not be exceeded.

A jack should never be used to support a lifted load. Once the load has been lifted, it must immediately be blocked up. Use wooden blocking under the base, if necessary, to make the jack level and secure. If the lift surface is metal, place a 1-inch-thick hardwood block or equivalent between it and the metal jack head to reduce the danger of slippage.

To set up a jack, make certain of the following:

- The base rests on a firm level surface
- The jack is correctly centered
- The jack head bears against a level surface
- The lift force is applied evenly

Proper maintenance of jacks is essential for safety. All jacks must be inspected before each use and lubricated regularly. If a jack is subjected to an abnormal load or shock, it should be thoroughly examined to make sure it has not been damaged.Hydraulic jacks exposed to freezing temperatures must be filled with an adequate antifreeze liquid.

Inspection

Workers shall make sure to inspecting tools before using them to determine that it is clean, that all moving parts operate freely, and that the barrel is free from obstructions and has the proper shield, guard, and attachments recommended by the manufacturer.Tools should be inspected before and after usage by your workers for signs of defects or misuse.

Sexual Harassment Policy for Tristate Mason LLC

Introduction

Tristate Mason LLC is committed to maintaining a workplace free from sexual harassment. Sexual harassment is a form of workplace discrimination. All employees are required to work in a manner that prevents sexual harassment in the workplace. This Policy is one component of Tristate Mason LLC's commitment to a discrimination-free work environment. Sexual harassment is against the law[1] and all employees have a legal right to a workplace free from sexual harassment and employees are urged to report sexual harassment by filing a complaint internally with Tristate Mason LLC. Employees can also file a complaint with a government agency or in court under federal, state or local antidiscrimination laws.

Policy:

1. Tristate Mason LLC's policy applies to all employees, applicants for employment, interns, whether paid or unpaid, contractors and persons conducting business, regardless of immigration status, with Tristate Mason LLC. In the remainder of this document, the term "employees" refers to this collective group.

2. Sexual harassment will not be tolerated. Any employee or individual covered by this policy who engages in sexual harassment or retaliation will be subject to remedial and/or disciplinary action (e.g., counseling, suspension, termination).

3. Retaliation Prohibition: No person covered by this Policy shall be subject to adverse action because the employee reports an incident of sexual harassment, provides information, or otherwise assists in any investigation of a sexual harassment complaint. Tristate Mason LLC will not tolerate such retaliation against anyone who, in good faith, reports or provides information about suspected sexual harassment. Any employee of Tristate Mason LLC who retaliates against anyone involved in a sexual harassment investigation will be subjected to disciplinary action, up to and including termination. All employees, paid or unpaid interns, or non-employees[2] working in the workplace who believe they have been subject to such retaliation should inform a supervisor, manager, or Krit Bhattarai. All employees, paid or unpaid interns or non-employees who believe they have been a target of such retaliation may also seek relief in other available forums, as explained below in the section on Legal Protections.

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[1] While this policy specifically addresses sexual harassment, harassment because of and discrimination against persons of all protected classes is prohibited. In New York State, such classes include age, race, creed, color, national origin, sexual orientation, military status, sex, disability, marital status, domestic violence victim status, gender identity or expression, familial status, predisposing genetic characteristics, and criminal history.

[2] A non-employee is someone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or anyone providing services in the workplace. Protected non-employees include persons commonly referred to as independent contractors, "gig" workers and temporary workers. Also included are persons providing equipment repair, cleaning services or any other services provided pursuant to a contract with the employer.

4. Sexual harassment is offensive, is a violation of our policies, is unlawful, and may subject Tristate Mason LLC to liability for harm to targets of sexual harassment. Harassers may also be individually subject to liability. Employees of every level who engage in sexual harassment, including managers and supervisors who engage in sexual harassment or who allow such behavior to continue, will be penalized for such misconduct.

5. Tristate Mason LLC will conduct a prompt and thorough investigation that ensures due process for all parties, whenever management receives a complaint about sexual harassment, or otherwise knows of possible sexual harassment occurring. Tristate Mason LLC will keep the investigation confidential to the extent possible. Effective corrective action will be taken whenever sexual harassment is found to have occurred. All employees, including managers and supervisors, are required to cooperate with any internal investigation of sexual harassment.

6. All employees are encouraged to report any harassment or behaviors that violate this policy. Tristate Mason LLC will provide all employees a complaint form for employees to report harassment and file complaints.

7. Managers and supervisors are **required** to report any complaint that they receive, or any harassment that they observe or become aware of, to Krit Bhattarai.

8. This policy applies to all employees, paid or unpaid interns, and non-employees, such as contractors, subcontractors, vendors, consultants or anyone providing services in the workplace, and all must follow and uphold this policy. This policy must be provided to all employees and should be posted prominently in all work locations to the extent practicable (for example, in a main office, not an offsite work location) and be provided to employees upon hiring.

What Is "Sexual Harassment"?

Sexual harassment is a form of sex discrimination and is unlawful under federal, state, and (where applicable) local law. Sexual harassment includes harassment on the basis of sex, sexual orientation, self-identified or perceived sex, gender expression, gender identity and the status of being transgender.

Sexual harassment is unlawful when it subjects an individual to inferior terms, conditions, or privileges of employment. Harassment need not be severe or pervasive to be unlawful, and can be any harassing conduct that consists of more than petty slights or trivial inconveniences. Sexual harassment includes unwelcome conduct which is either of a sexual nature, or which is directed at an individual because of that individual's sex when:

- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment, even if the reporting individual is not the intended target of the sexual harassment;

- Such conduct is made either explicitly or implicitly a term or condition of employment; or

- Submission to or rejection of such conduct is used as the basis for employment decisions affecting an individual's employment.

A sexually harassing hostile work environment includes, but is not limited to, words, signs, jokes, pranks, intimidation or physical violence which are of a sexual nature, or which are directed at an individual because of that individual's sex. Sexual harassment also consists of any unwanted verbal or physical advances, sexually explicit derogatory statements or sexually discriminatory remarks made by someone which are offensive or objectionable to the recipient, which cause the recipient discomfort or humiliation, which interfere with the recipient's job performance.

Sexual harassment also occurs when a person in authority tries to trade job benefits for sexual favors. This can include hiring, promotion, continued employment or any other terms, conditions or privileges of employment. This is also called "quid pro quo" harassment.

Any employee who feels harassed should report so that any violation of this policy can be corrected promptly. Any harassing conduct, even a single incident, can be addressed under this policy.

Examples of sexual harassment

The following describes some of the types of acts that may be unlawful sexual harassment and that are strictly prohibited:

- Physical acts of a sexual nature, such as:
  - Touching, pinching, patting, kissing, hugging, grabbing, brushing against another employee's body or poking another employee's body;
  - Rape, sexual battery, molestation or attempts to commit these assaults.

- Unwanted sexual advances or propositions, such as:
  - Requests for sexual favors accompanied by implied or overt threats concerning the target's job performance evaluation, a promotion or other job benefits or detriments;
  - Subtle or obvious pressure for unwelcome sexual activities.

- Sexually oriented gestures, noises, remarks or jokes, or comments about a person's sexuality or sexual experience, which create a hostile work environment.

- Sex stereotyping occurs when conduct or personality traits are considered inappropriate simply because they may not conform to other people's ideas or perceptions about how individuals of a particular sex should act or look.

- Sexual or discriminatory displays or publications anywhere in the workplace, such as:
  - Displaying pictures, posters, calendars, graffiti, objects, promotional material, reading materials or other materials that are sexually demeaning or pornographic. This includes such sexual displays on workplace computers or cell phones and sharing such displays while in the workplace.

- Hostile actions taken against an individual because of that individual's sex, sexual orientation, gender identity and the status of being transgender, such as:
  - Interfering with, destroying or damaging a person's workstation, tools or equipment, or otherwise interfering with the individual's ability to perform the job;
  - Sabotaging an individual's work;
  - Bullying, yelling, name-calling.

Who can be a target of sexual harassment?

Sexual harassment can occur between any individuals, regardless of their sex or gender. New York Law protects employees, paid or unpaid interns, and non-employees, including independent contractors, and those employed by companies contracting to provide services in the workplace. Harassers can be a superior, a subordinate, a coworker or anyone in the workplace including an independent contractor, contract worker, vendor, client, customer or visitor.

Where can sexual harassment occur?

Unlawful sexual harassment is not limited to the physical workplace itself. It can occur while employees are traveling for business or at employer sponsored events or parties. Calls, texts, emails, and social media usage by employees can constitute unlawful workplace harassment, even if they occur away from the workplace premises, on personal devices or during non-work hours.

Retaliation

Unlawful retaliation can be any action that could discourage a worker from coming forward to make or support a sexual harassment claim. Adverse action need not be job-related or occur in the workplace to constitute unlawful retaliation (e.g., threats of physical violence outside of work hours).

Such retaliation is unlawful under federal, state, and (where applicable) local law. The New York State Human Rights Law protects any individual who has engaged in “protected activity.” Protected activity occurs when a person has:

- made a complaint of sexual harassment, either internally or with any anti-discrimination agency;
- testified or assisted in a proceeding involving sexual harassment under the Human Rights Law or other anti-discrimination law;
- opposed sexual harassment by making a verbal or informal complaint to management, or by simply informing a supervisor or manager of harassment;
- reported that another employee has been sexually harassed; or
- encouraged a fellow employee to report harassment.

Even if the alleged harassment does not turn out to rise to the level of a violation of law, the individual is protected from retaliation if the person had a good faith belief that the practices were unlawful. However, the retaliation provision is not intended to protect persons making intentionally false charges of harassment.

Reporting Sexual Harassment

Preventing sexual harassment is everyone's responsibility. Tristate Mason LLC cannot prevent or remedy sexual harassment unless it knows about it. Any employee, paid or unpaid intern or non-employee who has been subjected to behavior that may constitute sexual harassment is encouraged to report such behavior to a supervisor, manager or Krit Bhattarai. Anyone who witnesses or becomes aware of potential instances of sexual harassment should report such behavior to a supervisor, manager or Krit Bhattarai.

Reports of sexual harassment may be made verbally or in writing. A form for submission of a written complaint is attached to this Policy, and all employees are encouraged to use this complaint form. Employees who are reporting sexual harassment on behalf of other employees should use the complaint form and note that it is on another employee's behalf.

Employees, paid or unpaid interns or non-employees who believe they have been a target of sexual harassment may also seek assistance in other available forums, as explained below in the section on Legal Protections.

Supervisory Responsibilities

All supervisors and managers who receive a complaint or information about suspected sexual harassment, observe what may be sexually harassing behavior or for any reason suspect that sexual harassment is occurring, **are required** to report such suspected sexual harassment to Krit Bhattarai.

In addition to being subject to discipline if they engaged in sexually harassing conduct themselves, supervisors and managers will be subject to discipline for failing to report suspected sexual harassment or otherwise knowingly allowing sexual harassment to continue.

Supervisors and managers will also be subject to discipline for engaging in any retaliation.

Complaint and Investigation of Sexual Harassment

All complaints or information about sexual harassment will be investigated, whether that information was reported in verbal or written form. Investigations will be conducted in a timely manner, and will be confidential to the extent possible.

An investigation of any complaint, information or knowledge of suspected sexual harassment will be prompt and thorough, commenced immediately and completed as soon as possible. The investigation will be kept confidential to the extent possible. All persons involved, including complainants, witnesses and alleged harassers will be accorded due process, as outlined below, to protect their rights to a fair and impartial investigation.

Any employee may be required to cooperate as needed in an investigation of suspected sexual harassment. Tristate Mason LLC will not tolerate retaliation against employees who file complaints, support another's complaint or participate in an investigation regarding a violation of this policy.

While the process may vary from case to case, investigations should be done in accordance with the following steps:

- Upon receipt of complaint, Krit Bhattarai will conduct an immediate review of the allegations, and take any interim actions (e.g., instructing the respondent to refrain from communications with the complainant), as appropriate. If complaint is verbal, encourage the individual to complete the "Complaint Form" in writing. If he or she refuses, prepare a Complaint Form based on the verbal reporting.

- If documents, emails or phone records are relevant to the investigation, take steps to obtain and preserve them.

- Request and review all relevant documents, including all electronic communications.

- Interview all parties involved, including any relevant witnesses;

- Create a written documentation of the investigation (such as a letter, memo or email), which contains the following:
    - A list of all documents reviewed, along with a detailed summary of relevant documents;
    - A list of names of those interviewed, along with a detailed summary of their statements;
    - A timeline of events;
    - A summary of prior relevant incidents, reported or unreported; and
    - The basis for the decision and final resolution of the complaint, together with any corrective action(s).

- Keep the written documentation and associated documents in a secure and confidential location.

- Promptly notify the individual who reported and the individual(s) about whom the complaint was made of the final determination and implement any corrective actions identified in the written document.

- Inform the individual who reported of the right to file a complaint or charge externally as outlined in the next section.

Legal Protections And External Remedies

Sexual harassment is not only prohibited by Tristate Mason LLC but is also prohibited by state, federal, and, where applicable, local law.

Aside from the internal process at Tristate Mason LLC, employees may also choose to pursue legal remedies with the following governmental entities. While a private attorney is not required to file a complaint with a governmental agency, you may seek the legal advice of an attorney.

In addition to those outlined below, employees in certain industries may have additional legal protections.

State Human Rights Law (HRL)

The Human Rights Law (HRL), codified as N.Y. Executive Law, art. 15, § 290 et seq., applies to all employers in New York State with regard to sexual harassment, and protects employees, paid or unpaid interns and non-employees, regardless of immigration status. A complaint alleging violation of the Human Rights Law may be filed either with the Division of Human Rights (DHR) or in New York State Supreme Court.

Complaints with DHR may be filed any time **within one year (three years beginning Aug. 12, 2020)** of the harassment. If an individual did not file at DHR, they can sue directly in state court under the HRL, **within three years** of the alleged sexual harassment. An individual may not file with DHR if they have already filed a HRL complaint in state court.

Complaining internally to Tristate Mason LLC does not extend your time to file with DHR or in court. The one year or three years is counted from date of the most recent incident of harassment.

You do not need an attorney to file a complaint with DHR, and there is no cost to file with DHR.

DHR will investigate your complaint and determine whether there is probable cause to believe that sexual harassment has occurred. Probable cause cases are forwarded to a public hearing before an administrative law judge. If sexual harassment is found after a hearing, DHR has the power to award relief, which varies but may include requiring your employer to take action to stop the harassment, or redress the damage caused, including paying of monetary damages, attorney's fees and civil fines.

DHR's main office contact information is: NYS Division of Human Rights, One Fordham Plaza, Fourth Floor, Bronx, New York 10458. You may call (718) 741-8400 or visit: www.dhr.ny.gov.

Contact DHR at (888) 392-3644 or visit dhr.ny.gov/complaint for more information about filing a complaint. The website has a complaint form that can be downloaded, filled out, notarized and mailed to DHR. The website also contains contact information for DHR's regional offices across New York State.

Civil Rights Act of 1964

The United States Equal Employment Opportunity Commission (EEOC) enforces federal anti-discrimination laws, including Title VII of the 1964 federal Civil Rights Act (codified as 42 U.S.C. § 2000e et seq.). An individual can file a complaint with the EEOC anytime within 300 days from the harassment. There is no cost to file a complaint with the EEOC. The EEOC will investigate the complaint, and determine whether there is reasonable cause to believe that discrimination has occurred, at which point the EEOC will issue a Right to Sue letter permitting the individual to file a complaint in federal court.

The EEOC does not hold hearings or award relief, but may take other action including pursuing cases in federal court on behalf of complaining parties. Federal courts may award remedies if discrimination is found to have occurred. In general, private employers must have at least 15 employees to come within the jurisdiction of the EEOC.

An employee alleging discrimination at work can file a "Charge of Discrimination." The EEOC has district, area, and field offices where complaints can be filed. Contact the EEOC by calling 1-800-669-4000 (TTY: 1-800-669-6820), visiting their website at www.eeoc.gov or via email at info@eeoc.gov.

If an individual filed an administrative complaint with DHR, DHR will file the complaint with the EEOC to preserve the right to proceed in federal court.

Local Protections

Many localities enforce laws protecting individuals from sexual harassment and discrimination. An individual should contact the county, city or town in which they live to find out if such a law exists. For example, employees who work in New York City may file complaints of sexual harassment with the New York City Commission on Human Rights. Contact their main office at Law Enforcement Bureau of the NYC Commission on Human Rights, 22 Reade Street, 1st Floor, New York, New York; call 311 or (212) 306-7450; or visit www.nyc.gov/html/cchr/html/home/home.shtml.

Contact the Local Police Department

If the harassment involves unwanted physical touching, coerced physical confinement or coerced sex acts, the conduct may constitute a crime. Contact the local police department.

CONSTRUCTION SCHEDULE (GANTT CHART)

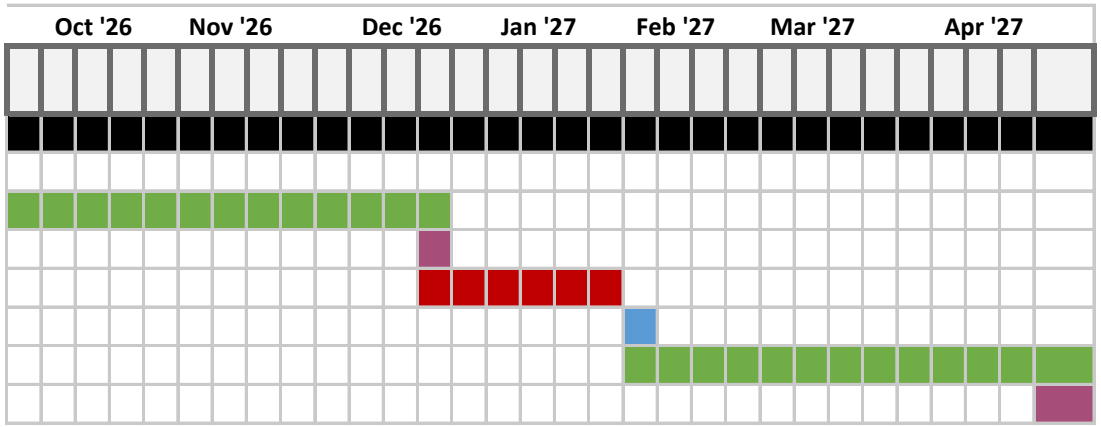
Tristate Mason LLC

Replacement Of Concrete, Steel Faced And Granite Curbs And Related Sidewalk And Roadway
Project: HWCB26KR EPIN: 85026B0024
Start: 04/24/2026 End: 04/24/2027 Winter Shutdown: 12/19/2026 – 01/24/202

Task Mode	Task Name	Duration	Start
	HWCB26KR - Replacement Of Concrete, Steel Faced And Grai	**366 days**	**Fri 4/24/26**
	Mobilization	2 days	Fri 4/24/26
	Construction of Curb, Sidewalk and Roadway	235 days	Sun 4/26/26
	Demobilization	2 days	Thu 12/17/26
	Shut Down For Winter	37 days	Sat 12/19/26
	Mobilization	2 days	Mon 1/25/27
	Construction of Curb, Sidewalk and Roadway	86 days	Wed 1/27/27
	Demobilization	2 days	Fri 4/23/27

Restoration

7



01/12/2025

(1) Statement indicating the number of years of experience the bidder has had and in what type of construction.

- **Tristate Mason LLC has been in operation as a General Construction Contractor since 2023. Through hands on experience in both public and private projects throughout all boroughs of NYC, we have specialized in concrete, asphalt, and masonry work - sidewalk, curbs and ADA compliant ped ramps.**

(2) Resumes of all key personnel to be involved in the project, including the proposed project superintendent.

- **Attached - Sangya KC (CEO), Krit Bhattarai (COO), Aazad Parajuli (Project Manager)**

(3) List of significant pieces of equipment expected to be used for the contract, and whether such equipment is owned or leased.

- **Volvo Mini Excavator**
- **JCB 55z Mini Excavator**
- **JCB Skid Steer**
- **Kenworth T880 Dump Truck x2**
- **Pneumatic Breaker + compressor**
- **Electric Jackhammer**
- **Chevy Silverado 5500 HD x2**
- **Hilti Demo Saw x3**
- **Husqvarna Walk Behind Saw**
- **Milwaukee Concrete Vibrator**
- **Husqvarna Plate Compactor**

All our equipment listed above are owned by us and we will be leasing anything else if needed.

929-899-0885
info@tristatemason.com
www.tristatemason.com
104 Kirshon Ave, Staten Island, NY 10314

01/12/2025

(4) Description of work expected to be subcontracted, and to what firms, if known.

- **Tree Consultant – JP Arbor**

(5) List of key material suppliers

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- **Concrete – Big Apple Ready Mix LLC**
- **Asphalt – City Asphalt, Willets Point Asphalt Corp**
- **Steel Faced Curb Straight & Corner – Bend All Industries**
- **Paint – Sherwin Williams**
- **Misc Materials – White Cap**

(6) Preliminary bar chart time schedule

- **Attached**

(7) Contractor's expected means of financing the project. This should be based on the assumption that the contractor is required to finance 2X average monthly billings throughout the contract period.

- **We will be funding the entire project with cash in hand and from AR + any owner contribution if necessary.**

(8) Any other issues the contractor sees as impacting his ability to complete the project according to the contract.

- **None**

929-899-0885
info@tristatemason.com
www.tristatemason.com
104 Kirshon Ave, Staten Island, NY 10314

Sangya KC

Iselin, NJ

sangya@tristatemason.com, 929-899-0885

Dedicated and results-driven professional with a diverse background in office administration, project management, and executive leadership within the construction industry. Proven ability to streamline operations, enhance efficiency, and drive strategic initiatives to achieve organizational goals.

SKILLS

- Strategic Leadership
- Office Administration
- Project Management
- Operational Excellence
- Client Relationship Management
- Budgeting and Cost Control
- Negotiation Skills

WORK EXPERIENCE

TRISTATE MASON LLC *Staten Island, NY*

CEO *Apr 2023 – Current*

- Strategic Leadership and Vision:
  - Developed and executed a strategic vision for the construction company, aligning business goals with market trends and opportunities.
  - Led the company through successful expansions, mergers, or acquisitions, resulting in increased market share and revenue growth.
  - Implemented innovative business strategies to navigate industry challenges and position the company as a leader in the construction sector.
- Operational Excellence:
  - Established and enforced efficient operational processes and procedures, optimizing resource utilization and minimizing costs.
  - Oversaw large-scale construction projects, ensuring adherence to timelines, budgets, and quality standards.
  - Implemented robust safety protocols, resulting in a significant reduction in workplace incidents and enhancing the company's reputation for safety.
- Client Relationship Management and Business Development:
  - Cultivated and maintained strong relationships with key clients, resulting in repeat business and increased client satisfaction.
  - Spearheaded business development initiatives, identifying new markets, clients, and revenue streams.
  - Negotiated and secured major contracts, partnerships, and joint ventures, contributing to the company's overall growth and profitability.

ENDURANCE *Remote*

QA Software Engineer *Aug 2023 - Current*

- Test Automation and Framework Development:
  - Designed and implemented robust test automation frameworks using tools like Selenium, reducing manual testing efforts by 40% and significantly improving test coverage.
  - Developed and maintained automated test scripts in JavaScript, resulting in a 30% increase in testing efficiency and faster identification of software defects.
  - Integrated automated tests into the continuous integration pipeline, ensuring timely feedback on code quality and reducing time-to-market.

- ★ Comprehensive Test Planning and Execution:
  - ➢ Created and executed detailed test plans and test cases for multiple software releases, ensuring thorough coverage of functional and non-functional requirements.
  - ➢ Conducted end-to-end testing of complex web applications, identifying critical defects early in the development process and preventing issues in production.
  - ➢ Collaborated with cross-functional teams to prioritize testing efforts and deliver high-quality software within tight deadlines.
- ★ Agile/Scrum Collaboration and Continuous Improvement:
  - ➢ Worked collaboratively within Agile/Scrum development teams, participating in sprint planning, daily stand-ups, and sprint reviews to ensure alignment between development and testing efforts.
  - ➢ Implemented effective defect tracking and reporting processes, resulting in a 20% reduction in post-release defects and enhancing overall software quality.
  - ➢ Actively contributed to process improvements, introducing best practices and tools to optimize the QA workflow and enhance the efficiency of the software development life cycle.

HETU CONSTRUCTION LLC *Iselin, NJ*
Project Manager, VP *Jan 2021 – Apr 2023*

- ★ Project Planning and Execution:
  - ➢ Developed comprehensive project plans, outlining timelines, milestones, and resource allocation to ensure successful project execution.
  - ➢ Led cross-functional project teams, fostering collaboration among architects, engineers, contractors, and subcontractors.
  - ➢ Implemented effective project management methodologies, resulting in the completion of projects on time and within budget.
- ★ Budget and Cost Management:
  - ➢ Oversaw project budgets, tracking expenses, and implementing cost-control measures to maximize profitability.
  - ➢ Conducted regular financial analysis to identify potential cost overruns and implemented corrective actions.
  - ➢ Negotiated with vendors and suppliers to secure competitive pricing, optimizing project cost-efficiency.
- ★ Risk Assessment and Problem Resolution:
  - ➢ Conducted thorough risk assessments at project initiation, identifying potential challenges and implementing mitigation strategies.
  - ➢ Proactively addressed issues and challenges as they arose, ensuring minimal impact on project timelines and budget.
  - ➢ Implemented effective communication channels to keep stakeholders informed of project progress, challenges, and resolutions.

MACH GROUP INC. *Floral Park, New York*
Office Administrator *March 2020-January 2021*

- ★ Administrative Efficiency:
  - ➢ Streamlined office operations by implementing efficient filing systems and document management protocols, reducing retrieval time by 20%.
  - ➢ Managed construction project documentation, including permits, blueprints, and contracts, ensuring accurate record-keeping and timely access for project teams.
  - ➢ Coordinated office logistics, such as meetings, schedules, and equipment maintenance, contributing to improved overall efficiency.

- ★ Communication and Coordination:
  - ➢ Facilitated effective communication between construction teams, subcontractors, and office staff, ensuring seamless information flow.
  - ➢ Assisted in the preparation of bid proposals, project reports, and correspondence, maintaining a high level of professionalism.
  - ➢ Coordinated with suppliers and vendors, negotiating favorable terms and ensuring timely delivery of construction materials and office supplies.
- ★ Project Support and Documentation:
  - ➢ Provided crucial administrative support to construction project managers, assisting in the creation of project timelines, budgets, and progress reports.
  - ➢ Maintained organized project files, tracking project expenses, change orders, and ensuring compliance with industry regulations.
  - ➢ Prepared and processed construction-related documents, such as invoices, purchase orders, and subcontractor agreements, ensuring accuracy and compliance.

EDUCATION

Middlesex County College, Edison, New Jersey *Jan 2023*
Associates in Business Information Systems

Krit Bhattarai

https://www.linkedin.com/in/kritkishor/ | https://github.com/kritkishor

Project Manager

(347) 400-3850, kritkishor@gmail.com

Results-driven Construction Project Manager with over experience in leading complex projects from initiation through to completion. Proven track record in delivering projects on time and within budget, while exceeding client expectations and enhancing team performance. Adept at managing cross-functional teams, developing strategic project plans, and mitigating risks using up to date technologies. Strong ability to collaborate with stakeholders, drive process improvements, and oversee project budgets, ensuring alignment with organizational goals.

Work Experience

Project Manager & COO – Tristate Mason LLC **01/2024-Current**
Staten Island, NY

- Led cross-functional teams, developed and executed efficient project plans, timelines, and budgets, ensuring alignment with organizational goals and objectives.
- Monitored project progress and provided regular status updates to stakeholders and clients by facilitating effective communication and collaboration among team members, while ensuring transparency and accountability.
- Demonstrated strong leadership and problem-solving skills by resolving project issues and conflicts in a timely and diplomatic manner, fostering a positive and productive team environment, and empowering team members to achieve project milestones and deliverables effectively.
- Negotiated with vendors and contractors to secure favorable terms and reduce project

Project Coordinator – Tristate Mason LLC **02/2023 – 12/2023**
Staten Island, New York

- Facilitated communication between teams, stakeholders, and clients to ensure alignment on project goals and requirements.
- Scheduled and coordinated meetings, workshops, and events, ensuring all stakeholders were informed and prepared.
- Designed, wrote, deployed and maintained reliable applications and database management systems tailored to internal needs utilizing React, Node.js, SQL, Excel, Python, and Pandas, optimizing workflow processes and data management.

Instacart Shopper **09/18 – 01/2023**
Self-Employed, New Jersey

- Receive orders, shop all grocery items accurately, pack the goods properly, and deliver them to their respective customer in a timely manner.
- Preserve health and safety by strictly complying with the state's health standards and organizational protocols.
- Upheld professionalism always and foster quality delivery services to maintain a high satisfaction rate.

Education

Bachelor of Science, Computer Science, Minors in Mathematics & Data Science *Jan 2023*
Rutgers University, New Brunswick, NJ GPA: 3.4

Technical Skills & Certifications

Programming Languages: Java, Python, C, R, SQL, HTML/CSS
OS: Windows, Android, Linux/Unix, iOS
Technologies: Git, pandas, NumPy, Matplotlib, Android Studio, Jupyter Notebook, J2EE, Microsoft Office
Strong: Java, Python, Object Oriented Programming, Data Structures, and Algorithms, Python3, Full-Stack Development, Software Engineering, SQL, Front-End Web Development, Version Control, Open-Source Programming, C
Experienced: Unix/Linux, MySQL, LaTeX, Java EE, Apache Tomcat, TensorFlow, Git, pandas, NumPy, Matplotlib, Android Studio, Scene Builder, Jupyter Notebook, JSON, Deep Learning, Database Schema, HTML / CSS, R, MATLAB, XML, FXML, Machine Learning

Coachable (Python, Data Structures & Algorithms Certification) **08/22 – 07/23**

• Intensive career accelerator that enhances software engineering skills through mentorship from experienced SWEs

• Topics: Python, object-oriented programming, unit testing, data structures, algorithms, and scalable code design, culminating with a final exam of passing mock interviews with experienced FAANG engineers.

Construction Management Certificate Program – Pace University **04/24 – 04/24**

- A Certificate program designed to equip individuals with the skills and knowledge necessary to manage construction projects effectively.
- Topics: Blueprint Reading, Cost Estimate, Project Scheduling

AAZAD PARAJULI

245 Correja Ave | Iselin, NJ 08830 | 347-907-3758 | parajuliaazad@gmail.com

PROFESSIONAL PROFILE

Results-driven Construction Project Manager with over a decade of experience leading public and private sector projects in New York City. Specialized in public works for agencies such as NYCSCA, MTA, and NYC Parks. Skilled in managing full project lifecycles from planning and budgeting to execution and closeout. Proficient in coordinating teams and managing subcontractors. Recognized for delivering high-quality results on time and within budget. Fluent in English, Nepali, and Hindi.

EDUCATION

HOFSTRA UNIVERSITY *Hempstead, NY*
Bachelor of Science - Civil Engineering *May 2015*

PROFESSIONAL EXPERIENCE

TRISTATE MASON LLC *Maspeth, NY*
Project Manager *April 2023 – Present*

- Oversee commercial and residential construction projects from pre-construction through completion.
- Manage bid processes, procurement, and subcontractor negotiations.
- Ensure adherence to safety standards and building regulations.
- Conduct regular site inspections and progress reporting.
- Coordinate with clients, architects, engineers, and inspectors

MACH GORUP INC *Queens, NY*
Project Manager *Nov 2016 - April 2023*

- Managing and supervising multiple ongoing construction projects.
- Determine constructability by comparing plans, specifications and drawing to identifying any discrepancies or missing details. Generate internal budgets and project schedule. Issuing RFIs to gather necessary information.
- Prepare all scopes of work, contracts and job orders to necessary subcontractors. Generate, update and track all RFIs, submittals and procurement items with Architects, Engineers and Subcontractors to ensure the project schedule is met.
- Perform daily communication and coordination with multiple field and office personnel, sub-contractors, suppliers, vendors, design staff and clientele to ensure construction activity execution and completion.
- Measure worksites and designating optimal workflows for sites, ensuring safety of initiatives and compliance with New York City building codes at all times.
- Attend project meeting to discuss progress and issue with clientele, sub-contractors and design staff.

Sri Construction Corp. Hempstead*, NY*
Asst. Project Manager *May 2013 – Nov 2016*

- Assisted in managing public sector projects for NYCSCA, MTA, and NYC Parks from planning through closeout.
- Supported senior project managers in preparing schedules, budgets, and reports.
- Coordinated subcontractor activities and ensured compliance with safety and building regulations.
- Conducted site visits and maintained documentation for project tracking and inspection readiness.

SOUTH ASIAN FAMILY RESTAURANT *Jackson Heights, NY*
Owner & Manager *Mar. 2008 - Sept. 2011*

- Oversaw renovation, launch and on-site management of popular restaurant which generated over $450,000 in revenue.
- Trained and supervised team of 10 employees, coordinating weekly schedules and payroll for servers and kitchen staff.
- Worked directly with accountant to manage quarterly financial reporting, yearly taxes and daily cash flow procedures.
- Successfully obtained state food and liquor licenses and safety certifications, maintaining optimal inspection codes.

CERTIFICATES

OSHA 30-Hour Certificate
8 Hrs. Site Safety Coordinator
4 Hrs. Supported Scaffolding User
8 Hrs. Fall Prevention Training

Department of Design and Construction

THE CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE
30-30 THOMSON AVENUE
LONG ISLAND CITY, NY, 11101
TEL: 718.391.1000
WEB: www.nyc.gov/ddc

TO BE FILLED IN BY THE BIDDER:

BIDDER'S NAME:

_____

_____

BID SECURITY (CIRCLE ONE):
BID BOND / CERTIFIED CHECK

NUMBER OF ADDENDUMS RECEIVED AND ATTACHED TO BID:
_____ ADDENDUMS

DDC CLIENT AGENCY:
THE DEPARTMENT OF TRANSPORTATION

PREPARED BY:
IN HOUSE

DATE PREPARED:
10/15/2025

VOLUME 2 OF 3

FOR FURNISHING ALL LABOR AND MATERIALS NECESSARY AND REQUIRED FOR:

PROJECT ID: HWCB26KR

INFORMATION FOR BIDDERS
CONTRACT
PERFORMANCE AND PAYMENT BONDS
PREVAILING WAGE SCHEDULE

REPLACEMENT OF CONCRETE, STEEL FACED AND GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION

TOGETHER WITH ALL WORK INCIDENTAL THERETO

BOROUGH OF BROOKLYN, AND STATEN ISLAND

CITY OF NEW YORK

CITY OF NEW YORK

DEPARTMENT OF DESIGN AND CONSTRUCTION

INFORMATION FOR BIDDERS

October 2025

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CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

INFORMATION FOR BIDDERS

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1. Description and Location of Work

The description and location of the work for which bids are requested are specified in the PASSPort RFx field "Description".

2. Time and Place for Receipt of Bids

Sealed bids shall be received on or before the date and hour specified in the PASSPort RFx, at which time they will be publicly opened and read aloud in the presence of the Commissioner or the Commissioner's or her representative, and any bidders who may desire to be present.

3. Definitions

The definitions set forth in the Procurement Policy Board Rules shall apply to this Invitation For Bids.

4. Invitation For Bids and Contract Documents

(A) Except for titles, sub-titles, headings, running headlines, tables of contents and indices (all of which are printed herein merely for convenience) the following, except for such portions thereof as may be specifically excluded, shall be deemed to be part of the Contract and the Invitation for Bids.

(1) All provisions required by law to be inserted in this Contract, whether actually inserted or not

(2) The Contract Drawings and Specifications

(3) The General Conditions, the General Requirements and the Special Conditions, if any

(4) The Contract

(5) The Information for Bidders; Request for Proposals; Notice of Solicitation and Proposal For Bids; Bid or Proposal, and the Bid Booklet

(6) The Budget Director's Certificate; all Addenda issued prior to the receipt of the bids; the Notice of Award; Performance and Payment Bonds, if required; and the Notice to Proceed with the Work.

(B) For particulars as to this procurement, including quantity and quality of the purchase, extent of the work or labor to be performed, delivery and performance schedule, and any other special instructions, prospective bidders are referred to the Invitation For Bids Documents. A copy of such documents can be obtained in the PASSPort RFx.

5. Pre-Bid Conference

A pre-bid conference shall be held as set forth in the PASSPort RFx. Nothing stated at the pre-bid conference shall change the terms or conditions of the Invitation For Bids Documents, unless a change is made by written amendment as provided in Section 9 below. Failure to attend a mandatory pre-bid conference shall constitute grounds for the rejection of the bid.

6. Agency Contact

Any questions or correspondence relating to this bid solicitation shall be addressed to the Agency Contact person specified in the PASSPort RFx.

7. Bidder's Oath

(A) The bid shall be properly signed by an authorized representative of the bidder and the bid shall be verified by the written oath of the authorized representative who signed the bid, that the several matters stated and information furnished therein are in all aspects true.

(B) A materially false statement willfully or fraudulently made in connection with the bid or any of the forms completed and submitted with the bid may result in the termination of any Contract between the City and the Bidder. As a result, the Bidder may be barred from participating in future City contracts as well as be subject to possible criminal prosecution.

8. Examination and Viewing of Site, Consideration of Other Sources of Information and Changed Conditions

(A) Pre-Bidding (Investigation) Viewing of Site - Bidders must carefully view and examine the site of the proposed work, as well as its adjacent area, and seek other usual sources of information, for they will be conclusively presumed to have full knowledge of any and all conditions on, about or above the site relating to or affecting in any way the performance of the work to be done under the Contract which were or should have been indicated to a reasonably prudent bidder. To arrange a date for visiting the work site, bidders are to contact the Agency Contact person specified in The PASSPort RFx.

(B) Should the contractor encounter during the progress of the work subsurface conditions at the site materially differing from any shown on the Contract Drawings or indicated in the Specifications or such subsurface conditions as could not reasonably have been anticipated by the contractor and were not anticipated by the City, which conditions will materially affect the cost of the work to be done under the Contract, the attention of the Commissioner must be called immediately to such conditions before they are disturbed. The Commissioner shall thereupon promptly investigate the conditions. If the Commissioner finds that they do so materially differ, or that they could not reasonably have been anticipated by the contractor and were not anticipated by the City, the Contract may be modified with the Commissioner's written approval.

9. Examination of Proposed Contract

(A) Request for Interpretation or Correction: Prospective bidders must examine the Contract Documents carefully and before bidding must request the Commissioner in writing for an interpretation or correction of every patent ambiguity, inconsistency or error therein which should have been discovered by a reasonably prudent bidder. Such interpretation or correction, as well as any additional contract provisions the Commissioner may decide to include, will be issued in writing by the Commissioner as an addendum to the Contract, which will be transmitted to each person recorded as having received a copy of the Contract Documents from the Department. Transmission of such addendum will be by mail, e-mail, facsimile or hand delivery. Such addendum will also be posted at the place where the Contract Documents are available for the inspection of prospective bidders. Upon transmission as provided for herein, such addendum shall become a part of the Contract Documents, and binding on all bidders, whether or not actual notice of such addendum is shown.

(B) Only Commissioner's Interpretation or Correction Binding: Only the written interpretation or correction so given by the Commissioner shall be binding, and prospective bidders are warned that no other officer, agent or employee of the City is authorized to give information concerning, or to explain or interpret, the Contract.

(C) Documents given to a subcontractor for the purpose of soliciting the subcontractor's bid shall include either a copy of the bid cover sheet or a separate information sheet setting forth the project name, the Contract number (if available), the contracting agency and the Project's location.

10. Form of Bid

Each bid must be submitted upon the prescribed form and must contain: a) the name, residence and place of business of the person or persons making the same; b) the names of all persons interested therein, and if no other person is so interested, such fact must be distinctly stated; c) a statement to the effect that it is made without any connection with any other person making a bid for the same purpose and that it is in all respects fair and without collusion or fraud; d) a statement that no Council member or other officer or employee or person whose salary is payable in whole or part from the City Treasury is directly or indirectly interested therein or in the supplies, materials or equipment and work or labor to which it relates, or in any portion of the profits thereof; e) a statement that the bidder is not in arrears to the City or to any agency upon a debt or contract or taxes, and is not a defaulter as surety or otherwise upon any obligation to the City to any agency thereof, except as set forth in the bid.

11. Irrevocability of Bid

The prices set forth in the bid cannot be revoked and shall be effective until the award of the Contract, unless the bid is withdrawn as provided for in Sections 15 and 18 below.

12. Acknowledgment of Amendments

The receipt of any amendment to the Contract Documents shall be acknowledged by the bidder in its bid submission.

13. Bid Samples and Descriptive Literature

Bid samples and descriptive literature shall not be submitted by the bidder, unless expressly requested elsewhere in the Contract or Contract Documents. Any unsolicited bid samples or descriptive literature which are submitted shall not be examined or tested and shall not be deemed to vary any of the provisions of this Contract.

14. Proprietary Information/Trade Secrets

(A) The bidder shall identify those portions of the bid which it deems to be confidential, proprietary information or trade secrets, and provide justification why such materials shall not be disclosed by the City. All such materials shall be clearly indicated by stamping the pages on which such information appears, at the top and bottom thereof with the word "Confidential". Such materials stamped "Confidential" must be easily separable from the non-confidential sections of the bid.

(B) All such materials so indicated shall be reviewed by the Agency and any decision not to honor a request for confidentiality shall be communicated in writing to the bidder. For those bids which are unsuccessful, all such confidential materials shall be returned to the bidder. Prices, makes and model or catalog numbers of the items offered, deliveries, and terms of payment shall be publicly available after bid opening, regardless of any designation of confidentiality made by the bidder.

15. Pre-Opening Modification or Withdrawal of Bids

Bids may be modified or withdrawn by written notice received in the office designated in the PASSPort RFx, before the time and date set for the bid opening. If a bid is withdrawn in accordance with this Section, the bid security, if any, shall be returned to the bidder.

16. Bid Evaluation and Award

In accordance with the New York City Charter, the Procurement Policy Board Rules and the terms and conditions of this Invitation For Bids, this Contract shall be awarded, if at all, to the responsible bidder whose bid meets the requirements and evaluation criteria set forth in the Invitation For Bids, and whose bid price is either the most favorable bid price or, if the Invitation For Bids so states, the most favorable evaluated bid price. A bid may not be evaluated for any requirement or criterion that is not disclosed in the Invitation For Bids.

Restriction: No negotiations with any bidder shall be allowed to take place except under the circumstances and in the manner set forth in Section 21. Nothing in this Section shall be deemed to permit a contract award to a bidder submitting a higher quality item than that designated in the Invitation For Bids, if that bid is not also the most favorable bid.

17. Late Bids, Late Withdrawals and Late Modifications

Any bid received at the place designated in the solicitation after the time and date set for receipt of bids is late and shall not be considered. Any request for withdrawal or modification received at the place designated in the solicitation after the time and date set for receipt of bids is late and shall not be considered. The exception to this provision is that a late modification of a successful bid that makes the bid terms more favorable to the City shall be considered at any time it is received.

18. Withdrawal of Bids.

Except as provided for in Section 15, above, a bidder may not withdraw its bid before the expiration of forty-five (45) days after the date of the opening of bids; thereafter, a bidder may withdraw its bid only in writing and in advance of an actual award. If within sixty (60) days after the execution of the Contract, the Commissioner fails to fix the date for commencement of work by written notice to the bidder, the bidder at the bidder's option, may ask to be relieved of the bidder's obligation to perform the work called for by written notice to the Commissioner. If such notice is given to the Commissioner, and the request to withdraw is granted, the bidder waives all claims in connection with this Contract.

19. Mistake in Bids

(A) Mistake Discovered Before Bid Opening: A bidder may correct mistakes discovered before the time and date set for bid opening by withdrawing or correcting the bid as provided in Section 15 above.

(B) Mistakes Discovered Before Award

(1) In accordance with General Municipal Law (Section 103, subdivision 11), where a unilateral error or mistake is discovered in a bid, such bid may be withdrawn upon written approval of the Agency Chief Contracting Officer if the following conditions are met:

(a) The mistake is known or made known to the agency prior to the awarding of the Contract or within 3 days after the opening of the bid, whichever period is shorter; and

(b) The price bid was based upon an error of such magnitude that enforcement would be unconscionable; and

(c) The bid was submitted in good faith and the bidder submits credible evidence that the mistake was a clerical error as opposed to a judgment error; and

(d) The error in the bid is actually due to an unintentional and substantial arithmetic error or an unintentional omission of a substantial quantity of work, labor, material or services made directly in the compilation of the bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of the original work paper, documents, or materials used in the preparation of the bid sought to be withdrawn; and

(e) It is possible to place the agency in the same position as existed prior to the bid.

(2) Unless otherwise required by law, the sole remedy for a bid mistake in accordance with this Article shall be withdrawal of the bid, and the return of the bid bond or other security, if any, to the bidder. Thereafter, the agency may, in its discretion, award the Contract to the next lowest bidder or rebid the Contract. Any amendment to or reformation of a bid or a Contract to rectify such an error or mistake therein is strictly prohibited.

(3) If the mistake and the intended correct bid are clearly evident on the face of the bid document, the bid shall be corrected to the intended correct bid and may not be withdrawn. Examples of mistakes that may be corrected are typographical errors, errors in extending unit prices, transposition errors and arithmetical errors.

20. Low Tie Bids

(A) When two or more low responsive bids from responsible bidders are identical in price, meeting all the requirements and criteria set forth in the Invitation For Bids, the Agency Chief Contracting Officer will break the tie in the following manner and order of priority:

(1) Award to a certified New York City small, minority or woman-owned business entity bidder;

(2) Award to a New York City bidder;

(3) Award to a certified New York State small, minority or woman-owned business bidder;

(4) Award to a New York State bidder.

(B) If two or more bidders still remain equally eligible after application of paragraph (A) above, award shall be made by a drawing by lot limited to those bidders. The bidders involved shall be invited to attend the drawing. A witness shall be present to verify the drawing and shall certify the results on the bid tabulation sheet.

21. Rejection of Bids

(A) Rejection of Individual Bids: The Agency may reject a bid if:

(1) The bidder fails to furnish any of the information required pursuant to Section 24 or 28 hereof; or if

(2) The bidder is determined to be not responsible pursuant to the Procurement Policy Board Rules; or if

(3) The bid is determined to be non-responsive pursuant to the Procurement Policy Board Rules; or if

(4) The bid, in the opinion of the Agency Chief Contracting Officer, contains unbalanced bid prices and is thus non-responsive, unless the bidder can show that the prices are not unbalanced for the probable required quantity of items, or if the imbalance is corrected pursuant to Section 15.

(B) Rejection of All Bids: The Agency, upon written approval by the Agency Chief Contracting Officer, may reject all bids and may elect to resolicit bids if in its sole opinion it shall deem it in the best interest of the City so to do.

(C) Rejection of All Bids and Negotiation With All Responsible Bidders: The Agency Head may determine that it is appropriate to cancel the Invitation For Bids after bid opening and before award and to complete the acquisition by negotiation. This determination shall be based on one of the following reasons:

(1) All otherwise acceptable bids received are at unreasonable prices, or only one bid is received and the Agency Chief Contracting Officer cannot determine the reasonableness of the bid price, or no responsive bid has been received from a responsible bidder; or

(2) In the judgment of the Agency Chief Contracting Officer, the bids were not independently arrived at in open competition, were collusive, or were submitted in bad faith.

(B) When the Agency has determined that the Invitation for Bids is to be canceled and that use of negotiation is appropriate to complete the acquisition, the contracting officer may negotiate and award the Contract without issuing a new solicitation, subject to the following conditions:

(1) prior notice of the intention to negotiate and a reasonable opportunity to negotiate have been given by the contracting officer to each responsible bidder that submitted a bid in response to the Invitation for Bids;

(2) the negotiated price is the lowest negotiated price offered by a responsible bidder; and

(3) the negotiated price is lower than the lowest rejected bid price of a responsible bidder that submitted a bid in response to the Invitation for Bids.

22. Right to Appeal Determinations of Non-Responsiveness or Non-Responsibility and Right to Protest Solicitations and Award

The bidder has the right to appeal a determination of non-responsiveness or non-responsibility and has the right to protest a solicitation and award. For further information concerning these rights, the bidder is directed to the Procurement Policy Board Rules.

23. Affirmative Action and Equal Employment Opportunity

This Invitation For Bids is subject to applicable provisions of Federal, State and Local Laws and executive orders requiring affirmative action and equal employment opportunity.

24. PASSPort COMPLIANCE

All vendors that intend to do business with the City of New York must complete a disclosure process in order to be considered for a contract. This disclosure process was formerly completed using Vendor Information Exchange System (VENDEX) paper-based forms. The City of New York has moved collection of vendor disclosure information online. In early August 2017, the New York City Mayor's Office of Contract Services (MOCS) launched the Procurement and Sourcing Solutions Portal (PASSPort), a new online procurement system that replaced the paper-VENDEX process. In anticipation of awards, all bidders must create online accounts in the new PASSPort system, and file all disclosure information using PASSPort. Paper submissions, including certifications of no changes to existing VENDEX packages, will not be accepted in lieu of complete online filings using PASSPort.

All vendors that intend to do business with the City, but specifically those that fall into any of the following

categories, are required to enroll:

- Have a pending award with a City Agency; or
- Hold a current contract with a City Agency and have either an expiring VENDEX or expiring Certificate of No Change.

The Department of Design and Construction (DDC) and MOCS hereby notifies all proposers that the PASSPort system is available, and that disclosure filing completion is required prior to any award through this competitive bid.

To enroll in PASSPort and to access the PASSPort website (including online training), please visit www.nyc.gov/passport. Contact MOCS at passport@mocs.nyc.gov for additional information and technical support.

25. Complaints About the Bid Process

The New York City Comptroller is charged with the audit of contracts in New York City. Any vendor who believes that there has been unfairness, favoritism or impropriety in the bid process should inform the Comptroller, Office of Contract Administration, One Centre Street, Room 835, New York, New York; telephone number (212)669-2323.

26. Bid, Performance and Payment Security

(A) Bid Security: Each bid must be accompanied by bid security in an amount and type specified in the PASSPort RFx questionnaire. The bid security shall assure the City of New York of the adherence of the bidder to its proposal, the execution of the Contract, and the furnishing of Performance and Payment Bonds by the bidder, if required in the PASSPort RFx. Bid security shall be returned to the bidder as follows:

(1) Within ten (10) days after the bid opening, the Comptroller will be notified to return the deposits of all but the three (3) lowest bidders. Within five (5) days after the award, the Comptroller will be notified to return the deposits of the remaining two unsuccessful bidders.

(2) Within five (5) days after the execution of the Contract and acceptance of the Contractor's bonds, the Comptroller will be notified to return the bid security of the successful bidder or, if performance and payment bonds are not required, only after the sum retained under Article 21 of the Contract equals the amount of the bid security.

(3) Where all bids are rejected, the Comptroller will be notified to return the deposit of the three (3) lowest bidders at the time of rejection.

(B) Performance and Payment Security: Performance and Payment Security must be provided in an amount and type specified in the PASSPort RFx. The performance and payment security shall be delivered by the contractor prior to or at the time of execution of the Contract. If a contractor fails to deliver the required performance and payment security, its bid security shall be enforced, and an award of Contract may be made to the next lowest responsible and responsive bidder, or the contract may be rebid.

(C) Acceptable Types of Security: Acceptable types of security for bids, performance, and payment shall be limited to the following:

(1) a one-time bond in a form satisfactory to the City;

(2) a bank certified check or money order;

(3) obligations of the City of New York; or

(4) other financial instruments as determined by the Office of Construction in consultation with the Comptroller.

Whenever the successful bidder deposits obligations of the City of New York as performance and payment security, the Comptroller may sell and use the proceeds thereof for any purpose for which the principal or surety on such bond would be liable under the terms of the Contract. If the money is deposited with the Comptroller, the successful bidder shall not be entitled to receive interest on such money from the City.

(D) Form of Bonds: Security provided in the form of bonds must be prepared on the form of bonds authorized by the City of New York. Forms for bid, performance, and payment bonds are included in the Invitation for Bids Documents. Such bonds must have as surety thereunder such surety company or companies as are: (1) approved by the City of New York; (2) authorized to do business in the State of New York, and (3) approved by the Department of the Treasury of the United States. Premiums for any required bonds must be included in the base bid.

The bidder is advised that submission of a bid bond where the surety on such bond fails to meet the criteria set forth herein, shall result in the rejection of the bid as non-responsive.

The Department of the Treasury of the United States advises that information concerning approved surety companies may be obtained as follows: (1) from the Government Printing Office at 215-364-6465; (2) through the Internet at https://www.fiscal.treasury.gov/surety-bonds/.

(E) Power of Attorney: Attorneys in fact who sign bid, performance, or payment bonds must file with each bond a certified copy of their power of attorney to sign said bonds.

27. Failure to Execute Contract

In the event of failure of the successful bidder to execute the Contract and furnish the required security within ten (10) days after notice of the award of the Contract, the deposit of the successful bidder or so much thereof as shall be applicable to the amount of the award made shall be retained by the City, and the successful bidder shall be liable for and hereby agrees to pay on demand the difference between the price bid and the price for which such Contract shall be subsequently awarded, including the cost of any required reletting and less the amount of such deposit. No plea of mistake in such accepted bid shall be available to the bidder for the recovery of the deposit or as a defense to any action based upon such accepted bid. Further, should the bidder's failure to comply with this Section cause any funding agency, body or group (Federal, State, City, Public, Private, etc.) to terminate, cancel or reduce the funding on this project, the bidder in such event shall be liable also to the City for the amount of actual funding withdrawn by such agency on this project, less the amount of the forfeited deposit.

28. Bidder Responsibilities and Qualifications

(A) Bidders must include with their bids all information necessary for a determination of bidder responsibility, as set forth in the Specifications.

(B) The Agency may require any bidder or prospective bidder to furnish all books of account, records, vouchers, statements or other information concerning the bidder's financial status for examination as may be required by the Agency to ascertain the bidder's responsibility and capability to perform the Contract. If required, a bidder must also submit a sworn statement setting forth such information as the Agency may require concerning present and proposed plant and equipment, the personnel and qualifications of the bidder’s working organizations, prior experience and performance record.

(C) Oral Examination on Qualifications: In addition thereto, and when directed by the Agency, the bidder, or a responsible officer, agent or employee of the bidder, must submit to an oral examination to be conducted by the Agency in relation to the bidder’s proposed tentative plan and schedule of operations, and such other matters as the Agency may deem necessary in order to determine the bidder's ability and responsibility to perform the work in accordance with the Contract. Each person so examined must sign and verify a stenographic transcript of such examination noting thereon such corrections as such person may desire to make.

(D) If the bidder fails or refuses to supply any of the documents or information set forth in paragraph (B) hereof or fails to comply with any of the requirements thereof, the Agency may reject the bid.

29. Employment Report

In accordance with Executive Order No. 50 (1980) as modified by Executive Order 108 (1986), the filing of a completed Employment Report (ER) is a requirement of doing business with the City of New York for construction contractors with contracts of $1,000,000 or more and subcontractors with construction subcontracts of $750,000 or more. The required forms and information are included in the PASSPort Vendor Profile.

30. Labor Law Requirements

(A) General: The successful bidder will be required to comply strictly with all Federal, State and local labor laws and regulations.

(B) New York State Labor Law: This Contract is subject to New York State Labor Law Section 220, which requires that construction workers on the site be paid prevailing wages and supplements. The Contractor is reminded that all wage provisions of this Contract will be enforced strictly and failure to comply will be considered when evaluating performance. Noncompliance may result in the contractor being debarred by the City from future contracts. Complaints filed with the Comptroller may result in decisions which may debar a contractor from bidding contracts with any state governmental entity and other political subdivisions.

(C) Records: The Contractor is expected to submit accurate payroll reports and other required documents and verify attendance and job classifications being utilized in compliance with the law, Contract provisions and agency procedures.

31. Insurance

(A) Bidders are advised that the insurance requirements contained herein are regarded as material terms of the Contract. As required by Article 22 of the Contract, the contractor must effect and maintain with companies licensed and authorized to do business in the State of New York, the types of insurance set forth therein, when required by and in the amounts set forth in Schedule A of the General Conditions. Such required insurance must be provided from the date the contractor is ordered to commence work and up to the date of final acceptance of all required work.

(B) The contractor must, within ten days of receipt of the notice of award, submit the following insurance documentation: (a) original certificate of insurance for general liability in the amount required by Schedule A of the General Conditions, and (b) original certificates of insurance or other proof of coverage for workers' compensation and disability benefits, as required by Section 57 of the New York State Workers' Compensation Law and Section 220 of the Disability Benefits Law.

32. Lump Sum Contracts

(A) Comparison of Bids: Bids on Lump Sum Contracts will be compared on the basis of the lump sum price bid, adjusted for alternate prices bid, if any.

(B) Lump Sum Bids for "General Construction Work" which include excavation shall include all necessary excavation work defined in the Specifications as being included in the lump sum bid. The bidder shall also bid a unit price for the additional cost of excavating material which is defined in the Specifications as excavation for which additional payment will be made. The total estimated additional cost of removing such material will be taken as the quantity set forth in the Engineer's Estimate multiplied by the unit price bid. This total estimated cost of additional excavation shall be added to the lump sum bid for the General Construction Work for the purpose of comparing bids to determine the low bidder.

(C) Variations from Engineer's Estimate: The Engineer's Estimate of the quantity of excavation for which additional payment will be made is approximate only and is given solely to be used as a uniform basis for the comparison of bids and such estimate is not to be considered as part of this contract. The quantities actually required to complete the contract work may be more or less than the quantities in the Engineer's Estimate and, if so, no action for damages or for loss of profits shall accrue to the contractor by reason thereof.

33. Unit Price Contracts

(A) Comparison of Bids: Bids on Unit Price Contracts will be compared on the basis of a total estimated price, arrived at by taking the sum of the estimated quantities of such items, in accordance with the Engineer's Estimate of Quantities set forth in the Bid Schedule, multiplied by the corresponding unit prices, and including any lump sum bids on individual items.

(B) Variations from Engineer's Estimate: Bidders are warned that the Engineer's Estimate of Quantities on the various items of work and materials is approximate only, given solely to be used as a uniform basis for the comparison of bids, and is not be considered part of this contract. The quantities actually required to complete the contract work may be less or more than so estimated, and if so, no action for damages or for loss of profits shall accrue to the contractor by reason thereof.

(C) Overruns: The terms and conditions applicable to overruns of unit price items are set forth in Article 26 of the Contract.

34. Excise Tax

Bidders are referred to the Specifications for information on Federal Excise Tax exemptions.

35. Licenses and Permits

The successful bidder will be required to obtain all necessary licenses and permits necessary to perform the work.

36. Multiple Prime Contractors

If more than one prime contractor will be involved on this project, all contractors are required to examine the Invitation for Bid packages for all other parts of the project.

37. Locally Based Enterprise Requirements (LBE)

This Contract is subject to the requirements of Administrative Code, Section 6-108.1, and the regulations promulgated thereunder. No construction contract will be awarded unless and until these requirements have been complied with in their entirety. The bidder is advised of the provisions set forth below, as well as the provisions with respect to the Locally Based Enterprise Program contained in Article 67 of the Contract. The contractor is advised that:

(A) If any portion of the Contract is subcontracted, not less than ten percent of the total dollar amount of the contract shall be awarded to locally based enterprises ("LBEs"); except, where less than ten percent of the total dollar amount of the Contract is subcontracted, such lesser percentage shall be so awarded.

(B) No contractor shall require performance and payment bonds from LBE subcontractors.

(C) No Contract shall be awarded unless the contractor first identifies in its bid:

(1) the percentage, dollar amount and type of work to be subcontracted; and

(2) the percentage, dollar amount and type of work to be subcontracted to LBEs.

(D) Within ten calendar days after notification of low bid, the apparent low bidder shall submit an "LBE Participation Schedule" to the contracting agency. If such schedule does not identify sufficient LBE subcontractors to meet the requirements of Administrative Code Section 6-108.1, the apparent low bidder shall submit documentation of its good faith efforts to meet such requirements.

(1) The "LBE Participation Schedule" shall include:

(a) the name and address of each LBE that will be given a subcontract,

(b) the percentage, dollar amount and type of work to be subcontracted to the LBE, and

(c) the dates when the LBE subcontract work will commence and end.

(2) The following documents shall be attached to the "LBE Participation Schedule":

(a) verification letters from each subcontractor listed in the "LBE Participation Schedule" stating that the LBE will enter into a formal agreement for work,

(b) certification documents of any proposed LBE subcontractor which is not on the LBE certified list, and

(c) copies of the certification letter of any proposed subcontractor which is an LBE.

(3) Documentation of good faith efforts to achieve the required LBE percentage shall include as appropriate but not limited to the following:

(a) attendance at prebid meetings, when scheduled by the agency, to advise bidders of contract requirements;

(b) advertisement where appropriate in general circulation media, trade association publications and small business media of the specific subcontracts that would be at least equal to the percentage goal for LBE utilization specified by the contractor;

(c) written notification to association of small, minority and women contractors soliciting specific subcontractors;

(d) written notification by certified mail to LBE firms that their interest in the contract is solicited for specific work items and their estimated values;

(e) demonstration of efforts made to select portions of the work for performance by LBE firms in order to increase the likelihood of achieving the stated goal;

(f) documented efforts to negotiate with LBE firms for specific subcontracts, including at a minimum:

(i) The names, address and telephone numbers of LBE firms that are contacted;

(ii) A description of the information provided to LBE firms regarding the plans and specifications for portions of the work to be performed;

(iii) Documentation showing that no reasonable price can be obtained from LBE firms;

(iv) A statement of why agreements with LBE firms were not reached;

(g) a statement of the reason for rejecting any LBE firm which the contractor deemed to be unqualified; and

(h) documentation of efforts made to assist the LBE firms contacted that needed assistance in obtaining required insurance.

(E) Unless otherwise waived by the Commissioner with the approval of the Office of Economic and Financial Opportunity, failure of a proposed contractor to provide the information required by paragraphs (C) and (D) above may render the bid non-responsive and the Contract may not be awarded to the bidder. If the contractor states that it will subcontract a specific portion of the work, but can demonstrate despite good faith efforts it cannot achieve its required LBE percentage for subcontracted work until after award of Contract, the Contract may be awarded, subject to a letter of compliance from the contractor stating that it will comply with Administrative Code Section 6-108.1 and subject to approval by the Commissioner. If the contractor has not met its required LBE percentage prior to award, the contractor shall demonstrate that a good faith effort has been made subsequent to award to obtain LBEs on each subcontract until its meets the required percentage.

(F) When a bidder indicates prior to award that no work will be subcontracted, no work may be subcontracted without the prior written approval of the Commissioner, which shall be granted only if the contractor in good faith seeks LBE subcontractors at least six weeks prior to the start of work.

(G) The contractor may not substitute or change any LBE which was identified prior to award of the contract without the written permission of the Commissioner. The contractor shall make a written application to the Commissioner for permission to make such substitution or change, explaining why the contractor needs to change its LBE subcontractor and how the contractor will meet its LBE subcontracting requirement. Copies of such application must be served on the originally identified LBE by certified mail return receipt requested, as well as the proposed substitute LBE. The Commissioner shall determine whether or not to grant the contractor's request for substitution.

38. Bid Submission Requirements

The Bid Submission Requirements are set forth in the PASSPort RFx.

39. Comptroller's Certificate

This Contract shall not be binding or of any force unless it is registered by the Comptroller in accordance with Section 328 of the City Charter and the Procurement Policy Board Rules. This Contract shall continue in force only after annual appropriation of funds by the City of New York and certification as hereinabove set forth.

40. Procurement Policy Board Rules

This Invitation For Bids is subject to the Rules of the Procurement Policy Board of the City of New York. In the event of a conflict between said Rules and a provision of this Invitation For Bids, the Rules shall take precedence.

41. DDC Safety Requirements

The DDC Safety Requirements apply to the work to be performed pursuant to the Contract. The DDC Safety Requirements are set forth on the following pages.

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CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
CONTRACT SAFETY REQUIREMENTS

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1. POLICY ON SITE SAFETY
2. PURPOSE
3. DEFINITIONS
4. RESPONSIBILITIES
5. SAFETY QUESTIONNAIRE
6. SITE SAFETY PLAN
7. KICK-OFF/PRE-CONSTRUCTION MEETINGS
8. SAFETY COMPLIANCE DURING WORK IN PROGRESS
9. SAFETY PERFORMANCE EVALUATION

1. POLICY ON SITE SAFETY

1.1 The City of New York Department of Design and Construction (DDC) is committed to preventing workplace injuries and illnesses, as well as managing risks associated with construction activities. This commitment includes protecting both the workers involved in DDC projects and the general public.

1.2 Construction sites are dynamic environments where workers perform a variety of tasks that may expose them to numerous safety hazards. These hazards include, but are not limited to, falling objects, working at heights on rooftops or scaffolding, operating heavy construction equipment, and using temporary electrical circuits in damp conditions while handling electrical tools and machinery. DDC project sites encompass a wide range of construction activities, including construction of new buildings, renovation of existing facilities, major repairs or modifications to building systems, and horizontal infrastructure work such as installation of water and sewer mains, road and sidewalk repairs, and other street and roadway improvements across the five Boroughs.

1.3 The Contract Safety Requirements for construction projects outlines the safety, health, and environmental policies and procedures applicable to all Contractors working on DDC construction projects. While this document provides guidance on key safety protocols, it remains the sole responsibility of Contractors, their staff, and any subcontractors to fully comply with the safety requirements below.

1.4 All work performed on DDC construction sites must adhere to the most current versions of applicable federal, state, and city laws, rules, and regulations, including, but not limited to, those referenced in this document. In addition, Contractors, subcontractors, and Construction Manager firms must comply with any newly issued or revised laws, regulations, rules, and contract requirements that arise during the course of the project. All costs associated with such compliance are the sole responsibility of the Contractor and Construction Manager firms and will not be reimbursed by DDC.

- Code of Federal Regulations, Title 29, Part 1926 (29 CFR 1926) and other applicable standards of U.S. Occupational Safety and Health Administration (OSHA)
- Federal Highway Administration – Manual on Uniform Traffic Control Devices (MUTCD)
- New York Codes, Rules and Regulations (NYCRR), Title 12, Part 23 – Protection in Construction, Demolition and Excavation Operations
- New York Codes, Rules and Regulations (NYCRR), Title 16, Part 753 – Protection of Underground Facilities
- New York City Administrative Code, Title 28 – New York City Construction Codes
- Rules of the City of New York, Title 15, Chapter 13 – Rules Pertaining to the Prevention of the Emission of Dust from Construction Related Activities
- Rules of the City of New York, Title 15, Chapter 28 – Citywide Construction Noise Mitigation
- Rules of the City of New York, Title 34 Chapter 2 – NYCDOT Highway Rules
- New York City Building Code, Chapter 33 – Fire Safety During Construction, Alteration, and Demolition
- New York City Fire Code

2. PURPOSE

2.1 The purpose of these Contract Safety Requirements is to ensure that all work performed by Contractors and their subcontractors on DDC projects is carried out in full compliance with applicable federal, state, and city laws, rules, and regulations. Contractors are expected to provide effective supervision of both their own personnel and those of their subcontractors, and to maintain full accountability for their safety performance.

2.2 Contractors are also responsible for identifying, minimizing, and eliminating safety and health hazards that may impact both the jobsite and the general public. This responsibility must be fulfilled through a structured approach that includes planning, inspections, audits, and timely corrective actions. The primary objective is to manage risks effectively and reduce the occurrence of injuries, illnesses, incidents, and accidents involving Contractor and

subcontractor personnel, Construction Manager and DDC staff, and members of the public while also preventing damage to city-owned and private property to the greatest extent possible.

2.3 Construction Manager (CM) firms share responsibility for maintaining safety standards on DDC projects. This includes actively monitoring Contractor and subcontractor performance, enforcing compliance with safety requirements, identifying potential risks, and working collaboratively with both DDC and the Contractor to implement corrective actions. CM must ensure that safety policies are consistently upheld throughout all phases of the project. They are also expected to facilitate continuous communication regarding jobsite conditions and safety concerns to support a safe and responsive work environment.

3. DEFINITIONS

3.1 "Accident" means an unplanned project related event that results in a fatality or personal injury requiring medical treatment beyond first aid.

3.2 "Agency" means a city, county, borough or other office, position, department, division, Office, board or commission, or a corporation, institution or agency of government, the expenses of which are paid in whole or in part from the City treasury.

3.3 "Agency Chief Contracting Officer" or "ACCO" means the position delegated authority by the Agency Head to organize and supervise the procurement activity of subordinate Agency staff in conjunction with the City Chief Procurement Officer.

3.4 "Auditor" means a representative of the Office of Construction Safety, Quality Assurance, or Environmental & HazMat Services who conducts inspection and assessment services to verify compliance and promote health and safety on active DDC construction projects. The responsibilities of the Auditor include performing site audits; reviewing safety plans, construction permits, and drawings; verifying Contractor compliance with applicable federal, state, and city laws, rules, and regulations; ensuring adherence to Agency requirements; and providing technical advice and assistance to project staff.

3.5 "Competent Person" means an individual as defined by OSHA who is capable of identifying existing and foreseeable hazards in the surroundings or working conditions that are unsanitary, hazardous, or dangerous to employees or the general public, and who is authorized to take prompt corrective measures to eliminate such hazards. The Competent Person shall have successfully completed, at a minimum, an authorized 30-hour OSHA Construction Safety Course applicable to construction projects and shall possess a valid Site Safety Training (SST) Supervisor Card for projects where such certification is required. Multiple Competent Persons may be required based on the scope and complexity of work.

3.6 "Construction Manager (CM) means a representative, duly designated to act on the Commissioner's behalf at the Project Site. This role may be fulfilled by a vendor retained by the DDC, which may include, but is not limited to, a Construction Management firm, a Resident Engineer Inspection (REI) firm, or a Project Management/Construction Management (PMCM) firm, depending on the project delivery method and contract type.

3.7 "Contractor" means any individual or entity that enters into an agreement with the DDC to perform construction work. Depending on the project delivery method and contract type, the responsible party may include, but is not limited to, a Contractor, Design-Builder, or Construction Manager-Builder (CM-Builder).

3.8 "Corrective Action Plan" means a structured approach to address unsafe conditions through evaluation, determination of root cause, and specific, step-by-step actions to mitigate the unsafe condition and prevent recurrence.

3.9 "Daily Safety Job Briefing" means a jobsite safety meeting given to all jobsite personnel by the Contractor at the Project Site on a daily basis before work begins, and/or whenever hazards or potential hazards are identified during the course of work. The purpose of the Daily Safety Job Briefing is to discuss the scheduled activities for the day, the hazards associated with those activities, activity-specific safety procedures, and the JHA relevant to the

planned construction work. Daily Safety Job Briefings shall be documented and made available upon request at the jobsite. Documentation shall include, at a minimum: the topics discussed; the name and signature of the individual conducting the briefing; the names and signatures of all attendees; the name of the designated Competent Person; the names of the Contractor and subcontractor(s); the DDC Project ID; and the date, time, and location of the briefing.

3.10 "Department" or "DDC" means the Department of Design and Construction of the City of New York acting by and through the Commissioner thereof, or his/her duly authorized representative.

3.11 “Job Hazard Analysis (JHA)” means a process used to identify major job tasks and any potential site-specific hazards that may be present during construction, and to establish the means and methods for eliminating or controlling those hazards. A JHA shall be documented and made available upon request at the jobsite. At a minimum, the JHA shall include: the work task being performed; identified hazards; control methods for the identified hazards; the names of the Contractor and subcontractor(s); the DDC Project ID; the location and date; and the name and signature of the certifying individual. A JHA is a living document and must be re-evaluated and revised as necessary to address new or evolving hazards and tasks that may arise during the course of the project.

3.12 “Incident” means an unplanned project related event that results in personal injury requiring first aid or property damage.

3.13 “Multiemployer Site” means a Project Site where multiple Contractors and one or more subcontractors may be present, with subcontractors operating under the oversight of the respective Contractors.

3.14 “Near-Miss” means an unplanned project related event that does not result in an injury or damage but could have possibly led to an injury or damage.

3.15 “Office of Construction Safety (OCS)” means an office of DDC Safety and Site Support Division that assesses contractors’ safety compliance on DDC construction projects and advises responsible parties of needed corrective actions.

3.16 “Office of Environmental & HazMat Services (OEHS)” means an office of DDC Safety and Site Support Division that assesses contractors’ environmental compliance on DDC construction projects and advises responsible parties of needed corrective actions.

3.17 “Office of Quality Assurance (OQA)” means an office of DDC Safety and Site Support Division that assesses contractors’ quality and safety compliance on DDC construction projects and advises responsible parties of needed corrective actions.

3.18 “Project Site” means the area(s) upon or in which the construction work for the Project is performed, and such other areas adjacent thereto as may be designated by the Commissioner.

3.19 “Project Safety Representative” means an individual designated by the Contractor to oversee safety at the Project Site. A Project Safety Representative is required for all DDC construction projects and may perform other duties, provided that their primary focus remains on safety. The Project Safety Representative shall be present on-site during all construction work activities and shall be responsible for the proper planning and implementation of all applicable safety measures, continuous monitoring of safety performance during construction activities, conducting documented daily safety inspections, and ensuring timely execution of corrective actions to maintain a safe and compliant work environment. Multiple Project Safety Representatives may be required based on the scope and complexity of work. DDC reserves the right to require a full-time Project Safety Representative dedicated to safety compliance at any point during the project, for any reason, and the Contractor shall provide this representative at no additional cost to DDC. The Project Safety Representative shall, at a minimum, have successfully completed a 30-hour OSHA Construction Safety Course applicable to construction activities, and possess a Site Safety Training (SST) Supervisor Card where required. This individual shall have sufficient experience and expertise to identify health and safety hazards, apply appropriate controls, and hold the authority to initiate corrective actions.

3.20 “Project Safety Manager” means a dedicated, full-time safety professional required on construction projects as determined by the Commissioner or his/her duly authorized representative. The Project Safety Manager may be mandated by DDC at any time during the course of the project, for any reason, and shall be provided by the Contractor at no additional cost to DDC. The designated full-time Project Safety Manager shall be present on-site during all work activities and shall, at a minimum, possess the following qualifications: successful completion of an OSHA 30-hour Construction Safety certification; a valid Site Safety Training (SST) Supervisor Card where required; and one of the following professional credentials: Certified Safety Professional (CSP), Associate Safety Professional (ASP), or Certified Health and Safety Technician (CHST). The individual shall also have additional safety training and certifications relevant to the scope of work performed by the Contractor and/or subcontractor(s). The Project Safety Manager must have sufficient experience and expertise to identify and understand site-specific health and safety hazards and appropriate control measures and shall have the authority to enforce the implementation of corrective actions as necessary.

3.21 “Qualified Person” means, as defined by OSHA, an individual who by possession of a recognized degree, certificate, license, or professional standing, or who by extensive knowledge, training, and experience, has successfully demonstrated the ability to solve problems relating to the subject matter, the work, or the project. Qualified Persons are required under regulation to address issues pertaining, but without limit, to fall protection, scaffold design, maintenance and protection of traffic, and excavation protective system, among others.

3.22 “Registered Construction Superintendent (Construction Superintendent)” means an individual officially registered with the New York City Department of Buildings (DOB) and responsible for performing all duties outlined in Chapter 33 of Title 1 of the Rules of the City of New York. For applicable projects, as specified in Title 28 of the New York City Construction Codes, Contractors are required to assign one or more Construction Superintendents to ensure compliance with regulatory requirements and provide effective site safety oversight.

3.23 ”Safety Questionnaire” means a form used by DDC to assess a contractor’s current and historical safety performance. Completion of the Safety Questionnaire is mandatory for all Contractors, as part of the pre-award evaluation process.

3.24 “Site Safety Coordinator” means an individual designated by the Contractor for certain projects, as defined in Title 28 of the New York City Construction Codes. This individual must hold a valid Site Safety Coordinator License issued by the New York City Department of Buildings.

3.25 “Site Safety Manager” means an individual designated by the Contractor for specific projects, as defined in Title 28 of the New York City Construction Codes. This individual must hold a valid Site Safety Manager License issued by the New York City Department of Buildings.

3.26 “Site Safety Plan (SSP)” means a project-specific document that identifies all construction activities within the defined scope of work, evaluates associated hazards, and outlines appropriate safety procedures and training requirements necessary for the safe execution of tasks. The SSP shall include tailored safety measures based on the nature of the work and is subject to review and formal acceptance by the Office of Construction Safety (OCS) prior to the commencement of any on-site activities.

3.27 “Stop Work Order (SWO)” means to an action issued by DDC in response to either (a) a hazardous condition presenting imminent danger to life or property, where the Contractor is unable to take immediate corrective action, or (b) noncompliance with applicable federal, state, and city laws, regulations, and agency requirements. If such conditions are identified and immediate remediation is not feasible, the Office of Construction Safety (OCS), Office of Quality Assurance (OQA) or Environmental & HazMat Services (OEHS) has the authority to issue a full or partial SWO. The SWO mandates the suspension of all work associated with the identified hazard or noncompliance and will remain in effect until the Contractor submits satisfactory corrective measures, which are reviewed and approved by OCS, OQA, or OEHS, and fully implemented on-site.

3.28 “Site Safety Training (SST) Card” means a certification card issued by New York City Department of Buildings (DOB) under Local Law 196. The Law requires workers and supervisors at construction sites, that

designated a Construction Superintendent, Site Safety Manager, or Site Safety Coordinator, to complete safety training and obtain DOB approved SST cards.

3.29 "Subcontractor" means any person, firm, or corporation, other than employees of the Contractor, that enters into an agreement with the Contractor or with another subcontractor to furnish, or actually furnishes, labor; labor and materials; labor and equipment; or superintendence, supervision, and/or management services at the Project Site. Wherever the term "Subcontractor" appears, it shall also include sub-subcontractors.

3.30 "Unsafe or Unhealthy Condition" means A condition that poses a potential risk to the health and safety of personnel or the general public, and/or may result in harm to equipment, machinery, property, or the surrounding environment.

3.31 "Weekly Safety Meetings" means scheduled jobsite safety meetings conducted weekly by the Contractor for all on-site personnel. These meetings are intended to address general safety topics as well as project-specific requirements relevant to the DDC Project Site. Each meeting must be documented and include, at a minimum: the topics discussed, meeting content, name and signature of the individual conducting the meeting, names and signatures of attendees, Contractor's name, DDC Project ID, date, and location. Documentation shall be made available upon request.

3.32 "Work" means construction activities required under the Contractor's Contract Documents, whether completed or partially completed, and performed by the Contractor and/or subcontractor(s). Work encompasses the furnishing of labor, the supply and integration of materials and equipment into the construction process, and the provision of services necessary to fulfill the Contractor's obligation to complete the Project in accordance with the Contract Documents. "Work" may also include Utility Interference work, commonly referred to as "Section U," "EP-7," and "Joint Bid" work when performed in connection with the Contract.

4. RESPONSIBILITIES

4.1 All individuals who manage, perform, or provide support for construction projects shall conduct all operations in full compliance with the requirements set forth in these Safety Requirements, as well as all applicable laws, regulations, and guidelines issued by governing regulatory agencies pertaining to construction safety.

4.1.1 For Design-Build and CM-Build projects, the Design-Builder or CM-Builder assumes the dual roles of Contractor and CM and is responsible for both the execution and oversight of all construction activities.

4.1.2 DDC reserves the right to request the replacement of any personnel of the Contractor, CM, Design-Builder, or CM-Builder at any time during the project, for any reason, at no additional cost.

4.1.3 DDC reserves the right to require the Contractor to replace any personnel, whether directly or indirectly involved in the safety of construction activities, at any time and for any reason, at no additional cost to the City. This includes, but is not limited to: Project Safety Representative, Project Safety Manager, Competent Person, Site Safety Coordinators, Site Safety Managers, Construction Superintendent, tradespeople, and subcontractor personnel.

4.2 <u>Construction Manager (CM) Responsibilities</u>

4.2.1 <u>Site Safety Plan:</u> Review and approve Contractor's SSP, subcontractor safety plans, and activity specific safety procedures in accordance with the requirements set forth in Section 6, below, of this Contract Safety Requirements. Facilitate the initial submission and revisions of Contractor's SSP to OCS for review and acceptance.

4.2.2 <u>Construction Commencement Notification:</u> Notify OCS of the start of construction activities and provide a timely look-ahead schedule, as well as refer to Critical Activity Planning as set forth below.

4.2.3 Training Verification: Develop and implement a process to verify that all CM, Contractor, and subcontractor personnel are properly trained. Maintain records of initial and refresher training, ensuring documentation is available on-site upon request.

4.2.4 Safety Meetings Documentation: Attend and maintain records of Weekly Safety Meetings and Daily Safety Job Briefings.

4.2.5 Job Hazard Analysis (JHA): Ensure Contractor JHAs are current and accurately reflect the work being performed, associated hazards, and mitigation measures. Verify that all site personnel are trained on the JHAs and maintain supporting documentation on-site.

4.2.6 Critical Activity Planning: Ensure thorough planning for critical construction activities (e.g., crane operations, excavation, confined space entry), including coordination among Contractors, DDC, and any other relevant Agency.

4.2.7 Permit and Documentation: Maintain custody of all construction-related permits, plans, approvals, and drawings. Make sure that all permits are valid. Ensure these documents are readily available on-site.

4.2.8 Hazard Mitigation: Identify, minimize, or eliminate jobsite and public hazards through documented planning, inspections, verifications, and corrective actions process.

4.2.9 Site Condition Monitoring: Monitor Project Site conditions for compliance with the Contractor's SSP, DDC policies, permits, and applicable safety regulations.

4.2.10 Non-Compliance Notification and Remediation: Immediately notify the Contractor and DDC of any non-compliant conditions or activities, including violations of the SSPor applicable codes, or any situation posing risk to workers, the public, or property. Direct the Contractor to take corrective action, including providing necessary labor, materials, equipment, and supervision.

4.2.11 Accident, Incident and Near Miss Reporting: Notify OCS and the ACCO's Insurance and Risk Management Unit of any project-related Accidents, Incidents, or Near Misses within two (2) hours of occurrence, in accordance with DDC's Construction Safety Emergency and Accident Notification and Response Procedure.

4.2.12 Accident Site Integrity and Reporting: In the event of an Accident, Incident, or Near Miss, the CM shall ensure that the Contractor preserves the integrity of the Project Site. This includes safeguarding all physical evidence, documenting all personnel present at the time of the event, gathering relevant facts, and preparing the required DDC Construction Accident Report as per DDC's Construction Safety Emergency and Accident Notification and Response Procedure. The CM shall also ensure that the Contractor performs a thorough investigation, develops and implements corrective actions to prevent recurrence, and maintains all related records. Such records shall be made available upon request.

4.2.13 Regulatory Inspection Notification: Notify OCS within two (2) hours of the start of any inspection by external regulatory agencies (e.g., NYS, OSHA, NYC DOB). Submit a copy of the inspection report within one (1) business day of receipt.

4.2.14 Audit Support: Escort and assist OCS, OQA, and OEHS Auditors during all field and record audits.

4.2.15 Emergency Condition Reporting: Immediately report any emergency conditions to OCS by calling (718) 391-1911.

4.2.16 Qualified Personnel: Provide personnel who are appropriately certified and trained for the project. Maintain documentation of certifications and training and make it available upon request.

4.3 Contractors Responsibilities

4.3.1 Safety Questionnaire: Submit a completed Safety Questionnaire and all relevant safety performance documentation with the bid or as part of the pre-qualification package in accordance with the requirements set forth in Section 5, below, of this Contract Safety Requirements.

4.3.2 Site Safety Plan (SSP): Prepare and submit SSP, subcontractor safety plans and activity-specific safety procedures in accordance with the requirements set forth in Section 6, below, of this Contract Safety Requirements. The SSP must be revised and updated as necessary throughout the project and made available upon request.

4.3.3 Project Safety Representative and Project Safety Manager: Designate and identify a Project Safety Representative, and if applicable, a Project Safety Manager in the SSP. Notify OCS immediately of any permanent changes to these roles in a form and manner acceptable to OCS. If the designated individual is temporarily unavailable, an alternate must be provided. Provide resumes outlining qualifications and experience upon request by DDC. DDC reserves the right to request replacement of personnel at any time, at no additional cost.

4.3.4 Competent Person(s): Identify Competent Person(s) in the SSP. Multiple individuals may be required based on the scope and complexity of work. Competent Person(s) must be present during all work activities. DDC reserves the right to request replacements or additional personnel at any time.

4.3.5 NYC DOB Safety Roles: For applicable projects under NYC Construction Codes – Title 28, designate and identify a Licensed Site Safety Manager, Site Safety Coordinator, and/or Registered Construction Superintendent.

- Resumes shall be available upon request.
- Notify OCS of any permanent or temporary changes to these roles.
- Provide alternates as needed and inform OCS of all changes.
- DDC reserves the right to request replacements at any time, at no additional cost.
- JHA
- Develop a written JHA identifying safety hazards and control methods for project-specific tasks.
- Include a preliminary JHAs in the SSP.
- Update and revise the JHA as new tasks and hazards arise.
- Maintain copies on-site and produce upon request.

4.3.6 Subcontractor Safety Plans: Determine whether subcontractors will adhere to their own safety plans or the SSP developed by the Contractor. Review, approve, and submit to CM or DDC subcontractor's safety plans in accordance with the requirements outlined in Section 6 below.

4.3.7 Activity-Specific Safety Procedures: Develop and implement activity-specific safety procedures to safeguard workers, the public, and city-owned property and private-owned property throughout the duration of the project. If such procedures are prepared by subcontractors, the Contractor shall review and approve them prior to submission to the CM or DDC in accordance with the requirements set forth in Section 6 below.

4.3.8 Utility Safety Compliance: Follow all utility safety procedures when performing Utility Interference work (e.g., "Section U," "EP-7," "Joint Bid" work).

4.3.9 Employee Safety Awareness and Orientation: Conduct and document site-specific safety orientation for all Contractor and subcontractor personnel. Provide documentation to the CM and make it available upon request.

4.3.10 Training Requirements: Ensure that all Contractor and subcontractor employees are properly trained prior to mobilization and as needed throughout the duration of the project. At a minimum, all personnel must have completed the following training within the past five (5) calendar years:

- OSHA 10-hour Construction Safety Course
- Site Safety Training (SST) card with a minimum of 40 hours of training, as required for certain DDC projects
- Additional applicable training, including but not limited to: flagger, scaffold, fall protection, confined space entry, and excavation safety
- All training records must be submitted to the CM prior to mobilization, kept up to date throughout the project and made available for review upon request.

4.3.11 Safety Meetings and Briefings: Conduct and document weekly safety meetings and daily job briefings throughout the project. Attendance of all Contractor and subcontractor employees is mandatory. Maintain written records and make them available upon request and at the Project Site.

4.3.12 Documentation: Maintain and ensure immediate availability of all applicable and current safety documentation at the Project Site. This documentation can include, but is not limited to, the following:

- Task-specific JHAs
- Training records
- MPT Plan (if applicable
- Noise and Dust Mitigation Plans
- Excavation protective system drawings
- Emergency Evacuation Plan
- Fall Protection and Confined Space Programs
- Required permits
- Weekly Safety and daily job briefing records
- Crane operation documentation
- Daily inspection checklists
- Scaffold and sidewalk shed drawings
- Safety Data Sheets (SDS) for chemicals in use

4.3.13 Regulatory Compliance: Comply with all current applicable federal, state, and local safety and health laws, rules, and regulations, as amended or revised during the entire term of the project.

4.3.14 SSP Compliance: Adhere to all provisions outlined in the approved SSP.

4.3.15 Daily Safety Inspections: Conduct daily safety inspections, document findings, implement corrective actions, and maintain inspection records for review upon request.

4.3.16 Reporting Unsafe or Unhealthy Conditions: Report any unsafe or unhealthy conditions to the CM and/or DDC project staff as soon as practicable, but no later than twenty-four (24) hours after discovery. Prompt action shall be taken to remove or abate such conditions. If an imminent dangerous condition is discovered, the Contractor shall immediately stop all work in the affected area until corrective measures are implemented and accepted by the CM and/or DDC project staff and reviewed and accepted by OCS.

4.3.17 Reporting and Investigation of Accidents, Incidents, and Near Misses:

a) The Contractor shall report all Accidents, Incidents, and Near Misses involving injury to workers or the general public, as well as any property damage, to the CM and/or DDC project staff within one (1) hour of occurrence.

b) Following any Accident, Incident or Near Miss, and unless otherwise directed by the CM or OCS, the Contractor shall not remove or alter any equipment, structure, material, or evidence related to the Accident, Incident or Near Miss. **Exception:** Immediate emergency procedures may be taken to secure structures, temporary construction, operations, or equipment that pose a continued imminent danger, or to facilitate

assistance for individuals who are trapped or have sustained bodily injury. Additional measures shall be taken as necessary to secure the Project Site and prevent further injury or property damage.

c) The Contractor shall conduct a root cause investigation of the Accident, Incident, or Near Miss. Within twenty-four (24) hours of the event, the Contractor shall prepare and submit to the CM and/or DDC project staff a written investigation report detailing findings, corrective actions, and hazard mitigation measures to prevent recurrence. The report shall include, at a minimum:
    - Results of re-evaluation of the unsafe condition(s)
    - Determined root cause
    - A detailed description of step-by-step actions to implement hazard control methods
    - Responsibilities of involved personnel

4.3.18 Notification of Regulatory Inspections: Notify the CM and/or DDC project staff within one (1) hour of the commencement of any inspection conducted by outside regulatory agency personnel, including but not limited to OSHA, DOB, or any other relevant federal, state, or local authorities.

4.3.19 Multiemployer worksites: Ensure that Project Site conditions and existing and/or created safety and health hazards are communicate to or between all Contractor and subcontractor(s) employees prior to and during the course of the project. Exercise, every precaution to prevent injury to persons (including workers and members of the public) or damage to city-owned property or assets or any other property, as applicable.

4.3.20 The Contractor shall cooperate fully with DDC, including OCS, OQA and OEHS and the CM, and shall address all safety-related recommendations issued by DDC. Compliance with such recommendations shall in no way relieve the Contractor of its sole and continuing responsibility for safety on the project.

5. SAFETY QUESTIONNAIRE

5.1 DDC requires all Contractors to provide detailed information regarding their current and historical safety performance and programs. This requirement is fulfilled through the completion of the DDC Safety Questionnaire.

5.2 DDC reserves the right to request updates to the DDC Safety Questionnaire and/or to require additional, more detailed safety-related information at any time. Contractors must provide the requested documentation within ten (10) calendar days of the request.

5.3 As part of the bid or proposal submission package, Contractors shall submit a fully completed DDC Safety Questionnaire. The DDC Safety Questionnaire must include, among other required details, the company's Workers' Compensation Experience Modification Rating (EMR) and OSHA Incident Rates for the three (3) calendar years preceding the signature date of the Contractor's representative on the submitted Safety Questionnaire. DDC will evaluate the Contractor's safety performance over the three-year period using the following criteria:

5.3.1 Incident Rate for Lost Time Injuries; and

5.3.2 OSHA Form 300 "Log of Work-Related Injuries and Illnesses" and OSHA Form 300A "Summary of Work-Related Injuries and Illnesses" for the past three years for Contractors with more than ten (10) employees; and

5.3.3 Intrastate and Interstate Experience Modification Rate (EMR); and

5.3.4 Any willful violations issued by OSHA or DOB construction safety-related violations; and

5.3.5 History of OSHA serious violations; and

5.3.6 Any work-related fatality or injury, requiring OSHA notification; and

5.3.7 Past safety performance on DDC projects - work-related fatality or work-related injury requiring medical treatment beyond first aid, involving a Contractor's or subcontractor's employee(s), which occurred on a DDC Project.

5.4 OCS, through ACCO, may request additional information regarding the Contractor's safety performance. DDC may require the Contractor to submit documentation including, but not limited to, accident investigation reports, OSHA records, citations or violations, and written corrective action plans.

5.5 OCS is responsible for reviewing and evaluating the submitted Safety Questionnaire, along with any other relevant information based on the criteria outlined in this Section of the DDC Contract Safety Requirements. The evaluation results and recommendations will be provided by OCS to ACCO.

5.6 Upon receiving the Contractor's safety performance evaluation, ACCO will incorporate this information into the overall bid or proposal assessment. Based on the outcome of the safety performance review, DDC reserves the right to require the Contractor to develop and implement additional safety measures prior to and throughout the duration of construction activities.

6. SITE SAFETY PLAN

6.1 General: For all DDC construction projects, including Design-Build and CM-Build, the Contractor shall prepare and submit a comprehensive SSP.

6.1.1 The SSP must clearly outline the project's scope of work, planned construction activities, and any existing or potential health and safety hazards, along with procedures to eliminate or mitigate the identified hazards. The SSP must incorporate subcontractors' safety plans and any activity-specific safety procedures necessary to safely execute the work.

6.1.2 The SSP must be prepared and submitted through the SSP application available on the Contractor Access Portal (CAP). Relevant sections will become accessible to the Contractor upon selection of construction activities aligned with the project's scope of work. Each section will include a standardized template and outline the required supporting documentation, all of which must be completed prior to submission for CM and/or DDC review.

6.1.3 The SSP is a living document and must be continuously re-evaluated and updated by the Contractor as necessary to reflect changes in work scope, site conditions, hazards, tasks, equipment, means and methods, safety standards, or any other factors that may arise throughout the duration of the project. The most current version of the SSP, along with activity-specific safety procedures and subcontractor safety plans, shall be maintained on-site at all times and made available upon request.

6.1.4 The SSP is subject to review and acceptance by the OCS prior to the commencement of any Project Site work. Failure to submit an acceptable SSP will constitute grounds for default of the contract. The preparation, submission, review, and approval of the SSP shall follow the process outlined below.

6.2 SSP-Related Responsibilities: For Design-Build and CM-Build projects, the Design-Builder or CM-Builder assumes the dual roles of Contractor and CM and is responsible for reviewing and approving subcontractor safety plans and activity-specific safety procedures.

6.2.1 Construction Manager (CM): Responsible party may be CM/REI/PMCM, depending on project delivery method and contract type.

- Review and approve all safety documentation prior to the commencement of work by the Contractor or its subcontractor(s), in accordance with Sections 6.3.1.b and 6.3.2.b, below. Maintain safety-related records and ensure timely follow-up on required revisions

6.2.2 Contractor: Responsible party may be Contractor/Design-Builder/CM-Builder depending on project delivery method and contract type.

- Prepare and submit a comprehensive SSP for CM review and approval, if applicable, and for acceptance by DDC OCS
- Review and submit subcontractor safety plans for CM review and approval, if applicable
- Develop, review and submit activity-specific safety procedures, including those prepared by subcontractors, for CM review and approval
- Address feedback from DDC project staff, OCS and/or CM and revise documentation as needed throughout the construction phase
- Ensure that SSP is reviewed and approved by CM, and accepted by OCS prior to the commencement of construction work
- Ensure that subcontractor safety plans and activity-specific safety procedures are reviewed and approved by CM, unless otherwise directed by OCS, prior to the commencement of construction activities
- Train all applicable workers on the OCS-accepted SSP and CM-approved subcontractor safety plans and activity-specific safety procedures
- Ensure proper implementation of the OCS-accepted SSP and CM-approved subcontractor safety plans and activity-specific safety procedures

6.2.3 Subcontractors:

- Prepare and submit safety plans and activity-specific safety procedures to the Contractor for review and subsequent CM review and approval, if applicable.
- Address feedback and revise safety plans and activity-specific safety procedures accordingly
- Implement all approved safety plans and activity-specific safety procedures
- Participate in and provide required training

6.2.4 DDC Project Staff

- Review submitted SSP for completeness and alignment with the project scope and schedule

6.2.5 DDC Office of Construction Safety (OCS)

- Review the Contractor's SSP submitted via the designated process and determine its acceptability
- Verify CM's review and approval of subcontractor's safety plans and activity-specific safety procedures
- Conduct on-site audits to verify the implementation of the Contractor's SSP, subcontractor safety plans, and activity-specific safety procedures during active construction phases
- Issue full or partial Stop Work Orders in cases of non-compliance with the DDC Project Safety Plan Preparation, Review and Approval Policy, DDC Contract Safety Requirements and/or the presence of hazardous site conditions

6.3 SSP Submission and Review Procedures

6.3.1 Pre-Construction Phase: For in-house managed projects, Design-Build, CM-Build, or projects where the CM had not yet been onboarded at the time of the SSP submission, CM review and approval are not applicable. In such cases, the Contractor may bypass the CM review and approval step and submit the SSP directly to the DDC project staff, followed by submission to OCS.
Contractor SSP is subject to review and acceptance by OCS. The initial SSP submission during the pre-construction phase, as well as any re-submissions during construction phases, follows the process outlined below.

a. Initial Preparation and Submission: Contractor prepares the SSP utilizing the Site Safety Plan (SSP)

application available through the Contractor Access Portal and submits the SSP, including all available subcontractor safety plans and any available activity-specific procedures, to CM for review and approval, if applicable.

b. CM Review and Approval: Upon completion of the review, CM provides written comments or approval to Contractor. The review should confirm that the SSP meets, at a minimum, the following criteria:
   - Compliance with applicable federal, state, and local safety regulations
   - Coverage of known or anticipated hazards relevant to the project scope
   - Defined means and methods to eliminate or control existing or potential health and safety hazards
   - Completeness, clarity, and suitability for the scope of work

c. Submission to DDC: Contractor uploads the CM-approved SSP, along with the completed CM Review and Approval Logs (when applicable), to the SSP application via the Contractor Access Portal (CAP).

   - Design-Build and CM-Build projects: At least sixty (60) days prior to the commencement of construction work, or as otherwise directed.
   - Other project types: Within forty-five (45) days from the "Notice of Intent to Award" date, or as otherwise directed.

d. Project Staff Review: DDC Project Staff reviews the submitted SSP in the SSP application to ensure that all construction activities, schedule, and applicable templates are accurately represented.

e. OCS Review: OCS completes the review and assigns one of the following statuses:

   - Acceptable – Contractor may proceed with construction work

   - Conditionally Acceptable
     - Contractor may proceed with construction activities related to the portions of the SSP that have been deemed "Acceptable." However, for any sections marked "Conditionally Acceptable," additional documentation must be submitted prior to the start of work.
     - At least 30 calendar days before commencing construction activities associated with "Conditionally Acceptable" SSP sections, the Contractor must complete and upload the relevant templates, along with all required attachments, through the SSP application. These materials are required to be reviewed and accepted by OCS.
     - Failure to submit the required templates and attachments prior to beginning work on "Conditionally Acceptable" sections will result in the SSP status being changed to "Unacceptable" by OCS.

   - Unacceptable
     - Contractor is required to revise the SSP in accordance with comments provided by OCS, obtain CM re-approval if applicable, and resubmit the SSP through the SSP application for OCS review and acceptance.
     - Commencement of construction work without an SSP reviewed and accepted by OCS will result in a Stop Work Order issued by OCS.

6.3.2 Construction Phases: All subcontractor safety plans, and activity-specific safety procedures must be reviewed and approved by CM before the start of any construction work, by any subcontractor or sub-subcontractors.

   - In-house managed projects: Contractor submits subcontractor safety plans and activity-specific procedures directly to OCS for review and acceptance.
   - Design-Build and CM-Build projects: Subcontractor safety plans and activity-specific procedures are reviewed and approved by the Design-Builder or CM-Builder, unless otherwise directed by OCS.

a. Submission: Contractor submits to the CM, subcontractor safety plans and activity-specific safety procedures, including JHA forms, developed by Contractor and/or by subcontractor(s) and reviewed by the Contractor.

b. CM Review and Approval: CM evaluates submitted subcontractor safety plans and activity-specific safety procedures to ensure alignment, at minimum, with:

- Approved Contractor SSP
- Actual Project Site conditions
- Construction means and methods
- Applicable regulatory standards
- Written approval is issued once all criteria are satisfied

6.3.3 Revisions: Any of the following changes or impacting factors must prompt a reevaluation and update of the Contractor SSP, subcontractor safety plans and/or activity-specific safety procedures:

- Changes in work scope
- Modifications to Project Site conditions
- Alterations in construction means and methods
- Occurrence of Accidents, Incidents, or Near Misses
- Revisions to applicable safety standards or regulations
- Other factors that may affect site safety of the Project Site

All revised safety documentation is subject to CM review and approval, and, if directed, must submitted to OCS for further review and acceptance.

6.4 Training and Documentation

6.4.1 Training Requirements: Contractor ensures that all applicable personnel, including subcontractors, receive required safety training prior to the commencement of construction activities. This includes additional training requirements that must be satisfied before initiating any high-risk work. All safety training must be:

- Conducted in accordance with approved safety plans and procedures
- Federal, State and Local rules and regulations
- Properly documented, maintained on-site and readily accessible for review by project stakeholders and regulatory authorities upon request

6.4.2 Documentation: All documentation shall be maintained on-site and must be readily accessible for review by project stakeholders and regulatory authorities upon request. Contractor maintains the following safety-related documentation, including but not limited to:

- Contractor's SSP
- Subcontractor safety plans
- Activity-specific safety procedures, including JHA
- Training records for Contractor and subcontractor personnel, including applicable certifications, training cards, and licenses
- Applicable permits, drawings, equipment inspection records, and plans, such as MPT, Noise Mitigation, Dust Mitigation, etc.
- CM Review and Approval Logs for subcontractor safety plans and activity-specific safety procedures

6.4.3 CM Review and Approval Logs: Logs must include the name, title, and signature of the CM reviewer/approver, along with the date of approval for each subcontractor safety plan and activity-specific procedure.

6.5 Compliance

6.5.1 The DDC, through OCS, reserves the right to:

- Review all safety-related procedures, including the Contractor's SSP, subcontractor safety plans, and activity-specific safety procedures
- Verify adherence to the review and approval process outlined in this policy
- Enforce corrective action requirements where deficiencies or violations are identified

6.5.2 Failure by the Contractor to submit an acceptable or conditionally acceptable SSP, or to obtain CM approval for subcontractor safety plans and activity-specific safety procedures prior to commencing construction, may result in a full or partial Stop Work Order. Non-compliance with this policy may lead to project delays or suspension of ongoing construction activities until appropriate corrective actions are implemented.

6.5.3 If the DDC determines that either the Contractor or CM have not followed the required review and approval process, the Contractor must obtain formal acceptance from OCS before starting or resuming any construction activity that involves subcontractor safety plans or activity-specific safety procedures.

7. KICK-OFF/PRE-CONSTRUCTION MEETINGS

7.1 Prior to the commencement of construction activities on all DDC projects, the CM, if applicable, or designated DDC project staff shall invite representatives from DDC OCS, OQA, and OEHS to participate in the construction kick-off meeting.

7.2 Applicable representatives from each OCS, OQA, and OEHS will attend the meeting to review and discuss, but not be limited to, the following items:

- Contract Safety Requirements
- Project-specific conditions based on the project's scope of work, location, and other factors that may impact the safety of workers and the general public
- SSP and JHA requirements
- Accident/Incident reporting and investigation procedures
- Safety personnel roles and responsibilities
- Field audits and inspections by DDC**,** including construction safety, quality assurance, environmental compliance, and prevailing wage enforcement
- Other applicable requirements related to quality assurance, environmental protection, and hazardous materials (hazmat) management

8. SAFETY COMPLIANCE DURING WORK IN PROGRESS

8.1 General: The Contractor's compliance with DDC Safety Requirements, as well as applicable federal, state, and local regulations, will be monitored throughout the duration of the project. This evaluation will be conducted through the following procedures. Notwithstanding, always during the life of a construction project, nothing ever relieves the Contractor of the responsibility for following federal, state, or city (local) regulations, as amended or updated, or industry best practice.

8.2 Field Auditing: Various field audits will be performed using a standardized checklist by representatives from OCS, OQA, and OEHS, or other designated DDC personnel, along with the CM, if applicable. These audits will include both routine inspections and comprehensive site reviews. Findings will be shared with the Contractor, CM and/or DDC project staff to support the implementation of any required corrective actions.

8.3 Accidents, Incidents, and Near Misses: The Contractor shall notify the CM, if applicable, or DDC project staff within one hour of any Accidents, Incidents, or Near Misses. These events include, but are not limited to, fatalities, injuries to personnel or the public, and property damage. All such occurrences shall be investigated by the Contractor, and investigation reports, along with any additional documentation requested by OCS, must be submitted promptly to support review and follow-up actions.

8.4 Continuous Monitoring by the CM: The CM will conduct ongoing inspections of the Contractor's safety and environmental practices. Any deficiencies identified will be promptly reported to the Contractor's Project Safety Representative and, when applicable, to the on-site Project Safety Manager for immediate correction. The CM will maintain written documentation of all deficiencies, which will be made available upon request. Any critical deficiencies must be reported immediately to the Office of Construction Safety Unit at (718) 391-1911.

8.5 Performance Review Meetings: If the Contractor's safety performance does not meet DDC standards (e.g., poor safety metrics, accident/incident rates), OCS will arrange a performance review meeting with the Contractor's Project Safety Representative, the CM, and the DDC Environmental Specialist if environmental concerns are involved. The meeting will include:

- Assessment of the level of non-compliance
- Clarification of applicable safety and environmental requirements
- Development and implementation of a corrective action plan

8.6 Continued Non-Compliance: If deficiencies persist, DDC reserves the right to issue a Full Stop Work Order and follow the default provisions set forth in the contract documents.

8.7 Stop Work Orders: If imminent danger to life or property is identified, or if there is non-compliance with applicable laws, regulations, DDC Contract Safety Requirements or other agency standards and policies and immediate corrective action is not feasible, a Partial Stop Work Order (PSWO) or Full Stop Work Order (SWO) will be issued. The PSWO or SWO will remain in effect until corrective actions are completed and approved by OCS, OQA, and OEHS.

9. SAFETY PERFORMANCE EVALUATION

9.1 At the completion of designated construction phases and at project closeout, DDC's Office of Construction Safety shall conduct a formal evaluation of the Contractor's safety performance. This assessment shall be based on established criteria, including but not limited to Accident and Incident history, the number of Stop Work Orders issued, results of DDC safety audits, and compliance with Safety Site Plan (SSP) preparation, submission, review, and approval requirements.

9.2 The final safety performance rating shall be recorded in the City's PASSPort or any other system instituted by the City, and may be considered in future procurement decisions, in accordance with the City's Procurement Policy Board Rules and DDC's procurement solicitation.

NOTICE TO BIDDERS

Please be advised that the following Riders to the March 2017 New York City Standard Construction Contract have been attached and incorporated in this Invitation for Bid:

- Rider regarding Community Hiring for Construction Contracts;
- Rider regarding Non-Compensable Delays and Grounds for Extension;
- Rider regarding NYC Earned Safe and Sick Time Act;
- Rider regarding City Fleet and Truck Safety Requirements for City Contractors;
- Rider regarding Certified Payrolls

Other than provisions specifically delineated in the Riders, all other terms of the March 2017 New York City Standard Construction Contract continue to apply in full force and effect.

Community Hiring Rider

For Construction Contracts

Version: February 20, 2025

Program Description

Community Hiring, as authorized under Chapter 79 of the New York City Charter ("Charter"), is an initiative to set workforce goals on City procurement for contractors to employ low-income individuals and residents of economically disadvantaged communities.

The provisions set forth in this Rider shall apply to contracts with a total value exceeding three million dollars, unless otherwise exempt under the rules set forth under the Community Hiring Rules, adopted as Title 74 of the Rules of the City of New York (RCNY). Under 74 RCNY § 1-03(b), the following contracts are exempt: preferred source contracts; contracts for the performance of services by a city-affiliated not-for-profit corporation, goods contracts; contracts in an amount below the small purchase threshold; contracts for investigative or confidential services; contracts subject to federal or state funding requirements that preclude or substantially conflict with the application of Community Hiring Goals; contracts awarded through the United States General Services administration, or through the New York State Office of General Services; contracts for emergency demolition services procured by the Department of Housing Preservation and Development; contracts for which contractor selection is made by an elected official other than the Mayor or an agency other than a Mayoral Agency; contracts subject to 9 RCNY § 1-02(f); contracts designated for inclusion in a mentoring program as defined in Section 1206 or 1309 of the Charter; and contracts for banking services, electronic payment services, or other related services procured by the New York City Department of Finance.

The Community Hiring Rules are hereby incorporated in this Contract by reference and all terms used herein shall have the meanings given such terms in the Community Hiring Rules. In the event of any conflict between the Community Hiring Rules and this Rider, the rules shall control. As of the execution of this Contract, the Contactor represents that it has read, in its entirety, and agrees to comply with the Community Hiring Rules.

The Community Hiring program supersedes the HireNYC initiatives and the related riders, including, but not limited to references to the Public Assistance Commitment Rider and the HireNYC Hiring and Employment Rider. Article 35.6 of this Contract is amended and replaced with the Community Hiring Rules.

Community Hiring Requirements

The Contractor agrees to comply with the requirements of the Community Hiring Rules in the performance of this Contract.

A. Community Hiring Goal

Pursuant to 74 RCNY § 4-02(b), the Contractor shall make best efforts to meet the applicable Community Hiring Goal to employ Residence-Based Community Hires as defined in 74 RCNY § 2-01(a) for contracts involving construction work.

For each Contract involving Construction Work that is not subject to a Project Labor Agreement, the Contractor shall agree to make best efforts to meet the Community Hiring Goal of 30 percent of cumulative labor hours of construction work to be performed by Residence-Based Community Hires as established in 74 RCNY § 4-02(b)(1). For contracts involving Construction Work that are subject to a Project Labor Agreement, the Contractor shall agree to make best efforts to meet the numerical goal(s) regarding Residence-Based Community Hires and Apprentices established in such Project Labor Agreement.

In accordance with 74 RCNY § 5-01(b), the Contractor shall require its subcontractors, as defined under 74 RCNY § 1-02, to make best efforts to meet the applicable Community Hiring Goal.

B. Advertising Employment Opportunities

The Contractor, except those performing Construction Work pursuant to a Project Labor Agreement, agrees to advertise the Employment Opportunities, as defined in 74 RCNY § 1-02, in conspicuous places available to the public and in a manner reasonable for the industry.

For purposes of meeting a Community Hiring Goal, the Contractor shall notify a Referral Source, as provided in accordance with 74 RCNY § 3-02(a), of the job opportunities to be filled by Community Hires. The Contractor shall provide notice to the Office of Community Hiring and Workforce Development (OCH) when the Referral Source has impeded the Contractor's efforts to meet the Community Hiring Goal.

C. System Enrollment and Reporting

The Contractor shall enroll with an electronic system designated by the Director of OCH in accordance with 74 RCNY § 5-01(e).

Once enrolled into the system, the Contractor shall be responsible for updating the information in the system in a reasonable and timely manner.

The Contractor may fulfill the advertising requirement set forth in 74 RCNY § 5-01(c) by posting in such system all the relevant information of an Employment Opportunity to be filled by Community Hires. The Contractor shall also provide, upon request by the City with reasonable notice, any information related to the Contractor's compliance with or progress towards meeting the Community Hiring Goal.

Records

A. Retention

The Contractor shall maintain records in accordance with the applicable requirements set forth in 74 RCNY §§ 6-01 and 6-02.

For purposes of 74 RCNY § 6-01(b), the Contractor shall designate a representative to monitor all activity related to compliance to ensure that the Contractor is exercising best efforts to meet the Community Hiring Goal and maintain records to submit the documentation relating to the provisions herein.

B. Access to Records

The Contractor shall furnish, and require its subcontractors to furnish, all information and reports in accordance with the laws, rules, regulations or guidance from the City.

Compliance

Without limitation to any other provisions under this Contract and any other remedies available to the City, a failure to comply with the requirements under the Community Hiring Rules is a non-compliance that may be subject to civil penalties pursuant to Chapter 7 of the Community Hiring Rules and may be considered as a factor in evaluating contract performance in accordance with 9 RCNY § 4-01.

A. Best Efforts

Where the Contractor has failed to meet the Community Hiring Goal, the Contractor shall demonstrate that it exercised best efforts to meet the goal. Where determined, as set forth in 74 RCNY § 5-03, that the Contractor failed to make best efforts, the City shall send written notice to the Contractor's designated representative, notwithstanding the notice provisions in the Contract. The Contractor shall respond in accordance with the instructions in the notice. Failure to timely respond can result in a non-compliance determination subject to civil penalties as set forth in 74 RCNY § 7-01.

B. Corrective Action

Where the City determines that the non-compliance may be remedied through a corrective action and provides notice to the Contractor pursuant to 74 RCNY § 7-02(a)(2), the Contractor shall respond in accordance with the requirements outlined in the notice. The Contractor is responsible for timely demonstration of taking the requisite corrective action. Demonstration of corrective action to the satisfaction of the Director of OCH, may result in waiving of the civil penalties[1] as set forth in the Community Hiring Rules.

[1] Only civil penalties relating to non-compliance with the Community Hiring Rules can be waived in this instance.

C. Civil Penalties

Where Contractor is found non-compliant subject to civil penalties, the City can impose a civil penalty amount in accordance with the schedule set forth in 74 RCNY § 7-03.

The City may withhold from the Contractor the amount of the civil penalties upon final determination as set forth in 74 RCNY § 7-01(d).

RIDER TO NEW YORK CITY STANDARD CONSTRUCTION CONTRACT (MARCH 2017) REGARDING NON-COMPENSABLE DELAYS AND GROUNDS FOR EXTENSION

The following provisions supersede the corresponding provisions in the March 2017 version of the New York City Standard Construction Contract:

1. Section **11.5.1** provides as follows:

   11.5.1 The acts or omissions of public or government bodies (other than **City** agencies) or of any third parties who are disclosed in the **Contract Documents,** or those third parties who are ordinarily encountered or who are generally recognized as related to the **Work**, including but not limited to, **Other Contractors**, utilities or private enterprises;

2. Section **11.5.6** provides as follows:

   11.5.6 Climatic conditions, storms, floods, droughts, tidal waves, fires, hurricanes, earthquakes, landslides or other catastrophes or acts of God; acts of war or of the public enemy or terrorist acts; disruption, outage or power failure caused by a utility's inability or failure to provide service, pandemics, epidemics, outbreaks of infectious disease or any other public health emergency; other states of emergency declared by the City, State or Federal government , quarantine restrictions, and freight embargoes; including the **City's** reasonable responses to any of the above; and

3. Section **13.3** provides as follows:

   13.3 Grounds for Extension: If such application is made, the **Contractor** shall be entitled to an extension of time for delay in completion of the **Work** caused solely:

   13.3.1 By any of the acts or omissions of the **City**, its officials, agents or employees set forth in Articles **11.4.1.1** through **11.4.1.9**; or

   13.3.2 By or attributable to any of the items set forth in Articles **11.5.1** through **11.5.7**.

   13.3.3 The **Contractor** shall, however, be entitled to an extension of time for such causes only for the number of **Days** of delay which the **ACCO** or the Board may determine to be due solely to such causes, and then only if the **Contractor** shall have strictly complied with all of the requirements of Articles 9 and 10.

NYC EARNED SAFE AND SICK TIME ACT CONTRACT RIDER

(To supersede Section 4.06 of the January 2018 Appendix A and Section 35.5 of the March 2017 Standard Construction Contract and to be attached to other City contracts and solicitations)

A. *Introduction and General Provisions.*

1. The Earned Safe and Sick Time Act ("ESSTA"), codified at Title 20, Chapter 8 of the New York City Administrative Code, also known as the "Paid Safe and Sick Leave Law," requires covered employees (as defined in Admin. Code § 20-912) in New York City ("City") to be provided with paid safe and sick time. Contractors of the City or of other governmental entities may be required to provide safe and sick time pursuant to the ESSTA. The ESSTA is enforced by the City's Department of Consumer and Worker Protection ("DCWP"), which has promulgated 6 RCNY §§ 7-101 and 201 *et seq*. ("DCWP Rules").

2. The Contractor agrees to comply in all respects with the ESSTA and the DCWP Rules, and as amended, if applicable, in the performance of this agreement. The Contractor further acknowledges that such compliance is a material term of this agreement and that failure to comply with the ESSTA in performance of this agreement may result in its termination.

3. The Contractor must notify (with a copy to DCWP at ComplianceMonitoring@dcwp.nyc.gov) the Agency Chief Contracting Officer of the City Agency or other entity with whom it is contracting in writing within 10 days of receipt of a complaint (whether oral or written) or notice of investigation regarding the ESSTA involving the performance of this agreement. Additionally, the Contractor must cooperate with DCWP's guidance and must comply with DCWP's subpoenas, requests for information, and other document demands as set forth in the ESSTA and the DCWP Rules. More information is available at https://www1.nyc.gov/site/dca/about/paid-sick-leave-what-employers-need-to-know.page.

4. Upon conclusion of a DCWP investigation, Contractor will receive a findings letter detailing any employee relief and civil penalties owed. Pursuant to the findings, Contractor will have the opportunity to settle any violations and cure the breach of this agreement caused by failure to comply with the ESSTA either i) without a trial by entering into a consent order or ii) appearing before an impartial judge at the City's administrative tribunal. In addition to and notwithstanding any other rights and remedies available to the City, non-payment of relief and penalties owed pursuant to a consent order or final adjudication within 30 days of such consent order or final adjudication may result in the termination of this agreement without further opportunity to settle or cure the violations.

5. The ESSTA is briefly summarized below for the convenience of the Contractor. The Contractor is advised to review the ESSTA and the DCWP Rules in their entirety. The Contractor may go to www.nyc.gov/PaidSickLeave for resources for employers, such as Frequently Asked Questions, timekeeping tools and model forms, and an event calendar of upcoming presentations and webinars at which the Contractor can get more information about how to comply with the ESSTA and the DCWP Rules. The Contractor acknowledges that it is responsible for compliance with the ESSTA and the DCWP Rules notwithstanding any inconsistent language contained herein.

B. *Pursuant to the ESSTA and DCWP Rules: Applicability, Accrual, and Use.*

1. An employee who works within the City must be provided paid safe and sick time.[1] Employers with one hundred or more employees are required to provide 56 hours of safe and sick time for an employee each calendar year. Employers with fewer than one hundred employees are required to provide 40 hours of sick leave each calendar year. Employers must provide a minimum of one hour of safe and sick time for every 30 hours worked by an employee and compensation for such safe and sick time must be provided at the greater of the employee's regular hourly rate or the minimum wage at the time the paid safe or sick time is taken. Employers are not discouraged or prohibited from providing more generous safe and sick time policies than what the ESSTA requires.

2. Employees have the right to determine how much safe and sick time they will use, provided that an employer may set a reasonable minimum increment for the use of safe and sick time not to exceed four hours per day. For the use of safe time or sick time beyond the set minimum increment, an employer may set fixed periods of up to thirty minutes beyond the minimum increment. In addition, an employee may carry over up to 40 or 56 hours of unused safe and sick time to the following calendar year, provided that no employer is required to carry over unused paid safe and sick time if the employee is paid for such unused safe and sick time and the employer provides the employee with at least the legally required amount of paid safe and sick time for such employee for the immediately subsequent calendar year on the first day of such calendar year.

3. An employee entitled to safe and sick time pursuant to the ESSTA may use safe and sick time for any of the following:

a. such employee's mental illness, physical illness, injury, or health condition or the care of such illness, injury, or condition or such employee's need for medical diagnosis or preventive medical care;

b. such employee's care of a family member (an employee's child, spouse, domestic partner, parent, sibling, grandchild, or grandparent, the child or parent of an employee's spouse or domestic partner, any other individual related by blood to the employee, and any other individual whose close association with the employee is the equivalent of a family relationship) who has a mental illness, physical illness, injury or health condition or who has a need for medical diagnosis or preventive medical care;

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[1] Pursuant to the ESSTA, if fewer than five employees work for the same employer, and the employer had a net income of less than one million dollars during the previous tax year, such employer has the option of providing such employees uncompensated safe and sick time.

c. closure of such employee's place of business by order of a public official due to a public health emergency;

d. such employee's need to care for a child whose school or childcare provider has been closed due to a public health emergency; or

e. when the employee or a family member has been the victim of a family offense matter, sexual offense, stalking, or human trafficking:

1. to obtain services from a domestic violence shelter, rape crisis center, or other shelter or services program for relief from a family offense matter, sexual offense, stalking, or human trafficking;
2. to participate in safety planning, temporarily or permanently relocate, or take other actions to increase the safety of the employee or employee's family members from future family offense matters, sexual offenses, stalking, or human trafficking;
3. to meet with a civil attorney or other social service provider to obtain information and advice on, and prepare for or participate in any criminal or civil proceeding, including but not limited to, matters related to a family offense matter, sexual offense, stalking, human trafficking, custody, visitation, matrimonial issues, orders of protection, immigration, housing, discrimination in employment, housing or consumer credit;
4. to file a complaint or domestic incident report with law enforcement;
5. to meet with a district attorney's office;
6. to enroll children in a new school; or
7. to take other actions necessary to maintain, improve, or restore the physical, psychological, or economic, health or safety of the employee or the employee's family member or to protect those who associate or work with the employee.

4. An employer must not require an employee, as a condition of taking safe and sick time, to search for a replacement. However, where the employee's need for safe and sick time is foreseeable, an employer may require an employee to provide reasonable notice of the need to use safe and sick time. For an absence of more than three consecutive work days, an employer may require reasonable documentation that the use of safe and sick time was needed for a reason listed in Admin. Code § 20-914; and/or written confirmation that an employee used safe and sick time pursuant to the ESSTA. However, an employer may not require documentation specifying the nature of a medical condition, require disclosure of the details of a medical condition, or require disclosure of the details of a family offense matter, sexual offense, stalking, or human trafficking, as a condition of providing safe and sick time. Health information and information concerning family offenses, sexual offenses, stalking or human trafficking obtained solely due to an

employee's use of safe and sick time pursuant to the ESSTA must be treated by the employer as confidential. An employer must reimburse an employee for all reasonable costs or expenses incurred in obtaining such documentation for the employer.

5. An employer must provide to all employees a written policy explaining its method of calculating sick time, policies regarding the use of safe and sick time (including any permissible discretionary conditions on use), and policies regarding carry-over of unused time at the end of the year, among other topics. It must provide the policy to employees using a delivery method that reasonably ensures that employees receive the policy. If such employer has not provided its written policy, it may not deny safe and sick time to an employee because of non-compliance with such a policy.

6. An employer must provide a pay statement or other form of written documentation that informs the employee of the amount of safe/sick time accrued and used during the relevant pay period and the total balance of the employee's accrued safe/sick time available for use.

7. Safe and sick time to which an employee is entitled must be paid no later than the payday for the next regular payroll period beginning after the safe and sick time was used.

C. *Exemptions and Exceptions*. Notwithstanding the above, the ESSTA does not apply to any of the following:

1. an independent contractor who does not meet the definition of employee under N.Y. Labor Law § 190(2);

2. an employee covered by a valid collective bargaining agreement, if the provisions of the ESSTA are expressly waived in such agreement and such agreement provides a benefit comparable to that provided by the ESSTA for such employee;

3. an audiologist, occupational therapist, physical therapist, or speech language pathologist who is licensed by the New York State Department of Education and who calls in for work assignments at will, determines their own schedule, has the ability to reject or accept any assignment referred to them, and is paid an average hourly wage that is at least four times the federal minimum wage;

4. an employee in a work study program under Section 2753 of Chapter 42 of the United States Code;

5. an employee whose work is compensated by a qualified scholarship program as that term is defined in the Internal Revenue Code, Section 117 of Chapter 20 of the United States Code; or

6. a participant in a Work Experience Program (WEP) under N.Y. Social Services Law § 336-c.

D. *Retaliation Prohibited.* An employer shall not take any adverse action against an employee that penalizes the employee for, or is reasonably likely to deter the employee from or interfere with the employee exercising or attempting in good faith to exercise any right provided by the ESSTA. In addition, an employer shall not interfere with any investigation, proceeding, or hearing pursuant to the ESSTA.

E. *Notice of Rights.*

1. An employer must provide its employees with written notice of their rights pursuant to the ESSTA. Such notice must be in English and the primary language spoken by an employee, provided that DCWP has made available a translation into such language. Downloadable notices are available on DCWP's website at https://www1.nyc.gov/site/dca/about/Paid-Safe-Sick-Leave-Notice-of-Employee-Rights.page. The notice must be provided to the employees by a method that reasonably ensures personal receipt by the employee.

2. Any person or entity that willfully violates these notice requirements is subject to a civil penalty in an amount not to exceed $50.00 for each employee who was not given appropriate notice.

F. *Records*. An employer must retain records documenting its compliance with the ESSTA for a period of at least three years, and must allow DCWP to access such records in furtherance of an investigation related to an alleged violation of the ESSTA.

G. *Enforcement and Penalties.*

1. Upon receiving a complaint alleging a violation of the ESSTA, DCWP must investigate such complaint. DCWP may also open an investigation to determine compliance with the ESSTA on its own initiative. Upon notification of a complaint or an investigation by DCWP, the employer must provide DCWP with a written response and any such other information as DCWP may request. If DCWP believes that a violation of the ESSTA has occurred, it has the right to issue a notice of violation to the employer .

2. DCWP has the power to grant an employee or former employee all appropriate relief as set forth in Admin. Code § 20-924(d). Such relief may include, but is not limited to, treble damages for the wages that should have been paid; statutory damages for unlawful retaliation; and damages, including statutory damages, full compensation for wages and benefits lost, and reinstatement, for unlawful discharge. In addition, DCWP may impose on an employer found to have violated the ESSTA civil penalties not to exceed $500.00 for a first violation, $750.00 for a second violation within two years of the first violation, and $1,000.00 for each succeeding violation within two years of the previous violation. When an employer has a policy or practice of not providing or refusing to allow the use of safe and sick time to its employees, DCWP may seek penalties and relief on a per employee basis.

3. Pursuant to Admin. Code § 20-924.2, (a) where reasonable cause exists to believe that an employer is engaged in a pattern or practice of violations of the ESSTA, the Corporation Counsel may commence a civil action on behalf of the City in a court of competent jurisdiction by filing a complaint setting forth facts relating to such pattern or practice and requesting relief, which may include injunctive relief, civil penalties and any other appropriate relief. Nothing in § 20-924.2 prohibits DCWP from exercising its authority under section 20-924 or the Charter, provided that a civil action pursuant to § 20-924.2 shall not have previously been commenced.

H. *More Generous Polices and Other Legal Requirements.* Nothing in the ESSTA is intended to discourage, prohibit, diminish, or impair the adoption or retention of a more generous safe and sick time policy, or the obligation of an employer to comply with any contract, collective bargaining agreement, employment benefit plan or other agreement providing more generous safe and sick time. The ESSTA provides minimum requirements pertaining to safe and sick time and does not preempt, limit, or otherwise affect the applicability of any other law, regulation, rule, requirement, policy or standard that provides for greater accrual or use by employees of safe and sick leave or time, whether paid or unpaid, or that extends other protections to employees. The ESSTA may not be construed as creating or imposing any requirement in conflict with any federal or state law, rule or regulation.

New York City Mayoral Executive Order No. 39 Rider

City Fleet and Truck Safety Requirements for City Contractors

Version: 11/19/24

Section 1.01 Background

This rider is included in the Agreement and made a part thereof pursuant to the provisions of Mayoral Executive Order 39 of 2024.

Section 1.02 Definitions

A. Capitalized terms not otherwise defined in this rider shall have the meaning ascribed to them in the Agreement.

B. Agreement: The agreement between the City and the Contractor, to which this rider has been added and made a part.

C. City-contracted Vehicle means a Truck (as hereinafter defined) or any other motor vehicle that the Contractor anticipates providing in accordance with this Agreement or using in performing its obligations under this Agreement on a weekly or more frequent basis[1]. This includes those vehicles anticipated to be provided or used by subcontractors to fulfill the scope of a subcontract for work to be performed under a contract that is subject to the Executive Order, regardless of monetary value of the subcontract, if the vehicle is utilized on a weekly or more frequent basis.

D. Contracting Agency: the City agency or office through which the City of New York has entered into this Agreement.

[1] The following vehicles are not considered City-contracted vehicles and are thus not subject to Executive Order 39: any motor vehicle or truck that is utilized pursuant to (1) contracts registered prior to July 1, 2024, including the renewal, extension, or modification of such contracts; (2) an agency on-call emergency contract; (3) an emergency procurement made pursuant to section 3-06 of title 9 of the Rules of the City of New York or pursuant to an executive order of the Mayor or Governor issued under section 24 or section 29-A of the New York State Executive Law; (4) intergovernmental contracts; (5) government-to-government contracts between the City and any State or Federal government agency; and (6) a contract for utilities, as identified in subdivision (b) of section 825 of the New York City Charter.

E. Contractor: the entity providing services under this Agreement.

F. Executive Order: Mayoral Executive Order 39 of 2024, as it may be amended.

G. High Vision Truck: A Truck with a cab-over or cab-forward design wherein the driver sits in front of the front axle as opposed to conventional cab design wherein the engine and front axle are in front of the driver. The distance from the forward of the center of the vehicle bumper at which the driver can see the top of a 3-foot cone shall not exceed eight feet and the distance beyond the exterior of the passenger side door at which the driver can first see the top of the 4-foot cone shall not exceed six feet.

H. Registration: Registration of this Agreement pursuant to Section 328 of the New York City Charter.

I. Telematics: Automatic vehicle location systems that track vehicle location and speed and alert the driver and another designated person(s) to such location and speed in real time.

J. Truck: A City-contracted Vehicle with a manufacturer's gross vehicle weight rating exceeding 10,000 pounds. The term does not include off-road construction vehicles.

K. Truck Surround Cameras: A system of cameras, sensors, and alerts placed on a Truck that provides a Truck operator with a full view of all four sides of the Truck.

L. Vehicle Safety Plan: A plan with regard to City-contracted Vehicles, approved by the Contracting Agency, that includes the components listed in Section 2.03(A) through (F) of this rider.

Section 2.01 Vehicle Requirements

All City-contracted Vehicles shall conform to the following requirements:

A. Truck Surround Cameras: All Trucks, other than High Vision Trucks, shall be outfitted with truck surround cameras in accordance with the following schedule:
   a. Contracts involving 10 or fewer Trucks: No later than 12 months from Registration.
   b. Contracts involving more than 10 Trucks: No later than 18 months from Registration.
   c. New or replacement Truck acquired after work under this Agreement has begun: Truck must be outfitted with Truck Surround Cameras within 12 months from the date of first using such Truck.
   d. Contractor must submit to the Contracting Agency photographic and purchase order evidence, that is satisfactory to the Contracting Agency, of compliance with this Paragraph (A).

B. Truck Side-guards: Contractor shall provide side-guards for City-contracted Vehicles as applicable pursuant to Section 6-141 of the New York City Administrative Code.

C. Telematics: All City-contracted Vehicles must be installed with Telematics. Data gathered by Telematics must be made available in a manner that is satisfactory to the Contracting Agency.

Section 2.02 Safety Requirements

Contractor shall provide the following:

A. Licensing: Contractors shall ensure proper licensing for all drivers who operate City-contracted Vehicles. Contractors shall ensure that all drivers operating City-contracted Vehicles are enrolled in the New York State License Notification System (LENS) and that all out-of-state licenses are being monitored by Contractor. Contractor must notify the Contracting Agency of any license suspensions and/or arrests tied to unsafe or illegal vehicle operation by any drivers of City-contracted Vehicles.

B. Training: Contractor must provide the Contracting Agency documentation, satisfactory to the Contracting Agency, showing:
    a. That all drivers of City-contracted Vehicles have taken a New York State approved defensive driving class within six months after Registration; or
    b. That all drivers of City-contracted Vehicles have attended a New York State-approved defensive driving class within 3 years prior to Registration; or
    c. That all drivers of City-contracted Vehicles have received alternative safe driver training acceptable to the Contracting Agency that is documented to the satisfaction of the Contracting agency.

C. Crash tracking: Contractors must notify the Contracting Agency of any and all collisions that take place involving City-contracted Vehicles while performing services under this Agreement.

Section 2.03 Vehicle Safety Plan

Within one month after Registration, the Contractor must submit, for review and approval, to Contracting Agency, at the address set forth in the Agreement for notices to the City, and DCAS Fleet (C/O Chief Fleet Management Officer, 23rd Floor South, Municipal Building, 1 Centre Street, NY, NY 10007) a proposed vehicle safety plan that shall include at the minimum the components listed in Paragraphs (A) through (E) below. If directed by the Contracting Agency,

Contractor shall revise said proposed vehicle safety plan in accordance with the directions of the Contracting Agency, and until the Contracting Agency issues its approval thereof, Contractor shall submit a revised proposed vehicle safety plan to the Contracting Agency in each case, within 15 days after receipt by Contractor of directions to that effect from the Contracting Agency. Upon approval of the proposed vehicle safety plan, said proposed plan shall be considered the Vehicle Safety Plan and Contractor shall comply with the terms thereof. Each second anniversary of the approval of the Vehicle Safety Plan the Contractor shall submit an update thereof. The Vehicle Safety Plan shall include at the minimum the following components:

A. Vehicle List: List of City-contracted Vehicles, including the year, make, model, VIN and license plate number of each City-contracted Vehicle;

B. Safety Training: Documentation showing that all drivers of City-contracted Vehicles have completed the training detailed in section 2.02(B) of this Rider;

C. Technology: A list of all relevant technology investments installed on City-contracted vehicles, including but not limited to the technology listed in section 2.01 of this Rider;

D. Crash Tracking: An explanation of Contractor's process of monitoring and reviewing collisions including plans to notify Contracting Agency of collisions that take place while performing services under this Agreement;

E. Corrective Action: A corrective action program for drivers of City-contracted Vehicles that engage in unsafe or dangerous driving behaviors and license monitoring; and

F. Additional Safety Measures: Contractor must indicate if there are any additional safety technologies, safety practices, training, or other procedures that are utilized for City-contracted Vehicles during the term of this Agreement.

Section 3.01 Liquidated Damages

A. Contractor acknowledges that its failure to comply with the provisions of this Vehicle Safety Plan will cause loss and damage to the City, the precise extent of which is difficult to ascertain in monetary terms. For this reason, the parties desire to provide fair and reasonable compensation to the City for such losses, which compensation shall not be construed as a penalty. It is therefore agreed that, in addition to any other liquidated damages that the Contractor shall be required to pay to the City in accordance with the provisions of the Agreement, Contractor shall pay to the City the following:
    a. The sum of $500.00 for each instance of a failure by the Contractor to submit a Vehicle Safety Plan in accordance with the provisions of Section 2.03.

b. The sum of $500.00 for each instance of a failure by the Contractor to comply with the provisions of Section 2.02(A) [Licensing].
c. The sum of $500.00 for each instance of a failure by the Contractor to comply with the provisions of Section 2.02(B) [Training].
d. The sum of $500.00 for each instance of a failure by the Contractor to comply with the provisions of Section 2.02(C) [Crash Tracking].
e. The sum of $500.00 for each instance of a failure by the Contractor to comply with the provisions of Section 2.01(C) [Telematics].
f. The sum of $3,000 for each instance of a failure by the Contractor to comply with the provisions of Section 2.01(A).
g. The Contracting Agency will provide at least 5 working days of notice to the Contractor and opportunity to rectify before implementing these liquidated damages.

B. Liquidated damages received pursuant to this Agreement are not intended to be nor shall they be treated as either a partial or full waiver or discharge of the City's right to indemnification, or the Contractor's obligation to indemnify the City, or to any other remedy provided for in this Agreement or by Law. The City may deduct and retain out of the monies which may become due under this Agreement, the amount of any such liquidated damages; and in case the amount which may become due hereunder shall be less than the amount of liquidated damages suffered by the City, the Contractor shall be liable to pay the difference.

RIDER TO NEW YORK CITY STANDARD CONSTRUCTION CONTRACT (MARCH 2017) REGARDING CERTIFIED PAYROLLS

[Instructions to Agencies: Please attach this Rider to the March 2017 version of the New York City Standard Construction Contract]

The following provisions supersede the corresponding provisions in the March 2017 version of the New York City Standard Construction Contract. Article 38 provides as follows:

ARTICLE 38. PAYROLL REPORTS

38.1 The **Contractor** and its **Subcontractor(s)** shall maintain the original payrolls or transcripts thereof which the **Contractor** and its **Subcontractor(s)** are required to maintain and shall submit such original payrolls or transcripts, subscribed and affirmed by it as true, within thirty (30) **Days** after issuance of its first payroll, and every thirty (30) **Days** thereafter, pursuant to Labor Law Section 220(3-a)(a)(iii), as modified by Labor Law Section 220-j. The **Contractor** and **Subcontractor(s)** shall submit such original payrolls or transcripts into the Electronic Certified Payroll Database (as hereinafter defined). If payment requisitions are not submitted at least once a month, the **Contractor** and its **Subcontractor(s)** shall submit original payrolls and transcripts both at the same time payment requisitions are submitted and independently of its payment requisitions. For purposes of this Article 38, "Electronic Certified Payroll Record Database" means the City's publicly accessible online database of electronic certified payroll records through which contractors and subcontractors submit certified payroll reports in an electronic format. The database is accessible at the following link: https://nyc-oti.ecomply.us/

38.2 The **Contractor** shall maintain payrolls or transcripts thereof for six (6) years from the date of completion of the **Work** on this **Contract**. If such payrolls and transcripts are maintained outside of New York City after the completion of the **Work** and their production is required pursuant to this Article 38, the **Contractor** shall produce such records in New York City upon request by the City.

38.3 The **Contractor** and **Subcontractor(s)** shall comply with any written order, direction, or request made by the **Engineer**, the **Commissioner**, the **ACCO**, the **Agency EAO**, the **Agency Labor Law Investigator(s)**, or the **Comptroller**, to provide to the requesting party any of the following information and/or records within five (5) **Days** of such written order, direction, or request:

38.3.1 Such original payrolls or transcripts thereof subscribed and affirmed by it as true and the statements signed by each worker pursuant to this Chapter VIII; and/or

38.3.2 Attendance sheets for each **Day** on which any employee of the **Contractor** and/or any of the **Subcontractor(s)** performed **Work** on the **Site**, which attendance sheet shall be in a form acceptable to the **Agency** and shall provide information acceptable to the **Agency** to identify each such employee; and/or

38.3.3 Any other information to satisfy the **Engineer**, the **Commissioner**, the **ACCO**, the **Agency EAO**, the **Agency Labor Law Investigator(s)** or the **Comptroller**, that this Chapter VIII and the Labor Law, as to the hours of employment and prevailing rates of wages and/or supplemental benefits, are being observed.

CITY OF NEW YORK

STANDARD CONSTRUCTION CONTRACT

March 2017

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CITY OF NEW YORK STANDARD CONSTRUCTION CONTRACT

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WITNESSETH:

The parties, in consideration of the mutual agreements contained herein, agree as follows:

CHAPTER I: THE CONTRACT AND DEFINITIONS

ARTICLE 1. THE CONTRACT

1.1 Except for titles, subtitles, headings, running headlines, tables of contents and indices (all of which are printed herein merely for convenience), the following, except for such portions thereof as maybe specifically excluded, shall be deemed to be part of this **Contract**:

1.1.1 All provisions required by law to be inserted in this **Contract**, whether actuallyinserted or not;

1.1.2 The Contract Drawings and Specifications;

1.1.3 The General Conditions and Special Conditions, if any;

1.1.4 The **Contract**;

1.1.5 The Information for Bidders; Request for Proposals; Notice of Solicitation andProposal For Bids; Bid or Proposal, and, if used, the Bid Booklet;

1.1.6 All Addenda issued prior to the receipt of the bids; the Notice of Award; Performance and Payment Bonds, if required; and the Notice to Proceed or the Order to Work.

1.2 Should any conflict occur in or between the Drawings and Specifications, the **Contractor** shall be deemed to have estimated the most expensive way of doing the **Work**, unless the **Contractor** shall have asked for and obtained a decision in writing from the **Commissioner** of the **Agency** that is entering into this **Contract**, before the submission of its bid, as to what shall govern.

ARTICLE 2. DEFINITIONS

2.1 The following words and expressions, or pronouns used in their stead, shall, wherever they appear in this Contract, be construed as follows, unless a different meaning is clear from the context:

2.1.1 **"Addendum"** or **"Addenda"** shall mean the additional Contract provisions and/or technical clarifications issued in writing by the Commissioner prior to the receipt of bids.

2.1.2 **"Agency"** shall mean a city, county, borough or other office, position, department, division, bureau, board or commission, or a corporation, institution or agency of government, the expenses of which are paid in whole or in part from the City treasury.

2.1.3 **"Agency Chief Contracting Officer" (ACCO)** shall mean a person delegated authority by the Commissioner to organize and supervise the procurement activity of subordinate Agency staff in conjunction with the CCPO, or his/her duly authorized representative.

2.1.4 **"Allowance"** shall mean a sum of money which the Agency may include in the total amount of the Contract for such specific contingencies as the Agency believes may be necessary to complete the Work, *e.g.*, lead or asbestos remediation, and for which the Contractor will be paid on the basis of stipulated unit prices or a formula set forth in the Contract or negotiated between the parties provided, however, that if the Contractor is not directed to use the Allowance, the Contractor shall have no right to such money and it shall be deducted from the total amount of the Contract.

2.1.5 **"City"** shall mean the City of New York.

2.1.6 **"City Chief Procurement Officer" (CCPO)** shall mean a person delegated authority by the Mayor to coordinate and oversee the procurement activity of Mayoral agency staff, including the ACCO and any offices which have oversight responsibility for the procurement of construction, or his/her duly authorized representative.

2.1.7 **"Commissioner"** shall mean the head of the Agency that has entered into this Contract, or his/her duly authorized representative.

2.1.8 **"Comptroller"** shall mean the Comptroller of the City of New York.

2.1.9 **"Contract"** or **"Contract Documents"** shall mean each of the various parts of the contract referred to in Article 1 hereof, both as a whole and severally.

2.1.10 **"Contract Drawings"** shall mean only those drawings specifically entitled as such and listed in the Specifications or in any Addendum, or any drawings furnished by the Commissioner, pertaining or supplemental thereto.

2.1.11 **"Contract Work"** shall mean everything required to be furnished and done by the Contractor by any one or more of the parts of the Contract referred to in Article 1, except Extra Work as hereinafter defined.

2.1.12 **"Contractor"** shall mean the entity which executed this Contract, whether a corporation, firm, partnership, joint venture, individual, or any combination thereof, and its, their, his/her successors, personal representatives, executors, administrators, and assigns, and any person, firm, partnership, joint venture, individual, or corporation which shall at any time be substituted in the place of the Contractor under this Contract.

2.1.13 **"Days"** shall mean calendar days, except where otherwise specified.

2.1.14 **"Engineer"** or **"Architect"** or **"Project Manager"** shall mean the person so designated in writing by the Commissioner in the Notice to Proceed or the Order to Work to act as such in relation to this Contract, including a private Architect or Engineer or Project Manager, as the case may be. Subject to written approval by the Commissioner, the Engineer, Architect or Project Manager may designate an authorized representative.

2.1.15 **"Engineering Audit Officer" (EAO)** shall mean the person so designated by the Commissioner to perform responsible auditing functions hereunder.

2.1.16 **"Extra Work"** shall mean Work other than that required by the Contract at the time of award which is authorized by the Commissioner pursuant to Chapter VI of this Contract.

2.1.17 **"Federal-Aid Contract"** shall mean a contract in which the United States (federal) Government provides financial funding as so designated in the Information for Bidders.

2.1.18 **"Final Acceptance"** shall mean final written acceptance of all the Work by the Commissioner, a copy of which shall be sent to the Contractor.

2.1.19 **"Final Approved Punch List"** shall mean a list, approved pursuant to Article 14.2.2, specifying those items of Work to be completed by the Contractor after Substantial Completion and dates for the completion of each item of Work.

2.1.20 **"Law"** or **"Laws"** shall mean the Constitution of the State of New York, the New York City Charter, the New York City Administrative Code, a statute of the United States or of the State of New York, a local law of the City of New York, any ordinance, rule or regulation having the force of law, or common law.

2.1.21 **"Materialman"** shall mean any corporation, firm, partnership, joint venture, or individual, other than employees of the Contractor, who or which contracts with the Contractor or any Subcontractor, to fabricate or deliver, or who actually fabricates or delivers, plant, materials or equipment to be incorporated in the Work.

2.1.22 **"Means and Methods of Construction"** shall mean the labor, materials, temporary structures, tools, plant, and construction equipment, and the manner and time of their use, necessary to accomplish the result intended by this Contract.

2.1.23**"Notice to Proceed" or "Order to Work"** shall mean the written notice issued bythe Commissioner specifying the time for commencement of the Work and the Engineer, Architect or Project Manager.

2.1.24 **"Other Contractor(s)"** shall mean any contractor (other than the entity which executed this Contract or its Subcontractors) who or which has a contract with the City for work on or adjacent to the building or Site of the Work.

2.1.25 **"Payroll Taxes"** shall mean State Unemployment Insurance (SUI), Federal Unemployment Insurance (FUI), and payments pursuant to the Federal Insurance Contributions Act (FICA).

2.1.26 **"Project"** shall mean the public improvement to which this Contract relates.

2.1.27 **"Procurement Policy Board" (PPB)** shall mean the Agency of the City of New York whose function is to establish comprehensive and consistent procurement policies and rules which shall have broad application throughout the City.

2.1.28 **"Required Quantity"** in a unit price Contract shall mean the actual quantity of any item of Work or materials which is required to be performed or furnished in order to comply with the Contract.

2.1.29 **"Resident Engineer"** shall mean the representative of the Commissioner duly designated by the Commissioner to be his/her representative at the site of the Work.

2.1.30 **"Site"** shall mean the area upon or in which the Contractor's operations are carried on, and such other areas adjacent thereto as may be designated as such by the Engineer.

2.1.31 **"Small Tools"** shall mean items that are ordinarily required for a worker's job

function, including but not limited to, equipment that ordinarily has no licensing, insurance or substantive storage costs associated with it; such as circular and chain saws, impactdrills, threaders, benders, wrenches, socket tools, etc.

2.1.32 **"Specifications"** shall mean all of the directions, requirements, and standards of performance applying to the Work as hereinafter detailed and designated under the Specifications.

2.1.33 **"Subcontractor"** shall mean any person, firm or corporation, other than employees of the Contractor, who or which contracts with the Contractor or with its subcontractors to furnish, or actually furnishes labor, or labor and materials, or labor and equipment, or superintendence, supervision and/or management at the Site. Wherever the word Subcontractor appears, it shall also mean sub-Subcontractor.

2.1.34 **"Substantial Completion"** shall mean the written determination by the Engineer that the Work required under this Contract is substantially, but not entirely, complete and the approval of the **Final Approved Punch List**.

2.1.35 **"Work"** shall mean all services required to complete the Project in accordance with the Contract Documents, including without limitation, labor, material, superintendence, management, administration, equipment, and incidentals, and obtaining any and all permits, certifications and licenses as may be necessary and required to complete the Work, and shall include both Contract Work and Extra Work.

CHAPTER II: THE WORK AND ITS PERFORMANCE

ARTICLE 3. CHARACTER OF THE WORK

3.1 Unless otherwise expressly provided in the **Contract Drawings**, **Specifications,** and **Addenda**, the **Work** shall be performed in accordance with the best modern practice, utilizing, unless otherwise specified in writing, new and unused materials of standard first grade quality and workmanship anddesign of the highest quality, to the satisfaction of the **Commissioner**.

ARTICLE 4. MEANS AND METHODS OF CONSTRUCTION

4.1 Unless otherwise expressly provided in the **Contract Drawings**, **Specifications,** and **Addenda**, the **Means and Methods of Construction** shall be such as the **Contractor** may choose; subject, however, to the **Engineer's** right to reject the **Means and Methods of Construction** proposed by the **Contractor** which in the opinion of the **Engineer**:

4.1.1 Will constitute or create a hazard to the **Work**, or to persons or property; or

4.1.2 Will not produce finished **Work** in accordance with the terms of the **Contract**; or

4.1.3 Will be detrimental to the overall progress of the **Project**.

4.2 The **Engineer's** approval of the **Contractor's Means and Methods of Construction**, orhis/her failure to exercise his/her right to reject such means or methods, shall not relieve the **Contractor** of its obligation to complete the **Work** as provided in this **Contract**; nor shall the exercise of such rightto reject

create a cause of action for damages.

ARTICLE 5. COMPLIANCE WITH LAWS

5.1 The **Contractor** shall comply with all **Laws** applicable to this **Contract** and to the **Work** to be done hereunder.

5.2 Procurement Policy Board Rules: This **Contract** is subject to the Rules of the **PPB** ("**PPB** Rules") in effect at the time of the bid opening for this **Contract**. In the event of a conflict between the **PPB** Rules and a provision of this **Contract**, the **PPB** Rules shall take precedence.

5.3 Noise Control Code provisions.

5.3.1 In accordance with the provisions of Section 24-216(b) of the Administrative Code of the **City** ("Administrative Code"), Noise Abatement Contract Compliance, devices and activities which will be operated, conducted, constructed or manufactured pursuant to this **Contract** and which are subject to the provisions of the **City** Noise Control Code shall be operated, conducted, constructed, or manufactured without causing a violation of the Administrative Code. Such devices and activities shall incorporate advances in the art of noise control development for the kind and level of noise emitted or produced by such devices and activities, in accordance with regulations issued by the **Commissioner** of the **City** Department of Environmental Protection.

5.3.2 The **Contractor** agrees to comply with Section 24-219 of the Administrative Code and implementing rules codified at 15 Rules of the City of New York ("RCNY") Section 28-100 *et seq*. In accordance with such provisions, the **Contractor**, if the **Contractor** is the responsible party under such regulations, shall prepare and post a Construction Noise Mitigation Plan at each **Site**, in which the **Contractor** shall certify that all construction tools and equipment have been maintained so that they operate at normal manufacturers operating specifications. If the **Contractor** cannot make this certification, it must have in place an Alternative Noise Mitigation Plan approved by the **City** Department of Environmental Protection. In addition, the **Contractor**'s certified Construction Noise Mitigation Plan is subject inspection by the **City** Department of Environmental Protection in accordance with Section 28-101 of Title 15 of RCNY. No **Contract Work** may take place at a **Site** unless there is a Construction Noise Mitigation Plan or approved Alternative Noise Mitigation Plan in place. In addition, the **Contractor** shall create and implement a noise mitigation training program. Failure to comply with these requirements may result in fines and other penalties pursuant to the applicable provisions of the Administrative Code and RCNY.

5.4 Ultra Low Sulfur Diesel Fuel: In accordance with the provisions of Section 24-163.3 of the Administrative Code, the **Contractor** specifically agrees as follows:

5.4.1 Definitions. For purposes of this Article 5.4, the following definitions apply:

5.4.1(a) "Contractor" means any person or entity that enters into a Public Works Contract with a **City Agency**, or any person or entity that enters into an agreement with such person or entity, to perform work or provide labor or services related to such Public Works Contract.

5.4.1(b) "Motor Vehicle" means any self-propelled vehicle designed for transporting

persons or property on a street or highway.

5.4.1(c) "Nonroad Engine" means an internal combustion engine (including the fuel system) that is not used in a Motor Vehicle or a vehicle used solely for competition,or that is not subject to standards promulgated under Section 7411 or Section 7521 of Title 42 of the United States Code, except that this term shall apply to internal combustion engines used to power generators, compressors or similar equipment used in any construction program or project.

5.4.1(d) "Nonroad Vehicle" means a vehicle that is powered by a Nonroad Engine, fifty (50) horsepower and greater, and that is not a Motor Vehicle or a vehicle used solely for competition, which shall include, but not be limited to, excavators, backhoes, cranes, compressors, generators, bulldozers, and similar equipment, except that this term shall not apply to horticultural maintenance vehicles used for landscaping purposes that are powered by a Nonroad Engine of sixty-five (65) horsepower or less and that are not used in any construction program or project.

5.4.1(e) "Public Works Contract" means a contract with a **City Agency** for a construction program or project involving the construction, demolition, restoration, rehabilitation, repair, renovation, or abatement of any building, structure, tunnel, excavation, roadway, park or bridge; a contract with a **City Agency** for the preparation for any construction program or project involving the construction, demolition, restoration, rehabilitation, repair, renovation, or abatement of any building, structure, tunnel, excavation, roadway, park or bridge; or a contract with a **City Agency** for any final work involved in the completion of any construction program or project involving the construction, demolition, restoration, rehabilitation, repair, renovation, or abatement of any building, structure, tunnel, excavation, roadway, park or bridge.

5.4.1(f) "Ultra Low Sulfur Diesel Fuel" means diesel fuel that has a sulfur content of no more than fifteen parts per million (15 ppm).

5.4.2 Ultra Low Sulfur Diesel Fuel

5.4.2(a) All **Contractors** shall use Ultra Low Sulfur Diesel Fuel in diesel-powered Nonroad Vehicles in the performance of this **Contract**.

5.4.2(b) Notwithstanding the requirements of Article 5.4.2(a), **Contractors** may use diesel fuel that has a sulfur content of no more than thirty parts per million (30 ppm)to fulfill the requirements of this Article 5.4.2, where the Commissioner of the **City** Department of Environmental Protection ("DEP Commissioner") has issued a determination that a sufficient quantity of Ultra Low Sulfur Diesel Fuel is not available to meet the needs of **Agencies** and **Contractors**. Any such determination shall expire after six (6) months unless renewed.

5.4.2(c) **Contractors** shall not be required to comply with this Article 5.4.2 where the **City Agency** letting this **Contract** makes a written finding, which is approved, in writing, by the DEP Commissioner, that a sufficient quantity of Ultra Low Sulfur Diesel Fuel, or diesel fuel that has a sulfur content of no more than thirty parts per million (30 ppm) is not available to meet the requirements of Section 24-163.3 of the Administrative Code, provided that such **Contractor** in its fulfillment of the requirements of this **Contract**, to the extent practicable, shall use whatever quantity of Ultra Low Sulfur Diesel Fuel or diesel fuel that has a sulfur content of no more than thirty parts per

million (30 ppm) is available. Any finding made pursuant to this Article 5.4.2(c) shall expire after sixty (60) **Days**, at which time the requirements of this Article 5.4.2 shall be in full force and effect unless the **City Agency** renews the finding in writing and such renewal is approved by the DEP Commissioner.

5.4.2(d) **Contractors** may check on determinations and approvals issued by the DEP Commissioner pursuant to Section 24-163.3 of the Administrative Code, if any, at www.dep.nyc.gov or by contacting the **City Agency** letting this **Contract**.

5.4.2(e) The requirements of this Article 5.4.2 do not apply where they are precluded by federal or State funding requirements or where the **Contract** is an emergency procurement.

5.4.3 Best Available Technology

5.4.3(a) All **Contractors** shall utilize the best available technology for reducing the emission of pollutants for diesel-powered Nonroad Vehicles in the performance of this **Contract**. For determinations of best available technology for each type of diesel-powered Nonroad Vehicle, **Contractors** shall comply with the regulations of the **City** Department of Environmental Protection, as and when adopted, Chapter 14 of Title 15 of the Rules of the City of New York (RCNY). The **Contractor** shall fully document all steps in the best available technology selection process and shall furnish such documentation to the **City Agency** or the DEP Commissioner upon request. The **Contractor** shall retain all documentation generated in the best available technology selection process for as long as the selected best available technology is in use.

5.4.3(b) No **Contractor** shall be required to replace best available technology for reducing the emission of pollutants or other authorized technology utilized for a diesel-powered Nonroad Vehicle in accordance with the provisions of this Article 5.4.3 within three (3) years of having first utilized such technology for such vehicle.

5.4.3(c) This Article 5.4.3 shall not apply to any vehicle used to satisfy the requirements of a specific Public Works Contract for fewer than twenty (20) **Days**.

5.4.3(d) The **Contractor** shall not be required to comply with this Article 5.4.3 with respect to a diesel-powered Nonroad Vehicle under the following circumstances:

5.4.3(d)(i) Where the **City Agency** makes a written finding, which is approved, in writing, by the DEP Commissioner, that the best available technology for reducing the emission of pollutants as required by this Article 5.4.3 is unavailable for such vehicle, the **Contractor** shall use whatever technology for reducing the emission of pollutants, if any, is available and appropriate for such vehicle.

5.4.3(d)(ii) Where the DEP Commissioner has issued a written waiver based upon the Contractor having demonstrated to the DEP Commissioner that the use of the best available technology for reducing the emission of pollutants might endanger the operator of such vehicle or those working near such vehicle, due to engine malfunction, the **Contractor** shall use whatever technology for reducing the emission of pollutants, if any, is available and appropriate for such vehicle, which would not endanger the operator of such vehicle or those working near such vehicle.

5.4.3(d)(iii) In determining which technology to use for the purposes of Articles 5.4.3(d)(i) and 5.4.3(d)(ii) above, the **Contractor** shall primarily consider the reduction in emissions of particulate matter and secondarily consider the reduction in emissions of nitrogen oxides associated with the use of such technology, which shall in no event result in an increase in the emissions of either such pollutant.

5.4.3(d)(iv) The **Contractor** shall submit requests for a finding or a waiver pursuant to this Article 5.4.3(d) in writing to the DEP Commissioner, with a copy to the **ACCO** of the **City Agency** letting this **Contract**. Any finding or waiver made or issued pursuant to Articles 5.4.3(d)(i) and 5.4.3(d)(ii) above shall expire after one hundred eighty (180) **Days**, at which time the requirements of Article 5.4.3(a) shall be in full force and effect unless the **City Agency** renews the finding, in writing, and the DEP Commissioner approves such finding, in writing, or the DEP Commissioner renews the waiver, in writing.

5.4.3(e) The requirements of this Article 5.4.3 do not apply where they are precluded by federal or State funding requirements or where the **Contract** is an emergency procurement.

5.4.4 Section 24-163 of the Administrative Code. The **Contractor** shall comply with Section 24-163 of the Administrative Code related to the idling of the engines of motor vehicles while parking.

5.4.5 Compliance

5.4.5(a) The **Contractor's** compliance with Article 5.4 may be independently monitored. If it is determined that the **Contractor** has failed to comply with any provision of Article 5.4, any costs associated with any independent monitoring incurred by the **City** shall be reimbursed by the **Contractor**.

5.4.5(b) Any **Contractor** who violates any provision of Article 5.4, except as provided in Article 5.4.5(c) below, shall be liable for a civil penalty between the amounts of one thousand ($1,000) and ten thousand ($10,000) dollars, in addition to twice the amount of money saved by such **Contractor** for failure to comply with Article 5.4.

5.4.5(c) No **Contractor** shall make a false claim with respect to the provisions of Article 5.4 to a **City Agency**. Where a **Contractor** has been found to have done so, such **Contractor** shall be liable for a civil penalty of twenty thousand ($20,000) dollars, in addition to twice the amount of money saved by such **Contractor** in association with having made such false claim.

5.4.6 Reporting

5.4.6(a) For all Public Works Contracts covered by this Article 5.4, the **Contractor** shall report to the **City Agency** the following information:

5.4.6(a)(i) The total number of diesel-powered Nonroad Vehicles used to fulfill the requirements of this Public Works Contract;

5.4.6(a)(ii) The number of such Nonroad Vehicles that were powered by Ultra Low Sulfur Diesel Fuel;

5.4.6(a)(iii) The number of such Nonroad Vehicles that utilized the best available technology for reducing the emission of pollutants, including a breakdown by vehicle model and the type of technology;

5.4.6(a)(iv) The number of such Nonroad Vehicles that utilized such other authorized technology in accordance with Article 5.4.3, including a breakdown by vehicle model and the type of technology used for each such vehicle;

5.4.6(a)(v) The locations where such Nonroad Vehicles were used; and

5.4.6(a)(vi) Where a determination is in effect pursuant to Article 5.4.2(b) or 5.4.2(c), detailed information concerning the **Contractor's** efforts to obtain Ultra Low Sulfur Diesel Fuel or diesel fuel that has a sulfur content of no more than thirty parts per million (30 ppm).

5.4.6(b) The **Contractor** shall submit the information required by Article 5.4.6(a) at the completion of **Work** under the Public Works Contract and on a yearly basis no later than August 1 throughout the term of the Public Works Contract. The yearly report shall cover **Work** performed during the preceding fiscal year (July 1 - June 30).

5.5 Ultra Low Sulfur Diesel Fuel. In accordance with the Coordinated Construction Act for Lower Manhattan, as amended:

5.5.1 Definitions. For purposes of this Article 5.5, the following definitions apply:

5.5.1(a) "Lower Manhattan" means the area to the south of and within the following lines: a line beginning at a point where the United States pierhead line in the Hudson River as it exists now or may be extended would intersect with the southerly line of West Houston Street in the Borough of Manhattan extended, thence easterly along the southerly side of West Houston Street to the southerly side of Houston Street, thence easterly along the southerly side of Houston Street to the southerly side of East Houston Street, thence northeasterly along the southerly side of East Houston Street to the point where it would intersect with the United States pierhead line in the East River as it exists now or may be extended, including tax lots within or immediately adjacent thereto.

5.5.1(b) "Lower Manhattan Redevelopment Project" means any project in Lower Manhattan that is funded in whole or in part with federal or State funding, or any project intended to improve transportation between Lower Manhattan and the two air terminals in the **City** known as LaGuardia Airport and John F. Kennedy International Airport, or between Lower Manhattan and the air terminal in Newark known as Newark Liberty International Airport, and that is funded in whole or in part with federal funding.

5.5.1(c) "Nonroad Engine" means an internal combustion engine (including the fuel system) that is not used in a Motor Vehicle or a vehicle used solely for competition, or that is not subject to standards promulgated under Section 7411 or Section 7521 of Title 42 of the United States Code, except that this term shall apply to internal combustion engines used to power generators, compressors or similar equipment used in any construction program or project.

5.5.1(d) "Nonroad Vehicle" means a vehicle that is powered by a Nonroad Engine, fifty (50) horsepower (HP) and greater, and that is not a Motor Vehicle or a vehicle used

solely for competition, which shall include, but not be limited to, excavators, backhoes, cranes, compressors, generators, bulldozers, and similar equipment, except that this terms shall not apply to horticultural maintenance vehicles used for landscaping purposes that are powered by a Nonroad Engine of sixty-five (65) HP or less and that are not used in any construction program or project.

5.5.1(e) "Ultra Low Sulfur Diesel Fuel" means diesel fuel that has a sulfur content of no more than fifteen parts per million (15 ppm).

5.5.2 Requirements. **Contractors** and **Subcontractors** are required to use only Ultra Low Sulfur Diesel Fuel to power the diesel-powered Nonroad Vehicles with engine HP rating of fifty (50) HP and above used on a Lower Manhattan Redevelopment Project and, where practicable, to reduce the emission of pollutants by retrofitting such Nonroad Vehicles with oxidation catalysts, particulate filters, or technology that achieves lowest particulate matter emissions.

5.6 Pesticides. In accordance with Section 17-1209 of the Administrative Code, to the extent that the **Contractor** or any **Subcontractor** applies pesticides to any property owned or leased by the **City**, the **Contractor,** and any **Subcontractor** shall comply with Chapter 12 of the Administrative Code.

5.7 Waste Treatment, Storage, and Disposal Facilities and Transporters. In connection withthe **Work**, the **Contractor** and any **Subcontractor** shall use only those waste treatment, storage, and disposal facilities and waste transporters that possess the requisite license, permit or other governmental approval necessary to treat, store, dispose, or transport the waste, materials or hazardous substances.

5.8 Environmentally Preferable Purchasing. The **Contractor** shall ensure that products purchased or leased by the **Contractor** or any **Subcontractor** for the **Work** that are not specified by the **City** or are submitted as equivalents to a product specified by the **City** comply with the requirements of the New York City Environmentally Preferable Purchasing Program contained in Chapter 11 of Title 43 of the RCNY, pursuant to Chapter 3 of Title 6 of the Administrative Code.

ARTICLE 6. INSPECTION

6.1 During the progress of the **Work** and up to the date of **Final Acceptance**, the **Contractor** shall at all times afford the representatives of the **City** every reasonable, safe, and proper facility for inspecting all **Work** done or being done at the **Site** and also for inspecting the manufacture or preparation of materials and equipment at the place of such manufacture or preparation.

6.2 The **Contractor's** obligation hereunder shall include the uncovering or taking down of finished **Work** and its restoration thereafter; provided, however, that the order to uncover, take down and restore shall be in writing, and further provided that if **Work** thus exposed proves satisfactory, and if the **Contractor** has complied with Article 6.1, such uncovering or taking down and restoration shall be considered an item of **Extra Work** to be paid for in accordance with the provisions of Article 26. If the **Work** thus exposed proves unsatisfactory, the **City** has no obligation to compensate the **Contractor** for the uncovering, taking down or restoration.

6.3 Inspection and approval by the **Commissioner**, the **Engineer**, **Project Manager**, or **Resident Engineer**, of finished **Work** or of **Work** being performed, or of materials and equipment at the place of manufacture or preparation, shall not relieve the **Contractor** of its obligation to perform the **Work** in strict accordance with the **Contract**. Finished or unfinished **Work** not found to be in strict accordance with the

Contract shall be replaced as directed by the **Engineer**, even though such **Work** may have been previously approved and paid for. Such corrective **Work** is **Contract Work** and shall not be deemed **Extra Work**.

6.4 Rejected **Work** and materials shall be promptly taken down and removed from the **Site**, which must at all times be kept in a reasonably clean and neat condition.

ARTICLE 7. PROTECTION OF WORK AND OF PERSONS AND PROPERTY; NOTICESAND INDEMNIFICATION

7.1 During the performance of the **Work** and up to the date of **Final Acceptance**, the **Contractor** shall be under an absolute obligation to protect the finished and unfinished **Work** against any damage, loss, injury, theft and/or vandalism and in the event of such damage, loss, injury, theft and/or vandalism,it shall promptly replace and/or repair such **Work** at the **Contractor's** sole cost and expense, as directed by the **Resident Engineer**. The obligation to deliver finished **Work** in strict accordance with the **Contract** prior to **Final Acceptance** shall be absolute and shall not be affected by the **Resident Engineer's** approval of, or failure to prohibit, the **Means and Methods of Construction** used by the **Contractor**.

7.2 During the performance of the **Work** and up to the date of **Final Acceptance**, the **Contractor** shall take all reasonable precautions to protect all persons and the property of the **City** and of others from damage, loss or injury resulting from the **Contractor's**, and/or its **Subcontractors'** operations under this **Contract.** The **Contractor's** obligation to protect shall include the duty to provide, place or replace, and adequately maintain at or about the **Site** suitable and sufficient protection such as lights, barricades, and enclosures.

7.3 The **Contractor** shall comply with the notification requirements set forth below in the event of any loss, damage or injury to **Work**, persons or property, or any accidents arising out of the operations of the **Contractor** and/or its **Subcontractors** under this **Contract**.

7.3.1 The **Contractor** shall make a full and complete report in writing to the **Resident Engineer** within three (3) **Days** after the occurrence.

7.3.2 The **Contractor** shall also send written notice of any such event to all insurance carriers that issued potentially responsive policies (including commercial general liability insurance carriers for events relating to the **Contractor**'s own employees) no later than twenty (20) days after such event and again no later than twenty (20) days after the initiation of any claim and/or action resulting therefrom. Such notice shall contain the following information: the number of the insurance policy, the name of the Named Insured, the date and location of the incident, and the identity of the persons injured or property damaged. For any policy on which the **City** and/or the **Engineer**, **Architect**, or **Project Manager** are Additional Insureds, such notice shall expressly specify that "this notice is being given on behalf of the City of New York as Additional Insured, such other AdditionalInsureds, as well as the Named Insured."

7.3.2(a) Whenever such notice is sent under a policy on which the **City** is an Additional Insured, the **Contractor** shall provide copies of the notice to the **Comptroller,** the **Commissioner** and the **City** Corporation Counsel. The copy to the **Comptroller** shall be sent to the Insurance Unit, NYC Comptroller's Office, 1 Centre Street – Room 1222, New York, New York, 10007. The copy to the **Commissioner** shall be sent to the address set forth in Schedule A of the General Conditions. The copy to the **City** Corporation Counsel shall be sent to Insurance Claims Specialist, Affirmative Litigation

Division, New York City Law Department, 100 Church Street, New York, New York 10007.

7.3.2(b) If the **Contractor** fails to provide any of the foregoing notices to anyappropriate insurance carrier(s) in a timely and complete manner, the **Contractor**shall indemnify the **City** for all losses, judgments, settlements, and expenses, including reasonable attorneys' fees, arising from an insurer's disclaimer of coverage citing late notice by or on behalf of the **City**.

7.4 To the fullest extent permitted by law, the **Contractor** shall defend, indemnify, and hold the **City**, its employees, and officials (the "Indemnitees") harmless against any and all claims (including but not limited to claims asserted by any employee of the **Contractor** and/or its **Subcontractors**) and costs and expenses of whatever kind (including but not limited to payment or reimbursement of attorneys' fees and disbursements) allegedly arising out of or in any way related to the operations of the **Contractor** and/or its **Subcontractors** in the performance of this **Contract** or from the **Contractor's** and/or its **Subcontractors'** failure to comply with any of the provisions of this **Contract** or of the **Law**. Such costs and expenses shall include all those incurred in defending the underlying claim and those incurred in connection with the enforcement of this Article 7.4 by way of cross-claim, third-party claim, declaratory action or otherwise. The parties expressly agree that the indemnification obligation hereunder contemplates (1) full indemnity in the event of liability imposed against the Indemnitees without negligence and solely by reason of statute, operation of **Law** or otherwise; and (2) partial indemnity in the event of any actual negligence on the part of the Indemnitees either causing orcontributing to the underlying claim (in which case, indemnification will be limited to any liability imposed over and above that percentage attributable to actual fault whether by statute, by operation of **Law**, or otherwise). Where partial indemnity is provided hereunder, all costs and expenses shall be indemnified on a pro rata basis.

7.4.1 Indemnification under Article 7.4 or any other provision of the **Contract** shall operate whether or not **Contractor** or its **Subcontractors** have placed and maintained the insurance specified under Article 22.

7.5 The provisions of this Article 7 shall not be deemed to create any new right of action in favor of third parties against the **Contractor** or the **City**.

CHAPTER III: TIME PROVISIONS

ARTICLE 8. COMMENCEMENT AND PROSECUTION OF THE WORK

8.1 The **Contractor** shall commence the **Work** on the date specified in the **Notice to Proceed** or the **Order to Work**. The time for performance of the **Work** under the **Contract** shall be computed from the date specified in the **Notice to Proceed** or the **Order to Work**. **TIME BEING OF THE ESSENCE** to the **City**, the **Contractor** shall thereafter prosecute the **Work** diligently, using such **Means and Methods of Construction** as are in accord with Article 4 herein and as will assure its completion not later than the date specified in this Contract, or on the date to which the time for completion may be extended.

ARTICLE 9. PROGRESS SCHEDULES

9.1 To enable the **Work** to be performed in an orderly and expeditious manner, the **Contractor**, within fifteen (15) **Days** after the **Notice to Proceed** or **Order to Work**, unless otherwise directed by the **Engineer**, shall submit to the **Engineer** a proposed progress schedule based on the Critical Path Methodin the form of

a bar graph or in such other form as specified by the **Engineer**, and monthly cash flow requirements, showing:

9.1.1 The anticipated time of commencement and completion of each of the variousoperations to be performed under this **Contract**; and

9.1.2 The sequence and interrelation of each of these operations with the others and with those of other related contracts; and

9.1.3 The estimated time required for fabrication or delivery, or both, of all materials and equipment required for the **Work**, including the anticipated time for obtaining required approvals pursuant to Article 10; and

9.1.4 The estimated amount in dollars the **Contractor** will claim on a monthly basis.

9.2 The proposed schedule shall be revised as directed by the **Engineer**, until finally approved by the **Engineer**, and after such approval, subject to the provisions of Article 11, shall be strictly adhered to by the **Contractor**.

9.3 If the **Contractor** shall fail to adhere to the approved progress schedule, or to the schedule as revised pursuant to Article 11, it shall promptly adopt such other or additional **Means and Methods of Construction**, at its sole cost and expense, as will make up for the time lost and will assure completion in accordance with the approved progress schedule. The approval by the **City** of a progress schedule which is shorter than the time allotted under the **Contract** shall not create any liability for the **City** if the approved progress schedule is not met.

9.4 The **Contractor** will not receive any payments until the proposed progress schedule is submitted.

ARTICLE 10. REQUESTS FOR INFORMATION OR APPROVAL

10.1 From time to time as the **Work** progresses and in the sequence indicated by the approved progress schedule, the **Contractor** shall submit to the **Engineer** a specific request in writing for each item of information or approval required by the **Contractor**. These requests shall state the latest date upon which the information or approval is actually required by the **Contractor**, and shall be submitted in a reasonable time in advance thereof to provide the **Engineer** a sufficient time to act upon such submissions, or any necessary re-submissions thereof.

10.2 The **Contractor** shall not have any right to an extension of time on account of delays due to the **Contractor's** failure to submit requests for the required information or the required approval in accordance with the above requirements.

ARTICLE 11. NOTICE OF CONDITIONS CAUSING DELAY AND DOCUMENTATION OF DAMAGES CAUSED BY DELAY

11.1 After the commencement of any condition which is causing or may cause a delay in completion of the **Work**, including conditions for which the **Contractor** may be entitled to an extension of time, the following notifications and submittals are required:

11.1.1 Within fifteen (15) **Days** after the **Contractor** becomes aware or reasonably should be

aware of each such condition, the **Contractor** must notify the **Resident Engineer** or **Engineer**, as directed by the **Commissioner**, in writing of the existence, nature and effect of such condition upon the approved progress schedule and the **Work**, and must state why and in what respects, if any, the condition is causing or may cause a delay. Such notice shall include a description of the construction activities that are or could be affected by the condition and may include any recommendations the **Contractor** may have to address the delay condition and any activities the **Contractor** may take to avoid or minimize the delay.

11.1.2 If the **Contractor** shall claim to be sustaining damages for delay as provided for in this Article 11,within forty-five (45) **Days** from the time such damages are first incurred for each such condition, the **Contractor** shall submit to the **Commissioner** a verified written statement of the details and estimates of the amounts of such damages, including categories of expected damages and projected monthly costs, together with documentary evidence of such damages as the **Contractor** may have at the time of submission ("statement of delay damages"), as further detailed in Article 11.6. The **Contractor** may submit the above statement within such additional time as may be granted by the **Commissioner** in writing upon written request therefor.

11.1.3 Articles 11.1.1 and 11.1.2 do not relieve the **Contractor** of its obligation to comply with the provisions of Article 44.

11.2 Failure of the **Contractor** to strictly comply with the requirements of Article 11.1.1 may, inthe discretion of the **Commissioner**, be deemed sufficient cause to deny any extension of time on account of delay arising out of such condition. Failure of the **Contractor** to strictly comply with the requirements of both Articles 11.1.1 and 11.1.2 shall be deemed a conclusive waiver by the **Contractor** of any and all claims for damages for delay arising from such condition and no right to recover on such claims shall exist.

11.3 When appropriate and directed by the **Engineer**, the progress schedule shall be revised by the **Contractor** until finally approved by the **Engineer**. The revised progress schedule must be strictly adhered to by the **Contractor**.

11.4 Compensable Delays

11.4.1 The **Contractor** agrees to make claim only for additional costs attributable to delayin the performance of this **Contrac**t necessarily extending the time for completion of the **Work** or resulting from acceleration directed by the **Commissioner** and required to maintain the progress schedule, occasioned solely by any act or omission to act of the **City** listed below. The **Contractor** also agrees that delay from any other cause shall be compensated, if at all, solely by an extension of time to complete the performance of the **Work**.

11.4.1.1 The failure of the **City** to take reasonable measures to coordinate and progress the **Work** to the extent required by the **Contract**, except that the City shall not be responsible for the **Contractor's** obligation to coordinate and progress the **Work** of its **Subcontractors**.

11.4.1.2 Unreasonable delays attributable to the review of shop drawings, the issuance of change orders, or the cumulative impact of change orders that were not brought about by any act or omission of the **Contractor**.

11.4.1.3 The unavailability of the **Site** caused by acts or omissions of the **City**..

11.4.1.4 The issuance by the **Engineer** of a stop work order that was not brought about through any act or omission of the **Contractor**.

11.4.1.5 Differing site conditions or environmental hazards that were neitherknown nor reasonably ascertainable on a pre-bid inspection of the **Site**or review

of the bid documents or other publicly available sources, and that are not ordinarily encountered in the **Project**'s geographical area or neighborhood or in the type of **Work** to be performed.

11.4.1.6 Delays caused by the **City's** bad faith or its willful, malicious, or grossly negligent conduct;

11.4.1.7 Delays not contemplated by the parties;

11.4.1.8 Delays so unreasonable that they constitute an intentional abandonment of the **Contract** by the **City**; and

11.4.1.9 Delays resulting from the **City's** breach of a fundamental obligation of the **Contract**.

11.4.2 No claim may be made for any alleged delay in **Substantial Completion** of the **Work** if the **Work** will be or is substantially completed by the date of **Substantial Completion** provided for in Schedule A unless acceleration has been directed by the **Commissioner** to meet the date of **Substantial Completion** set forth in Schedule A, or unless there is a provision in the **Contract** providing for additional compensation for early completion.

11.4.3 The provisions of this Article 11 apply only to claims for additional costs attributable to delay and do not preclude determinations by the **Commissioner** allowing reimbursements for additional costs for **Extra Work** pursuant to Articles 25 and 26 of this **Contract**. To the extent that any cost attributable to delay is reimbursed as part of a change order, no additional claim for compensation under this Article 11 shall be allowed.

11.5 Non-Compensable Delays. The **Contractor** agrees to make no claim for, and is deemed to have included in its bid prices for the various items of the **Contract**, the extra/additional costs attributable to any delays caused by or attributable to the items set forth below. For such items, the **Contractor** shall be compensated, if at all, solely by an extension of time to complete the performance of the **Work**, in accordance with the provisions of Article 13. Such extensions of time will be granted, if at all, pursuant to the grounds set forth in Article 13.3.

11.5.1 The acts or omissions of any third parties, including but not limited to **Other Contractors**, public/ governmental bodies (other than **City Agencies**), utilities or private enterprises, who are disclosed in the **Contract Documents** or are ordinarily encountered or generally recognized as related to the **Work**;

11.5.2 Any situation which was within the contemplation of the parties at the time of entering into the **Contract**, including any delay indicated or disclosed in the **Contract Documents** or that would be generally recognized by a reasonably prudent contractor as related to the nature of the **Work**, and/or the existence of any facility or appurtenance owned, operated or maintained by any third party, as indicated or disclosed in the **Contract Documents** or ordinarily encountered or generally recognized as related to the nature of the **Work**;

11.5.3 Restraining orders, injunctions or judgments issued by a court which were caused by a Contractor's submission, action or inaction or by a Contractor's **Means and Methods of Construction**, or by third parties, unless such order, injunction or judgment was the result of an act or omission by the **City**;

11.5.4 Any labor boycott, strike, picketing, lockout or similar situation;

11.5.5 Any shortages of supplies or materials, or unavailability of equipment, required by the **Contract Work**;

11.5.6 Climatic conditions, storms, floods, droughts, tidal waves, fires, hurricanes, earthquakes, landslides or other catastrophes or acts of God, or acts of war or of the public enemy or terrorist acts, including the **City's** reasonable responses thereto; and

11.5.7 **Extra Work** which does not significantly affect the overall completion of the **Contract**, reasonable delays in the review or issuance of change orders or field orders and/or in shop drawing reviews or approvals.

11.6 Required Content of Submission of Statement of Delay Damages

11.6.1 In the verified written statement of delay damages required by Article 11.1.2, the following information shall be provided by the **Contractor**:

11.6.1.1 For each delay, the start and end dates of the claimed periods of delay and, in addition, a description of the operations that were delayed, an explanation of how they were delayed, and the reasons for the delay, including identifying the applicable act or omission of the City listed in Article 11.4.

11.6.1.2 A detailed factual statement of the claim providing all necessary dates, locations and items of **Work** affected by the claim.

11.6.1.3 The estimated amount of additional compensation sought and a breakdown of that amount into categories as described in Article 11.7.

11.6.1.4 Any additional information requested by the **Commissioner**.

11.7 Recoverable Costs

11.7.1 Delay damages may be recoverable for the following costs actually and necessarily incurred in the performance of the **Work**:

11.7.1.1 Direct labor, including payroll taxes (subject to statutory wage caps) and supplemental benefits, based on time and materials records;

11.7.1.2 Necessary materials (including transportation to the **Site**), based on time and material records;

11.7.1.3 Reasonable rental value of necessary plant and equipment other than small tools, plus fuel/energy costs according to the applicable formula set forth in Articles 26.2.4 and/or 26.2.8, based on time and material records;

11.7.1.4 Additional insurance and bond costs;

11.7.1.5 Extended **Site** overhead, field office rental, salaries of field office staff, on-site project managers and superintendents, field office staff vehicles, **Project-**specific storage, field office utilities and telephone, and field office consumables;

11.7.1.6 Labor escalation costs based on actual costs;

11.7.1.7 Materials and equipment escalation costs based on applicable industry indices unless documentation of actual increased cost is provided;

11.7.1.8 Additional material and equipment storage costs based on actual documented costs and additional costs necessitated by extended manufacturer warranty periods; and

11.7.1.9 Extended home office overhead calculated based on the following formula:

(1) Subtract from the original **Contract** amount the amount earned by original contractual **Substantial Completion** date (not

including change orders);

(2) Remove 15% overhead and profit from the calculation in item (1) by dividing the results of item (1) by 1.15;

(3) Multiply the result of item (2) by 7.25% for the total home office overhead;

(4) Multiply the result of item (3) by 7.25% for the total profit; and

(5) The total extended home office overhead will be the total of items (3) and (4).

11.7.2 Recoverable Subcontractor Costs. When the **Work** is performed by a **Subcontractor**, the **Contractor** may be paid the actual and necessary costs of such subcontracted **Work** as outlined above in Articles 11.7.1.1 through 11.7.1.8, and an additional overhead of 5% of the costs outlined in Articles 11.7.1.1 through 11.7.1.3.

11.7.3 Non-Recoverable Costs. The parties agree that the **City** will have no liability for the following items and the **Contractor** agrees it shall make no claim for the following items:

11.7.3.1 Profit, or loss of anticipated or unanticipated profit, except as provided in Article 11.7.1.9;

11.7.3.2 Consequential damages, including, but not limited to, construction or bridge loans or interest paid on such loans, loss of bonding capacity, bidding opportunities, or interest in investment, or any resulting insolvency;

11.7.3.3 Indirect costs or expenses of any nature except those included in Article 11.7.1;

11.7.3.4 Direct or indirect costs attributable to performance of **Work** where the **Contractor**, because of situations or conditions within its control, hasnot progressed the **Work** in a satisfactory manner; and

11.7.3.5 Attorneys' fees and dispute and claims preparation expenses.

11.8 Any claims for delay under this Article 11 are not subject to the jurisdiction of the Contract Dispute Resolution Board pursuant to the dispute resolution process set forth in Article 27.

11.9 Any compensation provided to the **Contractor** in accordance with this Article 11 will be made pursuant to a claim filed with the **Comptroller**. Nothing in this Article 11 extendsthe time for the **Contractor** to file an action with respect to a claim within six months after **Substantial Completion** pursuant to Article 56.

ARTICLE 12. COORDINATION WITH OTHER CONTRACTORS

12.1 During the progress of the **Work**, **Other Contractors** may be engaged in performing other work or may be awarded other contracts for additional work on this **Project**. In that event, the **Contractor** shall coordinate the **Work** to be done hereunder with the work of such **Other Contractors** and the **Contractor** shall fully cooperate with such **Other Contractors** and carefully fit its own **Work** to that provided under other contracts as may be directed by the **Engineer**. The **Contractor** shall not commit or permit any act which will interfere with the performance of work by any **Other Contractors**.

12.2 If the **Engineer** determines that the **Contractor** is failing to coordinate its **Work** with the work of **Other Contractors** as the **Engineer** has directed, then the **Commissioner** shall have the right to withhold any payments otherwise due hereunder until the **Contractor** completely complies with the **Engineer's** directions.

12.3 The **Contractor** shall notify the **Engineer** in writing if any **Other Contractor** on this **Project** is failing to coordinate its work with the **Work** of this **Contract**. If the **Engineer** finds such charges to be true, the **Engineer** shall promptly issue such directions to the **Other Contractor** with respect thereto as the situation may require. The **City** shall not, however, be liable for any damages suffered by any **Other Contractor's** failure to coordinate its work with the **Work** of this **Contract** or by reason of the **Other Contractor's** failure to promptly comply with the directions so issued by the **Engineer**, or by reason of any **Other Contractor's** default in performance, it being understood that the **City** does not guarantee the responsibility or continued efficiency of any contractor. The **Contractor** agrees to make no claim against the **City** for any damages relating to or arising out of any directions issued by the **Engineer** pursuant to this Article 12 (including but not limited to the failure of any **Other Contractor** to comply or promptly comply with such directions), or the failure of any **Other Contractor** to coordinate its work, or the default in performance of any **Other Contractor**.

12.4 The **Contractor** shall indemnify and hold the **City** harmless from any and all claims or judgments for damages and from costs and expenses to which the **City** may be subjected or which it may suffer or incur by reason of the **Contractor's** failure to comply with the **Engineer's** directions promptly; and the **Comptroller** shall have the right to exercise the powers reserved in Article 23 with respect to any claims which may be made for damages due to the **Contractor's** failure to comply with the **Engineer's** directions promptly. Insofar as the facts and **Law** relating to any claim would preclude the **City** from being completely indemnified by the **Contractor**, the **City** shall be partially indemnified by the **Contractor** to the fullest extent provided by **Law**.

12.5 Should the **Contractor** sustain any damage through any act or omission of any **Other Contractor** having a contract with the **City** for the performance of work upon the **Site** or of work which may be necessary to be performed for the proper prosecution of the **Work** to be performed hereunder, or through any act or omission of a subcontractor of such **Other Contractor**, the **Contractor** shall have no claim against the **City** for such damage, but shall have a right to recover such damage from the **Other**
12.5 **Contractor** under the provision similar to the following provisions which apply to this Contract and have been or will be inserted in the contracts with such Other Contractors:

> 12.5.1 Should any **Other Contractor** having or who shall hereafter have a contract with the **City** for the performance of work upon the **Site** sustain any damage through any act or omission of the **Contractor** hereunder or through any act or omission of any **Subcontractor** of the **Contractor**, the **Contractor** agrees to reimburse such **Other Contractor** for all such damages and to defend at its own expense any action based upon such claim and if any judgment or claim (even if the allegations of the action are without merit) against the **City** shall be allowed the **Contractor** shall pay or satisfy such judgment or claim and pay all costs and expenses in connection therewith and agrees to indemnify and hold the **City** harmless from all such claims. Insofar as the facts and **Law** relating to any claim would preclude the **City** from being completely indemnified by the **Contractor**, the **City** shall be partially indemnified by the **Contractor** to the fullest extent provided by **Law**.

12.6 The **City's** right to indemnification hereunder shall in no way be diminished, waived or discharged by its recourse to assessment of liquidated damages as provided in Article 15, or by the exercise of any other remedy provided for by **Contract** or by **Law**.

ARTICLE 13. EXTENSION OF TIME FOR PERFORMANCE

13.1 If performance by the **Contractor** is delayed for a reason set forth in Article 13.3, the **Contractor** may be allowed a reasonable extension of time in conformance with this Article 13 and the **PPB**

Rules.

13.2 Any extension of time may be granted only by the **ACCO** or by the Board for the Extension of Time (hereafter "Board") (as set forth below) upon written application by the **Contractor**.

13.3 Grounds for Extension: If such application is made, the **Contractor** shall be entitled to an extension of time for delay in completion of the **Work** caused solely:

13.3.1 By the acts or omissions of the **City**, its officials, agents or employees; or

13.3.2 By the act or omissions of **Other Contractors** on this **Project**; or

13.3.3 By supervening conditions entirely beyond the control of either party hereto (such as, but not limited to, acts of God or the public enemy, excessive inclement weather, war or other national emergency making performance temporarily impossible or illegal, or strikes or labor disputes not brought about by any act or omission of the **Contractor**).

13.3.4 The **Contractor** shall, however, be entitled to an extension of time for such causes only for the number of **Days** of delay which the **ACCO** or the Board may determine to be due solely to such causes, and then only if the **Contractor** shall have strictly complied with all of the requirements of Articles 9 and 10.

13.4 The **Contractor** shall not be entitled to receive a separate extension of time for each of several causes of delay operating concurrently, but, if at all, only for the actual period of delay in completion of the **Work** as determined by the **ACCO** or the Board, irrespective of the number of causes contributing to produce such delay. If one of several causes of delay operating concurrently results from any act, fault or omission of the **Contractor** or of its **Subcontractors** or **Materialmen**, and would of itself (irrespective of the concurrent causes) have delayed the **Work**, no extension of time will be allowed for the period ofdelay resulting from such act, fault or omission.

13.5 The determination made by the **ACCO** or the Board on an application for an extension of time shall be binding and conclusive on the **Contractor**.

13.6 The **ACCO** or the Board acting entirely within their discretion may grant an application for an extension of time for causes of delay other than those herein referred.

13.7 Permitting the **Contractor** to continue with the **Work** after the time fixed for its completion has expired, or after the time to which such completion may have been extended has expired, or the making of any payment to the **Contractor** after such time, shall in no way operate as a waiver on the part of the **City** of any of its rights under this **Contract**.

13.8 Application for Extension of Time:

13.8.1 Before the **Contractor's** time extension request will be considered, the **Contractor** shall notify the **ACCO** of the condition which allegedly has caused or is causing the delay, and shall submit a written application to the **ACCO** identifying:

13.8.1(a) The **Contractor**; the registration number; and **Project** description;

13.8.1(b) Liquidated damage assessment rate, as specified in the **Contract**;

13.8.1(c) Original total bid price;

13.8.1(d) The original **Contract** start date and completion date;

13.8.1(e) Any previous time extensions granted (number and duration); and

13.8.1(f) The extension of time requested.

13.8.2 In addition, the application for extension of time shall set forth in detail:

13.8.2(a) The nature of each alleged cause of delay in completing the **Work**;

13.8.2(b) The date upon which each such cause of delay began and ended and the number of **Days** attributable to each such cause;

13.8.2(c) A statement that the **Contractor** waives all claims except for those delineated in the application, and the particulars of any claims which the **Contractor** does not agree to waive. For time extensions for **Substantial Completion** and final completion payments, the application shall include a detailed statement of the dollar amounts of each element of claim item reserved; and

13.8.2(d) A statement indicating the **Contractor's** understanding that the time extension is granted only for purposes of permitting continuation of **Contract** performance and payment for **Work** performed and that the **City** retains its right to conduct an investigation and assess liquidated damages as appropriate in the future.

13.9 Analysis and Approval of Time Extensions:

13.9.1 For time extensions for partial payments, a written determination shall be made by the **ACCO** who may, for good and sufficient cause, extend the time for the performance of the **Contract** as follows:

13.9.1(a) If the **Work** is to be completed within six (6) months, the time for performance may be extended for sixty (60) **Days**;

13.9.1(b) If the **Work** is to be completed within less than one (1) year but more than six (6) months, an extension of ninety (90) **Days** may be granted;

13.9.1(c) If the **Contract** period exceeds one (1) year, besides the extension granted in Article 13.9.1(b), an additional thirty (30) **Days** may be granted for each multipleof six (6) months involved beyond the one (1) year period; or

13.9.1(d) If exceptional circumstances exist, the **ACCO** may extend the time for performance beyond the extensions in Articles 13.9.1(a), 13.9.1(b), and 13.9.1(c). In that event, the **ACCO** shall file with the Mayor's Office of Contract Services a written explanation of the exceptional circumstances.

13.9.2 For extensions of time for **Substantial Completion** and final completion payments, the **Engineer**, in consultation with the **ACCO**, shall prepare a written analysis of the delay (including a preliminary determination of the causes of delay, the beginning and end dates for each such cause of delay, and whether the delays are excusable under the terms of this **Contract**). The report shall be subject to review by and approval of the Board, which shall have authority to question its analysis and determinations and request additional facts or documentation. The report as reviewed and made final by the Board shall be made a part of the **Agency** contract file. Neither the report itself nor anything contained therein shall operate as a

waiver or release of any claim the **City** may have against the **Contractor** for either actual or liquidated damages.

13.9.3 Approval Mechanism for Time Extensions for **Substantial Completion** or Final Completion Payments: An extension shall be granted only with the approval of the Board which is comprised of the **ACCO** of the **Agency**, the **City** Corporation Counsel, and the **Comptroller**, or their authorized representatives.

13.9.4 Neither the granting of any application for an extension of time to the **Contractor** or any **Other Contractor** on this **Project** nor the papers, records or reports related to any application for or grant of an extension of time or determination related thereto shall be referred to or offered in evidence by the **Contractor** or its attorneys in any action or proceeding.

13.10 No Damage for Delay: The **Contractor** agrees to make no claim for damages for delay in the performance of this **Contract** occasioned by any act or omission to act of the **City** or any of its representatives, except as provided for in Article 11.

ARTICLE 14. COMPLETION AND FINAL ACCEPTANCE OF THE WORK

14.1 Date for **Substantial Completion**: The **Contractor** shall substantially complete the **Work** within the time fixed in Schedule A of the General Conditions, or within the time to which such **Substantial Completion** may be extended.

14.2 Determining the Date of **Substantial Completion**: The **Work** will be deemed to be substantially complete when the two conditions set forth below have been met.

14.2.1 Inspection: The **Engineer** or **Resident Engineer**, as applicable, has inspected the **Work** and has made a written determination that it is substantially complete.

14.2.2 Approval of **Final Approved Punch List** and Date for **Final Acceptance**: Following inspection of the **Work**, the **Engineer/Resident Engineer** shall furnish the **Contractor** with a final punch list, specifying all items of **Work** to be completed and proposing dates for the completion of each specified item of **Work**. The **Contractor** shall then submit in writing to the **Engineer/Resident Engineer** within ten (10) **Days** of the **Engineer/Resident Engineer** furnishing the final punch list either acceptance of the dates or proposed alternative dates for the completion of each specified item of **Work**. If the **Contractor** neither accepts the dates nor proposes alternative dates within ten (10) **Days**, the schedule proposed by the **Engineer/Resident Engineer** shall be deemed accepted. If the **Contractor** proposes alternative dates, then, within a reasonable time after receipt, the **Engineer/Resident Engineer**, in a written notification to the **Contractor**, shall approve the **Contractor's** completion dates or, if they are unable to agree, the **Engineer/Resident Engineer** shall establish dates for the completion of each item of **Work**. The latest completion date specified shall be the date for **Final Acceptance** of the **Work**.

14.3 Date of **Substantial Completion**. The date of approval of the **Final Approved Punch List**, shall be the date of **Substantial Completion**. The date of approval of the **Final Approved Punch List** shall be either (a) if the **Contractor** approves the final punch list and proposed dates for completion furnished by the **Engineer/Resident Engineer**, the date of the **Contractor**'s approval; or (b) if the **Contractor** neither accepts the dates nor proposes alternative dates, ten (10) **Days** after the **Engineer/Resident Engineer** furnishes the **Contractor** with a final punch list and proposed dates for completion; or (c) if the **Contractor** proposes alternative dates, the date that the **Engineer/Resident Engineer** sends written notification to the

Contractor either approving the **Contractor**'s proposed alternative dates or establishing dates for the completion for each item of **Work**.

14.4 Determining the Date of **Final Acceptance**: The **Work** will be accepted as final and complete as of the date of the **Engineer**'s/**Resident Engineer**'s inspection if, upon such inspection, the **Engineer/Resident Engineer** finds that all items on the **Final Approved Punch List** are complete andno further **Work** remains to be done. The **Commissioner** will then issue a written determination of **Final Acceptance**.

14.5 Request for Inspection: Inspection of the **Work** by the **Engineer/Resident Engineer** for the purpose of **Substantial Completion** or **Final Acceptance** shall be made within fourteen (14) **Days** after receipt of the **Contractor's** written request therefor.

14.6 Request for Re-inspection: If upon inspection for the purpose of **Substantial Completion** or **Final Acceptance**, the **Engineer/Resident Engineer** determines that there are items of **Work** still to be performed, the **Contractor** shall promptly perform them and then request a re-inspection. If upon re-inspection, the **Engineer/Resident Engineer** determines that the **Work** is substantially complete or finally accepted, the date of such re-inspection shall be the date of **Substantial Completion** or **Final Acceptance**. Re-inspection by the **Engineer/Resident Engineer** shall be made within ten (10) **Days** after receipt of the **Contractor's** written request therefor.

14.7 Initiation of Inspection by the **Engineer/Resident Engineer**: If the **Contractor** does not request inspection or re-inspection of the **Work** for the purpose of **Substantial Completion** or **Final Acceptance**, the **Engineer/Resident Engineer** may initiate such inspection or re-inspection.

ARTICLE 15. LIQUIDATED DAMAGES

15.1 In the event the **Contractor** fails to substantially complete the **Work** within the time fixed for such **Substantial Completion** in Schedule A of the General Conditions, plus authorized time extensions, or if the **Contractor**, in the sole determination of the **Commissioner**, has abandoned the **Work**, the **Contractor** shall pay to the **City** the sum fixed in Schedule A of the General Conditions, for each and every **Day** that the time consumed in substantially completing the **Work** exceeds the time allowed therefor; which said sum, in view of the difficulty of accurately ascertaining the loss which the **City** will suffer by reason of delay in the **Substantial Completion** of the **Work** hereunder, is hereby fixed and agreed as the liquidated damages that the **City** will suffer by reason of such delay, and not as a penalty. This Article 15 shall also apply to the **Contractor** whether or not the **Contractor** is defaulted pursuant to Chapter X of this **Contract**. Neither the failure to assess liquidated damages nor the granting of any time extension shall operate as a waiver or release of any claim the **City** may have against the **Contractor** for either actual or liquidated damages.

15.2 Liquidated damages received hereunder are not intended to be nor shall they be treated as either a partial or full waiver or discharge of the **City's** right to indemnification, or the **Contractor's** obligation to indemnify the **City**, or to any other remedy provided for in this **Contract** or by **Law**.

15.3 The **Commissioner** may deduct and retain out of the monies which may become due hereunder, the amount of any such liquidated damages; and in case the amount which may become due hereunder shall be less than the amount of liquidated damages suffered by the **City**, the **Contractor** shall be liable to pay the difference.

ARTICLE 16. OCCUPATION OR USE PRIOR TO COMPLETION

16.1 Unless otherwise provided for in the **Specifications**, the **Commissioner** may take over, use, occupy or operate any part of the **Work** at any time prior to **Final Acceptance**, upon written notification to the **Contractor**. The **Engineer** or **Resident Engineer**, as applicable, shall inspect the part of the**Work** to be taken over, used, occupied, or operated, and will furnish the **Contractor** with a written statement of the **Work**, if any, which remains to be performed on such part. The **Contractor** shall not object to, nor interfere with, the **Commissioner's** decision to exercise the rights granted by Article 16. In the event the **Commissioner** takes over, uses, occupies, or operates any part of the **Work:**

16.1.1 the **Engineer/Resident Engineer** shall issue a written determination of **Substantial Completion** with respect to such part of the **Work**;

16.1.2 the **Contractor** shall be relieved of its absolute obligation to protect such part of the unfinished **Work** in accordance with Article 7;

16.1.3 the **Contractor's** guarantee on such part of the **Work** shall begin on the date of such use by the **City**; and;

16.1.4 the **Contractor** shall be entitled to a return of so much of the amount retained in accordance with Article 21 as it relates to such part of the **Work**, except so much thereof as may be retained under Articles 24 and 44.

CHAPTER IV: SUBCONTRACTS AND ASSIGNMENTS

ARTICLE 17. SUBCONTRACTS

17.1 The **Contractor** shall not make subcontracts totaling an amount more than the percentage of the total **Contract** price fixed in Schedule A of the General Conditions, without prior written permission from the **Commissioner**. All subcontracts made by the **Contractor** shall be in writing. No **Work** may be performed by a **Subcontractor** prior to the **Contractor** entering into a written subcontract with the **Subcontractor** and complying with the provisions of this Article 17.

17.2 Before making any subcontracts, the **Contractor** shall submit a written statement to the **Commissioner** giving the name and address of the proposed **Subcontractor**; the portion of the **Work** and materials which it is to perform and furnish; the cost of the subcontract; the VENDEX questionnaire if required; the proposed subcontract if requested by the **Commissioner**; and any other information tending to prove that the proposed **Subcontractor** has the necessary facilities, skill, integrity, past experience, and financial resources to perform the **Work** in accordance with the terms and conditions of this **Contract**.

17.3 In addition to the requirements in Article 17.2, **Contractor** is required to list the **Subcontractor** in the web based Subcontractor Reporting System through the City's Payee Information Portal (PIP), available at www.nyc.gov/pip.[1]For each **Subcontractor** listed, **Contractor** is required to provide the following information: maximum contract value, description of **Subcontractor's** Work, start and end date of the subcontract and identification of the **Subcontractor**'s industry. Thereafter, **Contractor** will be required to report in the system the payments made to each **Subcontractor** within 30 days of making the

[1] In order to use the new system, a PIP account will be required. Detailed instructions on creating a PIP account and using the new system are also available at www.nyc.gov/pip. Additional assistance with PIP may be obtained by emailing the Financial Information Services Agency Help Desk at pip@fisa.nyc.gov.

payment. If any of the required information changes throughout the Term of the **Contract**, **Contractor** will be required to revise the information in the system.

Failure of the **Contractor** to list a **Subcontractor** and/or to report **Subcontractor** payments in a timely fashion may result in the **Commissioner** declaring the **Contractor** in default of the **Contract** and will subject **Contractor** to liquidated damages in the amount of $100 per day for each day that the **Contractor** fails to identify a **Subcontractor** along with the required information about the **Subcontractor** and/or fails to report payments to a **Subcontractor**, beyond the time frames set forth herein or in the notice from the **City**. Article 15 shall govern the issue of liquidated damages.

17.4 If an approved **Subcontractor** elects to subcontract any portion of its subcontract, the proposed sub-subcontract shall be submitted in the same manner as directed above.

17.5 The **Commissioner** will notify the **Contractor** in writing whether the proposed **Subcontractor** is approved. If the proposed **Subcontractor** is not approved, the **Contractor** may submit another proposed **Subcontractor** unless the **Contractor** decides to do the **Work**. No **Subcontractor** shall be permitted to enter or perform any work on the **Site** unless approved.

17.6 Before entering into any subcontract hereunder, the **Contractor** shall provide the proposed **Subcontractor** with a complete copy of this document and inform the proposed **Subcontractor** fully and completely of all provisions and requirements of this **Contract** relating either directly or indirectly to the **Work** to be performed and the materials to be furnished under such subcontract, and every such **Subcontractor** shall expressly stipulate that all labor performed and materials furnished by the **Subcontractor** shall strictly comply with the requirements of this **Contract.**

17.7 Documents given to a prospective **Subcontractor** for the purpose of soliciting the **Subcontractor's** bid shall include either a copy of the bid cover or a separate information sheet setting forth the **Project** name, the **Contract** number (if available), the **Agency** (as noted in Article 2.1.6), and the **Project's** location.

17.8 The **Commissioner's** approval of a **Subcontractor** shall not relieve the **Contractor** of any of its responsibilities, duties, and liabilities hereunder. The **Contractor** shall be solely responsible to the **City** for the acts or defaults of its **Subcontractor** and of such **Subcontractor's** officers, agents, and employees, each of whom shall, for this purpose, be deemed to be the agent or employee of the **Contractor** to the extent of its subcontract.

17.9 If the **Subcontractor** fails to maintain the necessary facilities, skill, integrity, past experience, and financial resources (other than due to the **Contractor's** failure to make payments where required) to perform the **Work** in accordance with the terms and conditions of this **Contract**, the **Contractor** shall promptly notify the **Commissioner** and replace such **Subcontractor** with a newly approved **Subcontractor** in accordance with this Article 17.

17.10 The **Contractor** shall be responsible for ensuring that all **Subcontractors** performing **Work** at the **Site** maintain all insurance required by **Law**.

17.11 The **Contractor** shall promptly, upon request, file with the **Engineer** a conformed copy ofthe subcontract and its cost. The subcontract shall provide the following:

17.11.1 Payment to **Subcontractors**: The agreement between the **Contractor** and its **Subcontractor** shall contain the same terms and conditions as to method of payment for **Work**, labor, and materials, and as to retained percentages, as are contained in this **Contract**.

17.11.2 Prevailing Rate of Wages: The agreement between the **Contractor** and its **Subcontractor** shall include the prevailing wage rates and supplemental benefits to be paid in accordance with Labor Law Section 220.

17.11.3 Section 6-123 of the Administrative Code: Pursuant to the requirements of Section 6-123 of the Administrative Code, every agreement between the **Contractor** and a **Subcontractor** in excess of fifty thousand ($50,000) dollars shall include a provision that the **Subcontractor** shall not engage in any unlawful discriminatory practice as defined in Title VIII of the Administrative Code (Section 8-101 *et seq*.).

17.11.4 All requirements required pursuant to federal and/or state grant agreement(s), if applicable to the **Work**.

17.12 The **Commissioner** may deduct from the amounts certified under this **Contract** to be due to the **Contractor**, the sum or sums due and owing from the **Contractor** to the **Subcontractors** according to the terms of the said subcontracts, and in case of dispute between the **Contractor** and its **Subcontractor**, or **Subcontractors**, as to the amount due and owing, the **Commissioner** may deduct and withhold from the amounts certified under this **Contract** to be due to the **Contractor** such sum or sums as may be claimed by such **Subcontractor**, or **Subcontractors**, in a sworn affidavit, to be due and owing until such time as such claim or claims shall have been finally resolved.

17.13 On contracts where performance bonds and payment bonds are executed, the **Contractor** shall include on each requisition for payment the following data: **Subcontractor's** name, value of the subcontract, total amount previously paid to **Subcontractor** for **Work** previously requisitioned, and the amount, including retainage, to be paid to the **Subcontractor** for **Work** included in the requisition.

17.14 On **Contracts** where performance bonds and payment bonds are not executed, the **Contractor** shall include with each requisition for payment submitted hereunder, a signed statement from each and every **Subcontractor** and/or **Materialman** for whom payment is requested in such requisition. Such signed statement shall be on the letterhead of the **Subcontractor** and/or **Materialman** for whom payment is requested and shall (i) verify that such **Subcontractor** and/or **Materialman** has been paid in full for all **Work** performed and/or material supplied to date, exclusive of any amount retained and any amount included on the current requisition, and (ii) state the total amount of retainage to date, exclusive of any amount retained on the current requisition.

ARTICLE 18. ASSIGNMENTS

18.1 The **Contractor** shall not assign, transfer, convey or otherwise dispose of this **Contract**, or the right to execute it, or the right, title or interest in or to it or any part thereof, or assign, by power of attorney or otherwise any of the monies due or to become due under this **Contract**, unless the previous written consent of the **Commissioner** shall first be obtained thereto, and the giving of any such consent to a particular assignment shall not dispense with the necessity of such consent to any further or other assignments.

18.2 Such assignment, transfer, conveyance or other disposition of this **Contract** shall not be valid until filed in the office of the **Commissioner** and the **Comptroller**, with the written consent of the **Commissioner** endorsed thereon or attached thereto.

18.3 Failure to obtain the previous written consent of the **Commissioner** to such an assignment,

transfer, conveyance or other disposition, may result in the revocation and annulment of this **Contract**. The **City** shall thereupon be relieved and discharged from any further liability to the **Contractor**, its assignees, transferees or sublessees, who shall forfeit and lose all monies therefor earned under the **Contract**, except so much as may be required to pay the **Contractor's** employees.

18.4 The provisions of this clause shall not hinder, prevent, or affect an assignment by the **Contractor** for the benefit of its creditors made pursuant to the **Laws** of the State of New York.

18.5 This **Contract** may be assigned by the **City** to any corporation, agency or instrumentality having authority to accept such assignment.

CHAPTER V: CONTRACTOR'S SECURITY AND GUARANTEE

ARTICLE 19. SECURITY DEPOSIT

19.1 If performance and payment bonds are required, the **City** shall retain the bid security to ensure that the successful bidder executes the **Contract** and furnishes the required payment and performance security within ten (10) **Days** after notice of the award of the **Contract**. If the successful bidder fails to execute the **Contract** and furnish the required payment and performance security, the **City** shall retain such bid security as set forth in the Information for Bidders. If the successful bidder executes the **Contract** and furnishes the required payment and performance security, the **City** shall return the bid security within a reasonable time after the furnishing of such bonds and execution of the **Contract** by the **City**.

19.2 If performance and payment bonds are not required, the bid security shall be retained by the **City** as security for the **Contractor**'s faithful performance of the **Contract**. If partial payments are provided, the bid security will be returned to the **Contractor** after the sum retained under Article 21 equals the amount of the bid security, subject to other provisions of this **Contract**. If partial payments are not provided, the bid security will be released when final payment is certified by the **City** for payment.

19.3 If the **Contractor** is declared in default under Article 48 prior to the return of the deposit, or if any claim is made such as referred to in Article 23, the amount of such deposit, or so much thereof as the **Comptroller** may deem necessary, may be retained and then applied by the **Comptroller**:

19.3.1 To compensate the **City** for any expense, loss or damage suffered or incurred by reason of or resulting from such default, including the cost of re-letting and liquidated damages; or

19.3.2 To indemnify the **City** against any and all claims.

ARTICLE 20. PAYMENT GUARANTEE

20.1 On **Contracts** where one hundred (100%) percent performance bonds and payment bonds are executed, this Article 20 does not apply.

20.2 In the event the terms of this **Contract** do not require the **Contractor** to provide a payment bond or where the **Contract** does not require a payment bond for one hundred (100%) percent of the **Contract** price, the **City** shall, in accordance with the terms of this Article 20, guarantee payment of all lawful claims for:

20.2.1 Wages and compensation for labor performed and/or services rendered; and

20.2.2 Materials, equipment, and supplies provided, whether incorporated into the **Work** or not, when demands have been filed with the **City** as provided hereinafter by any person, firm, or corporation which furnished labor, material, equipment, supplies, or any combination thereof, in connection with the **Work** performed hereunder (hereinafter referred to as the "beneficiary") at the direction of the **City** or the **Contractor**.

20.3 The provisions of Article 20.2 are subject to the following limitations and conditions:

20.3.1 If the **Contractor** provides a payment bond for a value that is less than one hundred (100%) percent of the value of the **Contract Work**, the payment bond provided by the **Contractor** shall be primary (and non-contributing) to the payment guarantee provided under this Article 20.

20.3.2 The guarantee is made for the benefit of all beneficiaries as defined in Article 20.2 provided that those beneficiaries strictly adhere to the terms and conditions of Article 20.3.4 and 20.3.5.

20.3.3 Nothing in this Article 20 shall prevent a beneficiary providing labor, services or material for the **Work** from suing the **Contractor** for any amounts due and owing the beneficiary by the **Contractor**.

20.3.4 Every person who has furnished labor or material, to the **Contractor** or to a **Subcontractor** of the **Contractor**, in the prosecution of the **Work** and who has not been paid in full therefor before the expiration of a period of ninety (90) **Days** after the date on which the last of the labor was performed or material was furnished by him/her for which the claim is made, shall have the right to sue on this payment guarantee in his/her own name for the amount, or the balance thereof, unpaid at the time of commencement of the action; provided, however, that a person having a direct contractual relationship with a **Subcontractor** of the **Contractor** but no contractual relationship express or implied with the **Contractor** shall not have a right of action upon the guarantee unless he/she shall have given written notice to the **Contractor** within one hundred twenty (120) **Days** from the date on which the last of the labor was performed or the last of the material was furnished, for which his/her claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the material was furnished or for whom the labor was performed. The notice shall be served by delivering the same personally to the **Contractor** or by mailing the same by registered mail, postage prepaid, in an envelope addressed to the **Contractor** at any place where it maintains an office or conducts its business; provided, however, that where such notice is actually received by the **Contractor** by other means, such notice shall be deemed sufficient.

20.3.5 Except as provided in Labor Law Section 220-g, no action on this payment guarantee shall be commenced after the expiration of the one-year limitations period set forth in Section 137(4)(b) of the State Finance Law.

20.3.6 The **Contractor** shall promptly forward to the **City** any notice or demand received pursuant to Article 20.3.4. The **Contractor** shall inform the **City** of any defenses to the notice or demand and shall forward to the **City** any documents the **City** requests concerning the notice or demand.

20.3.7 All demands made against the **City** by a beneficiary of this payment guarantee shall be presented to the **Engineer** along with all written documentation concerning the demand which the **Engineer** deems reasonably appropriate or necessary, which may include, but shall not be

limited to: the subcontract; any invoices presented to the **Contractor** for payment; the notarized statement of the beneficiary that the demand is due and payable, that a request for payment has been made of the **Contractor** and that the demand has not been paid by the **Contractor** within the time allowed for such payment by the subcontract; and copies of any correspondence between the beneficiary and the **Contractor** concerning such demand. The **City** shall notify the **Contractor** that a demand has been made. The **Contractor** shall inform the **City** of any defenses to the demand and shall forward to the **City** any documents the **City** requests concerning the demand.

20.3.8 The **City** shall make payment only if, after considering all defenses presented by the **Contractor**, it determines that the payment is due and owing to the beneficiary making the demand.

20.3.9 No beneficiary shall be entitled to interest from the **City**, or to any other costs, including, but not limited to, attorneys' fees, except to the extent required by State Finance Law Section 137.

20.3.10

20.4 Upon the receipt by the **City** of a demand pursuant to this Article 20, the **City** may withhold from any payment otherwise due and owing to the **Contractor** under this **Contract** an amount sufficient to satisfy the demand.

20.4.1 In the event the **City** determines that the demand is valid, the **City** shall notify the **Contractor** of such determination and the amount thereof and direct the **Contractor** to immediately pay such amount to the beneficiary. In the event the **Contractor**, within seven (7) **Days** of receipt of such notification from the **City**, fails to pay the beneficiary, such failure shall constitute an automatic and irrevocable assignment of payment by the **Contractor** to the beneficiary for the amount of the demand determined by the **City** to be valid. The **Contractor**, without further notification or other process, hereby gives its unconditional consent to such assignment of payment to the beneficiary and authorizes the **City**, on its behalf, to take all necessary actions to implement such assignment of payment, including without limitation the execution of any instrument or documentation necessary to effectuate such assignment.

20.4.2 In the event that the amount otherwise due and owing to the **Contractor** by the **City** is insufficient to satisfy such demand, the **City** may, at its option, require payment from the **Contractor** of an amount sufficient to cover such demand and exercise any other right to require or recover payment which the **City** may have under **Law** or **Contract**.

20.4.3 In the event the **City** determines that the demand is invalid, any amount withheld pending the **City**'s review of such demand shall be paid to the **Contractor**; provided, however, no lien has been filed. In the event a claim or an action has been filed, the terms and conditions set forth in Article 23 shall apply. In the event a lien has been filed, the parties will be governed by the provisions of the Lien Law of the State of New York.

20.5 The provisions of this Article 20 shall not prevent the **City** and the **Contractor** from resolving disputes in accordance with the **PPB** Rules, where applicable.

20.6 In the event the **City** determines that the beneficiary is entitled to payment pursuant to this Article 20, such determination and any defenses and counterclaims raised by the **Contractor** shall be taken into account in evaluating the **Contractor's** performance.

20.7 Nothing in this Article 20 shall relieve the **Contractor** of the obligation to pay the claims of all

persons with valid and lawful claims against the **Contractor** relating to the **Work**.

20.8 The **Contractor** shall not require any performance, payment or other bonds of any **Subcontractor** if this **Contract** does not require such bonds of the **Contractor**.

20.9 The payment guarantee made pursuant to this Article 20 shall be construed in a manner consistent with Section 137 of the State Finance Law and shall afford to persons furnishing labor or materials to the **Contractor** or its **Subcontractors** in the prosecution of the **Work** under this **Contract** all of the rights and remedies afforded to such persons by such section, including but not limited to, the right to commence an action against the **City** on the payment guarantee provided by this Article 20 within the one-year limitations period set forth in Section 137(4)(b).

ARTICLE 21. RETAINED PERCENTAGE

21.1 If this **Contract** requires one hundred (100%) percent performance and payment security, then as further security for the faithful performance of this **Contract**, the **Commissioner** shall deduct, and retain until the substantial completion of the **Work**, five (5%) percent of the value of **Work** certified for payment in each partial payment voucher.

21.2 If this **Contract** does not require one hundred (100%) percent performance and payment security and if the price for which this **Contract** was awarded does not exceed one million ($1,000,000) dollars, then as further security for the faithful performance of this **Contract**, the **Commissioner** shall deduct, and retain until the substantial completion of the **Work**, five (5%) percent of the value of **Work** certified for payment in each partial payment voucher.

21.3 If this **Contract** does not require one hundred (100%) percent performance and payment security and if the price for which this **Contract** was awarded exceeds one million ($1,000,000) dollars, then as further security for the faithful performance of this **Contract,** the **Commissioner** shall deduct, and retain until the substantial completion of the **Work**, up to ten (10%) percent of the value of **Work** certified for payment in each partial payment voucher. The percentage to be retained is set forth in Schedule A of the General Conditions.

ARTICLE 22. INSURANCE

22.1 Types of Insurance: The **Contractor** shall procure and maintain the following types of insurance if, and as indicated, in Schedule A of the General Conditions (with the minimum limits and special conditions specified in Schedule A). Such insurance shall be maintained from the date the **Contractor** is required to provide Proof of Insurance pursuant to Article 22.3.1 through the date of completion of all required **Work** (including punch list work as certified in writing by the **Resident Engineer**), except for insurance required pursuant to Article 22.1.4, which may terminate upon **Substantial Completion** of the **Contract**. All insurance shall meet the requirements set forth in this Article 22. Wherever this Article requires that insurance coverage be "at least as broad" as a specified form (including all ISO forms), there is no obligation that the form itself be used, provided that the **Contractor** can demonstrate that the alternative form or endorsement contained in its policy provides coverage at least as broad as the specified form.

22.1.1 Commercial General Liability Insurance: The **Contractor** shall provide Commercial General Liability Insurance covering claims for property damage and/or bodily injury, including death, which may arise from any of the operations under this **Contract**. Coverage under this insurance shall be at least as broad as that provided by the latest edition of Insurance

Services Office ("ISO") Form CG 0001. Such insurance shall be "occurrence" based rather than "claims-made" and include, without limitation, the following types of coverage: premises operations; products and completed operations; contractual liability (including the tort liability of another assumed in a contract); broad form property damage; independent contractors; explosion, collapse and underground (XCU); construction means and methods; and incidental malpractice. Such insurance shall contain a "per project" aggregate limit, as specified in Schedule A, that applies separately to operations under this **Contract**.

22.1.1(a) Such Commercial General Liability Insurance shall name the **City** as an Additional Insured. Coverage for the City shall specifically include the **City's** officials and employees, be at least as broad as the latest edition of ISO Form CG 20 10 and provide completed operations coverage at least as broad as the latest edition of ISO Form CG 20 37.

22.1.1(b) Such Commercial General Liability Insurance shall name all other entities designated as additional insureds in Schedule A but only for claims arising from the **Contractor's** operations under this **Contract**, with coverage at least as broad as the latest edition of ISO Form CG 20 26.

22.1.1(c) If the **Work** requires a permit from the Department of Buildings pursuant to 1 RCNY Section 101-08, the **Contractor** shall provide Commercial General Liability Insurance with limits of at least those required by 1 RCNY section 101-08 or greater limits required by the Agency in accordance with Schedule A. If the **Work** does not require such a permit, the minimum limits shall be those provided for in Schedule A.

22.1.1(d) If any of the **Work** includes repair of a waterborne vessel owned by or to be delivered to the **City**, such Commercial General Liability shall include, or be endorsed to include, Ship Repairer's Legal Liability Coverage to protect against, without limitation, liability arising from navigation of such vessels prior to delivery to and acceptance by the **City**.

22.1.2 Workers' Compensation Insurance, Employers' Liability Insurance, and Disability Benefits Insurance: The **Contractor** shall provide, and shall cause its **Subcontractors** to provide, Workers Compensation Insurance, Employers' Liability Insurance, and Disability Benefits Insurance in accordance with the **Laws** of the State of New York on behalf of all employees providing services under this **Contract** (except for those employees, if any, for which the **Laws** require insurance only pursuant to Article 22.1.3).

22.1.3 United States Longshoremen's and Harbor Workers Act and/or Jones Act Insurance: If specified in Schedule A of the General Conditions or if required by **Law**, the **Contractor** shall provide insurance in accordance with the United States Longshoremen's and Harbor Workers Act and/or the Jones Act, on behalf of all qualifying employees providing services under this **Contract**.

22.1.4 Builders Risk Insurance: If specified in Schedule A of the General Conditions, the **Contractor** shall provide Builders Risk Insurance on a completed value form for the total value of the **Work** through **Substantial Completion** of the **Work** in its entirety. Such insurance shall be provided on an All Risk basis and include coverage, without limitation, for windstorm (including named windstorm), storm surge, flood and earth movement. Unless waived by the **Commissioner**, it shall include coverage for ordinance and law, demolition and increased costs of construction, debris removal, pollutant clean up and removal, and expediting costs. Such insurance shall cover, without limitation, (a) all buildings and/or structures involved in the

Work, as well as temporary structures at the **Site**, and (b) any property that is intended to become a permanent part of such building or structure, whether such property is on the **Site**, in transit or in temporary storage. Policies shall name the **Contractor** as Named Insured and list the **City** as both an Additional Insuredand a Loss Payee as its interest may appear.

22.1.4(a) Policies of such insurance shall specify that, in the event a loss occurs at an occupied facility, occupancy of such facility is permitted without the consent of the issuing insurance company.

22.1.4(b) Such insurance may be provided through an Installation Floater, at the **Contractor's** option, if it otherwise conforms with the requirements of this Article 22.1.4.

22.1.5 Commercial Automobile Liability Insurance: The **Contractor** shall provide Commercial Automobile Liability Insurance for liability arising out of ownership, maintenance or use of any owned (if any), non-owned and hired vehicles to be used in connection with this **Contract**. Coverage shall be at least as broad as the latest edition of ISO Form CA0001. If vehicles are used for transporting hazardous materials, the Automobile Liability Insurance shall be endorsed to provide pollution liability broadened coverage for covered vehicles (endorsement CA 99 48) as well as proof of MCS 90.

22.1.6 Contractors Pollution Liability Insurance: If specified in Schedule A of the General Conditions, the **Contractor** shall maintain, or cause the **Subcontractor** doing such **Work**to maintain, Contractors Pollution Liability Insurance covering bodily injury and property damage. Such insurance shall provide coverage for actual, alleged or threatened emission, discharge, dispersal, seepage, release or escape of pollutants (including asbestos), including any loss, cost or expense incurred as a result of any cleanup of pollutants (including asbestos) or in the investigation, settlement or defense of any claim, action, or proceedings arising from the operations under this **Contract**. Such insurance shall be in the **Contractor's** name and list the **City** as an Additional Insured and any other entity specified in Schedule A. Coverage shall include, without limitation, (a) loss of use of damaged property or of property that has not been physically injured, (b) transportation, and (c) non- owned disposal sites.

22.1.6(a) Coverage for the **City** as Additional Insured shall specifically include the **City's** officials and employees and be at least as broad as provided to the **Contractor** for this **Project**.

22.1.6(b) If such insurance is written on a claims-made policy, such policy shall have a retroactive date on or before the effective date of this **Contract**, and continuous coverage shall be maintained, or an extended discovery period exercised, for a period of not less than three (3) years from the time the **Work** under this **Contract** is completed.

22.1.7 Marine Insurance:

22.1.7(a) Marine Protection and Indemnity Insurance: If specified in Schedule A of the General Conditions or if the **Contractor** engages in marine operations in the execution of any part of the **Work**, the **Contractor** shall maintain, or cause the**Subcontractor** doing such Work to maintain, Marine Protection and Indemnity Insurance with coverage at least as broad as Form SP-23. The insurance shall provide coverage for the **Contractor** or **Subcontractor** (whichever is doing this **Work**) and for the **City** (together with its officials and employees) and any other entity specified in Schedule A as an Additional Insured for bodily injury and property damage arising from marine operations under this

Contract. Coverage shall include, without limitation, injury or death of crew members (if not fully provided through other insurance), removal of wreck, damage to piers, wharves and other fixed or floating objects and loss of or damage to any other vessel or craft, or to property on such other vessel or craft.

22.1.7(b) Hull and Machinery Insurance: If specified in Schedule A of the General Conditions or if the **Contractor** engages in marine operations in the execution of any part of the **Work**, the **Contractor** shall maintain, or cause the **Subcontractor** doing such **Work** to maintain, Hull and Machinery Insurance with coverage for the **Contractor** or **Subcontractor** (whichever is doing this Work) and for the **City** (together with its officials and employees) as Additional Insured at least as broad as the latest edition of American Institute Tug Form for all tugs used under this **Contract** and Collision Liability at least as broad as the latest edition of American Institute Hull Clauses.

22.1.7(c) Marine Pollution Liability Insurance: If specified in Schedule A of the General Conditions or if the **Contractor** engages in marine operations in the execution of any part of the **Work**, the **Contractor** shall maintain, or cause the **Subcontractor** doing such Work to maintain, Marine Pollution Liability Insurance covering itself (or the Subcontractor doing such Work) as Named Insured and the **City** (together with its officials and employees) and any other entity specified in Schedule A as an Additional Insured. Coverage shall be at least as broad as that provided by the latest edition of Water Quality Insurance Syndicate Form and include, without limitation, liability arising from the discharge or substantial threat of a discharge of oil, or from the release or threatened release of a hazardous substance including injury to, or economic losses resulting from, the destruction of or damage to real property, personal property or natural resources.

22.1.8 The **Contractor** shall provide such other types of insurance, at such minimum limits and with such conditions, as are specified in Schedule A of the General Conditions.

22.2 General Requirements for Insurance Coverage and Policies:

22.2.1 All required insurance policies shall be maintained with companies that may lawfully issue the required policy and have an A.M. Best rating of at least A-/VII or a Standard and Poor's rating of at least A, unless prior written approval is obtained from the **City** Corporation Counsel.

22.2.2 The **Contractor** shall be solely responsible for the payment of all premiums for all required policies and all deductibles and self-insured retentions to which such policies are subject, whether or not the **City** is an insured under the policy.

22.2.3 In his/her sole discretion, the **Commissioner** may, subject to the approval of the **Comptroller** and the **City** Corporation Counsel, accept Letters of Credit and/or custodial accounts in lieu of required insurance.

22.2.4 The **City's** limits of coverage for all types of insurance required pursuant to Schedule A of the General Conditions shall be the greater of (i) the minimum limits set forth in Schedule A or (ii) the limits provided to the **Contractor** as Named Insured under all primary, excess, and umbrella policies of that type of coverage.

22.2.5 The **Contractor** may satisfy its insurance obligations under this Article 22 through primary policies or a combination of primary and excess/umbrella policies, so long as all policies provide the scope of coverage required herein.

22.2.6 Policies of insurance provided pursuant to this Article 22 shall be primary and non-contributing to any insurance or self-insurance maintained by the **City**.

22.3 Proof of Insurance:

22.3.1 For all types of insurance required by Article 22.1 and Schedule A, except for insurance required by Articles 22.1.4 and 22.1.7, the **Contractor** shall file proof of insurance in accordance with this Article 22.3 within ten (10) **Days** of award. For insurance provided pursuant to Articles 22.1.4 and 22.1.7, proof shall be filed by a date specified by the **Commissioner** or ten (10) **Days** prior to the commencement of the portion of the **Work** covered by such policy, whichever is earlier.

22.3.2 For Workers' Compensation Insurance provided pursuant to Article 22.1.2, the **Contractor** shall submit one of the following forms: C-105.2 Certificate of Workers' Compensation Insurance; U-26.3 - State Insurance Fund Certificate of Workers' Compensation Insurance; Request for WC/DB Exemption (Form CE-200); equivalent or successor forms used by the New York State Workers' Compensation Board; or other proof of insurance in a form acceptable to the **Commissioner**. For Disability Benefits Insurance provided pursuant to Article 22.1.2, the Contractor shall submit DB-120.1 - Certificate Of Insurance Coverage Under The NYS Disability Benefits Law, Request for WC/DB Exemption (Form CE-200); equivalent or successor forms used by the New York State Workers' Compensation Board; or other proof of insurance in a form acceptable to the **Commissioner**. ACORD forms are not acceptable.

22.3.3 For policies provided pursuant to all of Article 22.1 other than Article 22.1.2, the **Contractor** shall submit one or more Certificates of Insurance on forms acceptable to the **Commissioner**. All such Certificates of Insurance shall certify (a) the issuance and effectiveness of such policies of insurance, each with the specified minimum limits (b) for insurance secured pursuant to Article 22.1.1 that the **City** and any other entity specified in Schedule A is an Additional Insured thereunder; (c) in the event insurance is required pursuant to Article 22.1.6 and/or Article 22.1.7, that the City is an Additional Insured thereunder; (d) the company code issued to the insurance company by the National Association of Insurance Commissioners (the NAIC number); and (e) the number assigned to the **Contract** by the **City**. All such Certificates of Insurance shall be accompanied by either a duly executed "Certification by Insurance Broker or Agent" in the form contained in Part III of Schedule A or copies of all policies referenced in such Certificate of Insurance as certified by an authorized representative of the issuing insurance carrier. If any policy is not available at the time of submission, certified binders may be submitted until such time as the policy is available, at which time a certified copy of the policy shall be submitted.

22.3.4 Documentation confirming renewals of insurance shall be submitted to the **Commissioner** prior to the expiration date of coverage of policies required under this **Contract**. Such proofs of insurance shall comply with the requirements of Articles 22.3.2 and 22.3.3.

22.3.5 The **Contractor** shall be obligated to provide the **City** with a copy of any policy of insurance provided pursuant to this Article 22 upon the demand for such policy by the **Commissioner** or the **City** Corporation Counsel.

22.4 Operations of the **Contractor**:

22.4.1 The **Contractor** shall not commence the **Work** unless and until all required certificates have been submitted to and accepted by the **Commissioner**. Acceptance by the

Commissioner of a certificate does not excuse the **Contractor** from securing insurance consistent with all provisions of this Article 22 or of any liability arising from its failure todo so.

22.4.2 The **Contractor** shall be responsible for providing continuous insurance coverage in the manner, form, and limits required by this **Contract** and shall be authorized to perform **Work** only during the effective period of all required coverage.

22.4.3 In the event that any of the required insurance policies lapse, are revoked, suspended or otherwise terminated, for whatever cause, the **Contractor** shall immediately stop all **Work**, and shall not recommence **Work** until authorized in writing to do so by the **Commissioner**. Upon quitting the **Site**, except as otherwise directed by the **Commissioner**, the **Contractor** shall leave all plant, materials, equipment, tools, and supplies on the **Site**. **Contract** time shall continue to run during such periods and no extensions of time will be granted. The **Commissioner** may also declare the **Contractor** in default for failure to maintain required insurance.

22.4.4 In the event the **Contractor** receives notice, from an insurance company or other person, that any insurance policy required under this Article 22 shall be cancelled or terminated (or has been cancelled or terminated) for any reason, the **Contractor** shall immediately forward a copy of such notice to both the **Commissioner** and the New York City Comptroller, attn: Office of Contract Administration, Municipal Building, One Centre Street, room 1005, New York, New York 10007. Notwithstanding the foregoing, the**Contractor** shall ensure that there is no interruption in any of the insurance coverage required under this Article 22.

22.4.5 Where notice of loss, damage, occurrence, accident, claim or suit is required under an insurance policy maintained in accordance with this Article 22, the **Contractor** shall notify in writing all insurance carriers that issued potentially responsive policies of any such event relating to any operations under this **Contract** (including notice to Commercial General Liability insurance carriers for events relating to the **Contractor**'s own employees) no later than 20 days after such event. For any policy where the **City** is an Additional Insured, such notice shall expressly specify that "this notice is being given on behalf of the City of New York as Insured as well as the Named Insured." Such notice shall also contain the following information: the number of the insurance policy, the name of the named insured, the date and location of the damage, occurrence, or accident, and the identity of the persons or things injured, damaged or lost. The **Contractor** shall simultaneously send a copy of such notice to the City of New York c/o Insurance Claims Specialist, Affirmative Litigation Division, New York City Law Department, 100 Church Street, New York, New York 10007.

22.4.6 In the event of any loss, accident, claim, action, or other event that does or can give rise to a claim under any insurance policy required under this Article 22, the **Contractor** shall at all times fully cooperate with the **City** with regard to such potential or actual claim.

22.5 **Subcontractor** Insurance: In the event the **Contractor** requires any **Subcontractor** to procure insurance with regard to any operations under this **Contract** and requires such **Subcontractor** to name the **Contractor** as an **Additional Insured** thereunder, the **Contractor** shall ensure that the **Subcontractor** name the **City**, including its officials and employees, as an Additional Insured with coverage at least as broad as the most recent edition of ISO Form CG 20 26.

22.6 Wherever reference is made in Article 7 or this Article 22 to documents to be sent to the **Commissioner** (e.g., notices, filings, or submissions), such documents shall be sent to the address set forth in Schedule A of the General Conditions. In the event no address is set forth in Schedule A, such documents

are to be sent to the **Commissioner's** address as provided elsewhere in this **Contract**.

22.7 Apart from damages or losses covered by insurance provided pursuant to Articles 22.1.2, 22.1.3, or 22.1.5, the **Contractor** waives all rights against the **City**, including its officials and employees, for any damages or losses that are covered under any insurance required under this Article 22 (whether or not such insurance is actually procured or claims are paid thereunder) or any other insurance applicableto the operations of the **Contractor** and/or its employees, agents, or **Subcontractors**.

22.8 In the event the **Contractor** utilizes a self-insurance program to satisfy any of the requirements of this Article 22, the **Contractor** shall ensure that any such self-insurance program provides the **City** with all rights that would be provided by traditional insurance under this Article 22, including but not limited to the defense and indemnification obligations that insurers are required to undertake in liability policies.

22.9 Materiality/Non-Waiver: The **Contractor's** failure to secure policies in complete conformity with this Article 22, or to give an insurance company timely notice of any sort required in this **Contract** or to do anything else required by this Article 22 shall constitute a material breach of this **Contract**. Such breach shall not be waived or otherwise excused by any action or inaction by the **City** at any time.

22.10 Pursuant to General Municipal Law Section 108, this **Contract** shall be void and of no effect unless **Contractor** maintains Workers' Compensation Insurance for the term of this **Contract** tothe extent required and in compliance with the New York State Workers' Compensation Law.

22.11 Other Remedies: Insurance coverage provided pursuant to this Article 22 or otherwise shall not relieve the **Contractor** of any liability under this **Contract**, nor shall it preclude the **City** from exercising any rights or taking such other actions available to it under any other provisions of this **Contract** or **Law**.

ARTICLE 23. MONEY RETAINED AGAINST CLAIMS

23.1 If any claim shall be made by any person or entity (including **Other Contractors** with the **City** on this **Project**) against the **City** or against the **Contractor** and the **City** for any of the following:

(a) An alleged loss, damage, injury, theft or vandalism of any of the kinds referred to in Articles 7 and 12, plus the reasonable costs of defending the **City**, which in the opinion of the **Comptroller** may not be paid by an insurance company (for any reason whatsoever);or

(b) An infringement of copyrights, patents or use of patented articles, tools, etc., asreferred to in Article 57; or

(c) Damage claimed to have been caused directly or indirectly by the failure of the **Contractor** to perform the **Work** in strict accordance with this **Contract,**

the amount of such claim, or so much thereof as the **Comptroller** may deem necessary, may be withheld by the **Comptroller**, as security against such claim, from any money due hereunder. The **Comptroller**, in his/her discretion, may permit the **Contractor** to substitute other satisfactory security in lieu of the monies so withheld.

23.2 If an action on such claim is timely commenced and the liability of the **City**, or the **Contractor**,

or both, shall have been established therein by a final judgment of a court of competent jurisdiction, or if such claim shall have been admitted by the **Contractor** to be valid, the **Comptroller** shall pay such judgment or admitted claim out of the monies retained by the **Comptroller** under the provisions of this Article 23, and return the balance, if any, without interest, to the **Contractor**.

ARTICLE 24. MAINTENANCE AND GUARANTY

24.1 The **Contractor** shall promptly repair, replace, restore or rebuild, as the **Commissioner** may determine, any finished **Work** in which defects of materials or workmanship may appear or to which damage may occur because of such defects, during the one (1) year period subsequent to the date of **Substantial Completion** (or use and occupancy in accordance with Article 16), except where other periods of maintenance and guaranty are provided for in Schedule A.

24.2 As security for the faithful performance of its obligations hereunder, the **Contractor**, upon filing its requisition for payment on **Substantial Completion**, shall deposit with the **Commissioner** a sum equal to one (1%) percent of the price (or the amount fixed in Schedule A of the General Conditions) in cash or certified check upon a state or national bank and trust company or a check of such bank and trust company signed by a duly authorized officer thereof and drawn to the order of the **Comptroller**, or obligations of the **City**, which the **Comptroller** may approve as of equal value with the sum so required.

24.3 In lieu of the above, the **Contractor** may make such security payment to the **City** byauthorizing the **Commissioner** in writing to deduct the amount from the **Substantial Completion** payment which shall be deemed the deposit required above.

24.4 If the **Contractor** has faithfully performed all of its obligations hereunder the **Commissioner** shall so certify to the **Comptroller** within five (5) **Days** after the expiration of one (1) year from the date of **Substantial Completion** and acceptance of the **Work** or within thirty (30) **Days** after the expirationof the guarantee period fixed in the **Specifications**. The security payment shall be repaid to the **Contractor** without interest within thirty (30) **Days** after certification by the **Commissioner** to the **Comptroller** that the **Contractor** has faithfully performed all of its obligations hereunder.

24.5 Notice by the **Commissioner** to the **Contractor** to repair, replace, rebuild or restore such defective or damaged **Work** shall be timely, pursuant to this article, if given not later than ten (10) **Days** subsequent to the expiration of the one (1) year period or other periods provided for herein.

24.6 If the **Contractor** shall fail to repair, replace, rebuild or restore such defective or damaged **Work** promptly after receiving such notice, the **Commissioner** shall have the right to have the **Work** done by others in the same manner as provided for in the completion of a defaulted **Contract**, under Article 51.

24.7 If the security payment so deposited is insufficient to cover the cost of such **Work**, the **Contractor** shall be liable to pay such deficiency on demand by the **Commissioner**.

24.8 The **Engineer's** certificate setting forth the fair and reasonable cost of repairing, replacing, rebuilding or restoring any damaged or defective **Work** when performed by one other than the **Contractor**, shall be binding and conclusive upon the **Contractor** as to the amount thereof.

24.9 The **Contractor** shall obtain all manufacturers' warranties and guaranties of all equipment and materials required by this **Contract** in the name of the **City** and shall deliver same to the **Commissioner**. All of the **City's** rights and title and interest in and to said manufacturers' warranties and guaranties may be assigned by the **City** to any subsequent purchasers of such equipment and materials or lessees of the

premises into which the equipment and materials have been installed.

CHAPTER VI: CHANGES, EXTRA WORK, AND DOCUMENTATION OF CLAIM

ARTICLE 25. CHANGES

25.1 Changes may be made to this **Contract** only as duly authorized in writing by the **Commissioner** in accordance with the **Law** and this **Contract**. All such changes, modifications, and amendments will become a part of the **Contract**. **Work** so ordered shall be performed by the **Contractor**.

25.2 **Contract** changes will be made only for **Work** necessary to complete the **Work** included inthe original scope of the **Contract** and/or for non-material changes to the scope of the **Contract**.Changes are not permitted for any material alteration in the scope of **Work** in the **Contract**.

25.3 The **Contractor** shall be entitled to a price adjustment for **Extra Work** performed pursuant toa written change order. Adjustments to price shall be computed in one or more of the following ways:

25.3.1 By applicable unit prices specified in the **Contract**; and/or

25.3.2 By agreement of a fixed price; and/or

25.3.3 By time and material records; and/or

25.3.4 In any other manner approved by the **CCPO**.

25.4 All payments for change orders are subject to pre-audit by the **Engineering Audit Officer** and may be post-audited by the **Comptroller** and/or the **Agency**.

ARTICLE 26. METHODS OF PAYMENT FOR OVERRUNS AND EXTRA WORK

26.1 Overrun of Unit Price Item: An overrun is any quantity of a unit price item which the **Contractor** is directed to provide which is in excess of one hundred twenty-five (125%) percent of the estimated quantity for that item set forth in the bid schedule.

26.1.1 For any unit price item, the **Contractor** will be paid at the unit price bid for any quantity up to one hundred twenty-five (125%) percent of the estimated quantity for that item set forth in the bid schedule. If during the progress of the **Work**, the actual quantity of any unit price item required to complete the **Work** approaches the estimated quantity forthat item, and for any reason it appears that the actual quantity of any unit price item necessary to complete the **Work** will exceed the estimated quantity for that item by twenty- five (25%) percent, the **Contractor** shall immediately notify the **Engineer** of such anticipated overrun. The **Contractor** shall not be compensated for any quantity of a unit price item provided which is in excess of one hundred twenty-five (125%) percent of the estimated quantity for that item set forth in the bid schedule without written authorization from the **Engineer**.

26.1.2 If the actual quantity of any unit price item necessary to complete the **Work** will exceed one hundred twenty five (125%) percent of the estimated quantity for that item set forth in the bid schedule, the **City** reserves the right and the **Contractor** agrees to negotiate a new unit price for such item. In no event shall such negotiated new unit price exceed the unit bid price. If the **City** and **Contractor** cannot agree on a new unit price, then the **City** shall order the **Contractor** and the **Contractor** agrees to provide additional quantities of the item on the

basis of time and material records for the actual and reasonable cost as determined under Article 26.2, but in no event at a unit price exceeding the unit price bid.

26.2 **Extra Work:** For **Extra Work** where payment is by agreement on a fixed price in accordance with Article 25.3.2, the price to be paid for such **Extra Work** shall be based on the fair and reasonable estimated cost of the items set forth below. For **Extra Work** where payment is based on time and material records in accordance with Article 25.3.3, the price to be paid for such **Extra Work** shall be the actual and reasonable cost of the items set forth below, calculated in accordance with the formula specified therein, if any.

26.2.1 Necessary materials (including transportation to the **Site**); plus

26.2.2 Necessary direct labor, including payroll taxes (subject to statutory wage caps) and supplemental benefits; plus

26.2.3 Sales and personal property taxes, if any, required to be paid on materials not incorporated into such **Extra Work**; plus

26.2.4 Reasonable rental value of **Contractor**-owned (or **Subcontractor**-owned, as applicable), necessary plant and equipment other than **Small Tools**, plus fuel/energy costs. Except for fuel costs for pick-up trucks which shall be reimbursed based on a consumption of five (5) gallons per shift, fuel costs shall be reimbursed based on actual costs or, in the absence of auditable documentation, the following fuel consumption formula per operating hour: (.035) x (HP rating) x (Fuel cost/gallon). Reasonable rental value is defined as the lower of either seventy-five percent of the monthly prorated rental rates established in "The AED Green Book, Rental Rates and Specifications for Construction Equipment" published by Equipment Watch (the "Green Book"), or seventy-five percent of the monthly prorated rental rates established in the "Rental Rate Blue Book for Construction Equipment" published by Equipment Watch (the "Blue Book") (the applicable Blue Book rate being for rental only without the addition of any operational costs listed in the Blue Book). The reasonable rental value is deemed to be inclusive of all operating costs except for fuel/energy consumption and equipment operator's wages/costs. For multiple shift utilization, reimbursement shall be calculated as follows: first shift shall be seventy-five (75%) percent of such rental rates; second shift shall be sixty (60%) percent of the first shift rate; and third shift shall be forty (40%) percent of the first shift rate. Equipment on standby shall be reimbursed at one-third (1/3) the prorated monthly rental rate. **Contractor**-owned (or **Subcontractor**-owned, as applicable) equipment includes equipment from rental companies affiliated with or controlled by the **Contractor** (or **Subcontractor**, as applicable)**,** as determined by the **Commissioner**. In establishing cost reimbursement for non-operating **Contractor**-owned (or **Subcontractor**-owned, as applicable) equipment (scaffolding, sheeting systems, road plates, etc.), the **City** may restrict reimbursement to a purchase-salvage/life cycle basis if less than the computed rental costs; plus

26.2.5 Necessary installation and dismantling of such plant and equipment, including transportation to and from the **Site**, if any, provided that, in the case of non-**Contractor**-owned (or non-**Subcontractor**-owned, as applicable) equipment rented from a third party, the cost of installation and dismantling are not allowable if such costs are included in the rental rate; plus

26.2.6 Necessary fees charged by governmental entities; plus

26.2.7 Necessary construction-related service fees charged by non-governmental entities, such as landfill tipping fees; plus

26.2.8 Reasonable rental costs of non-**Contractor**-owned (or non-**Subcontractor**-owned, as applicable) necessary plant and equipment other than **Small Tools**, plus fuel/energy costs. Except for fuel costs for pick-up trucks which shall be reimbursed based on a consumption of five (5) gallons per shift, fuel costs shall be reimbursed based on actual costs or, in the absence of auditable documentation, the following fuel consumption formula per hour of operation: (.035) x (HP rating) x (Fuel cost/gallon). In lieu of renting, the **City** reserves the right to direct the purchase of non-operating equipment (scaffolding, sheeting systems, road plates, etc.), with payment on a purchase-salvage/life cycle basis, if less than the projected rental costs; plus

26.2.9 Workers' Compensation Insurance, and any insurance coverage expressly required by the **City** for the performance of the **Extra Work** which is different than the types of insurance required by Article 22 and Schedule A of the General Conditions. The cost of Workers' Compensation Insurance is subject to applicable payroll limitation caps and shall be based upon the carrier's Manual Rate for such insurance derived from the applicable class Loss Cost ("LC") and carrier's Lost Cost Multiplier ("LCM") approved by the New York State Department of Financial Services, and with the exception of experience rating, rate modifiers as promulgated by the New York Compensation Insurance Rating Board ("NYCIRB"); plus

26.2.10 Additional costs incurred as a result of the **Extra Work** for performance and payment bonds; plus

26.2.11 Twelve percent (12%) percent of the total of items in Articles 26.2.1 through 26.2.5 as compensation for overhead, except that no percentage for overhead will be allowed on **Payroll Taxes** or on the premium portion of overtime pay or on sales and personal property taxes. Overhead shall include without limitation, all costs and expenses in connection with administration, management superintendence, small tools, and insurance required by Schedule A of the General Conditions other than Workers' Compensation Insurance; plus

26.2.12 Ten (10%) percent of the total of items in Articles 26.2.1 through 26.2.5, plus the items in Article 26.2.11, as compensation for profit, except that no percentage for profit will be allowed on **Payroll Taxes** or on the premium portion of overtime pay or on sales and personal property taxes; plus

26.2.13 Five (5%) percent of the total of items in Articles 26.2.6 through 26.2.10 as compensation for overhead and profit.

26.3 Where the **Extra Work** is performed in whole or in part by other than the **Contractor's** own forces pursuant to Article 26.2, the **Contractor** shall be paid, subject to pre-audit by the **Engineering Audit Officer**, the cost of such **Work** computed in accordance with Article 26.2 above, plus an additional allowance of five (5%) percent to cover the **Contractor's** overhead and profit.

26.4 Where a change is ordered, involving both **Extra Work** and omitted or reduced **Contract Work,** the **Contract** price shall be adjusted, subject to pre-audit by the **EAO**, in an amount based on the difference between the cost of such **Extra Work** and of the omitted or reduced **Work**.

26.5 Where the **Contractor** and the **Commissioner** can agree upon a fixed price for **Extra Work** in accordance with Article 25.3.2 or another method of payment for **Extra Work** in accordance with Article 25.3.4, or for **Extra Work** ordered in connection with omitted **Work**, such method, subject to pre-audit by the **EAO**, may, at the option of the **Commissioner**, be substituted for the cost plus a percentage method provided in Article 26.2; provided, however, that if the **Extra Work** is performed by a **Subcontractor**, the **Contractor** shall not be entitled to receive more than an additional allowance of five (5%) percent for overhead and profit over

the cost of such **Subcontractor's Work** as computed in accordance with Article 26.2.

ARTICLE 27. RESOLUTION OF DISPUTES

27.1 All disputes between the **City** and the **Contractor** of the kind delineated in this Article 27.1 that arise under, or by virtue of, this **Contract** shall be finally resolved in accordance with the provisions of this Article 27 and the **PPB** Rules. This procedure for resolving all disputes of the kind delineated herein shall be the exclusive means of resolving any such disputes.

27.1.1 This Article 27 shall not apply to disputes concerning matters dealt with in other sections of the **PPB** Rules, or to disputes involving patents, copyrights, trademarks, or trade secrets (as interpreted by the courts of New York State) relating to proprietary rights in computer software.

27.1.2 This Article 27 shall apply only to disputes about the scope of **Work** delineated by the **Contract**, the interpretation of **Contract** documents, the amount to be paid for **Extra Work** or disputed work performed in connection with the **Contract**, the conformity of the **Contractor's Work** to the **Contract**, and the acceptability and quality of the **Contractor's Work**; such disputes arise when the **Engineer**, **Resident Engineer**, **Engineering Audit Officer**, or other designee of the **Commissioner** makes a determination with which the **Contractor** disagrees.

27.2 All determinations required by this Article 27 shall be made in writing clearly stated, with a reasoned explanation for the determination based on the information and evidence presented to the party making the determination. Failure to make such determination within the time required by this Article 27 shall be deemed a non-determination without prejudice that will allow application to the next level.

27.3 During such time as any dispute is being presented, heard, and considered pursuant to this Article 27, the **Contract** terms shall remain in force and the **Contractor** shall continue to perform **Work** as directed by the **ACCO** or the **Engineer**. Failure of the **Contractor** to continue **Work** as directed shall constitute a waiver by the **Contractor** of its claim.

27.4 Presentation of Disputes to **Commissioner**.

Notice of Dispute and Agency Response. The **Contractor** shall present its dispute in writing ("Notice of Dispute") to the **Commissioner** within thirty (30) Days of receiving written notice of the determination or action that is the subject of the dispute. This notice requirement shall not be read to replace any other notice requirements contained in the **Contract**. The Notice of Dispute shall include all the facts, evidence, documents, or other basis upon which the **Contractor** relies in support of its position, as well as a detailed computation demonstrating how any amount of money claimed by the **Contractor** inthe dispute was arrived at. Within thirty (30) Days after receipt of the detailed written submission comprising the complete Notice of Dispute, the **Engineer**, **Resident Engineer**, **Engineering Audit Officer**, or other designee of the **Commissioner** shall submit to the **Commissioner** all materials he or she deems pertinent to the dispute. Following initial submissions to the **Commissioner**, either party may demand of the other the production of any document or other material the demanding party believes may be relevant to the dispute. The requested party shall produce all relevant materials that are not otherwise protected by a legal privilege recognized by the courts of New York State. Any question of relevancy shall be determined by the **Commissioner** whose decision shall be final. Willful failure of the **Contractor** to produce any requested material whose relevancy the **Contractor** has not disputed, or whose relevancy has been affirmatively determined, shall constitute a waiver by the **Contractor** of its claim.

27.4.1 **Commissioner** Inquiry. The **Commissioner** shall examine the material and may, in his or her discretion, convene an informal conference with the **Contractor**, the **ACCO**, and the **Engineer**, **Resident Engineer**, **Engineering Audit Officer**, or other designee of the **Commissioner** to resolve the issue by mutual consent prior to reaching a determination. The **Commissioner** may seek such technical or other expertise as he or she shall deem appropriate, including the use of neutral mediators, and require any such additional material from either or both parties as he or she deems fit. The **Commissioner's** ability to render, and the effect of, a decision hereunder shall not be impaired by any negotiations in connection with the dispute presented, whether or not the **Commissioner** participated therein. The **Commissioner** may or, at the request of any party to the dispute, shall compel the participation of any **Other Contractor** with a contract related to the **Work** of this **Contract**, and that **Contractor** shall be bound by the decision of the **Commissioner**. Any **Other Contractor** thus brought into the dispute resolution proceeding shall have the same rights and obligations under this Article 27 as the **Contractor** initiating the dispute.

27.4.2 **Commissioner** Determination. Within thirty (30) **Days** after the receipt of all materials and information, or such longer time as may be agreed to by the parties, the **Commissioner** shall make his or her determination and shall deliver or send a copy of such determination to the **Contractor**, the **ACCO,** and **Engineer**, **Resident Engineer**,**Engineering Audit Officer**, or other designee of the **Commissioner**, as applicable, together with a statement concerning how the decision may be appealed.

27.4.3 Finality of **Commissioner's** Decision. The **Commissioner's** decision shall be final and binding on all parties, unless presented to the Contract Dispute Resolution Board pursuant to this Article 27. The **City** may not take a petition to the Contract Dispute Resolution Board. However, should the **Contractor** take such a petition, the **City** may seek, and the Contract Dispute Resolution Board may render, a determination less favorable to the **Contractor** and more favorable to the **City** than the decision of the **Commissioner**.

27.5 Presentation of Dispute to the **Comptroller**. Before any dispute may be brought by the **Contractor** to the Contract Dispute Resolution Board, the **Contractor** must first present its claim to the **Comptroller** for his or her review, investigation, and possible adjustment.

27.5.1 Time, Form, and Content of Notice. Within thirty (30) **Days** of its receipt of a decision by the **Commissioner,** the **Contractor** shall submit to the **Comptroller** and to the **Commissioner** a Notice of Claim regarding its dispute with the **Agency**. The Notice of Claim shall consist of (i) a brief written statement of the substance of the dispute, the amount of money, if any, claimed and the reason(s) the **Contractor** contends the dispute was wrongly decided by the **Commissioner**; (ii) a copy of the written decision of the **Commissioner**; and (iii) a copy of all materials submitted by the **Contractor** to the **Agency**, including the Notice of Dispute. The **Contractor** may not present to the **Comptroller** any material not presented to the **Commissioner**, except at the request of the **Comptroller**.

27.5.2 Response. Within thirty (30) **Days** of receipt of the Notice of Claim, the **Agency** shall make available to the **Comptroller** a copy of all material submitted by the **Agency** to the **Commissioner** in connection with the dispute. The **Agency** may not present to the **Comptroller** any material not presented to the **Commissioner** except at the request of the **Comptroller**.

27.5.3 **Comptroller** Investigation. The **Comptroller** may investigate the claim in dispute and, in the course of such investigation, may exercise all powers provided in Sections 7-201 and 7-203 of the Administrative Code. In addition, the **Comptroller** may demand of either party, and such party shall provide, whatever additional material the **Comptroller** deems pertinent to the claim, including original business records of the **Contractor**. Willful failure of the **Contractor** to produce within fifteen (15) **Days** any material requested by the **Comptroller** shall constitute a waiver by the **Contractor** of its claim. The **Comptroller** may also schedule an informal conference to be attended by the **Contractor**, **Agency** representatives, and any other personnel desired by the **Comptroller**.

27.5.4 Opportunity of **Comptroller** to Compromise or Adjust Claim. The **Comptroller** shall have forty-five (45) **Days** from his or her receipt of all materials referred to in Article 27.5.3 to investigate the disputed claim. The period for investigation and compromise may be further extended by agreement between the **Contractor** and the **Comptroller**, to a maximum of ninety (90) **Days** from the **Comptroller's** receipt of all materials. The **Contractor** may not present its petition to the Contract Dispute Resolution Board until the period for investigation and compromise delineated in this Article 27.5.4 has expired. In compromising or adjusting any claim hereunder, the **Comptroller** may not revise or disregard the terms of the **Contract** between the parties.

27.6 Contract Dispute Resolution Board. There shall be a Contract Dispute Resolution Board composed of:

27.6.1 The chief administrative law judge of the Office of Administrative Trials and Hearings (OATH) or his/her designated OATH administrative law judge, who shall act as chairperson, and may adopt operational procedures and issue such orders consistent with this Article 27 as may be necessary in the execution of the Contract Dispute Resolution Board's functions, including, but not limited to, granting extensions of time to present or respond to submissions;

27.6.2 The **CCPO** or his/her designee; any designee shall have the requisite background to consider and resolve the merits of the dispute and shall not have participated personally and substantially in the particular matter that is the subject of the dispute or report to anyone who so participated; and

27.6.3 A person with appropriate expertise who is not an employee of the **City**. This person shall be selected by the presiding administrative law judge from a prequalified panel of individuals, established and administered by OATH with appropriate background to act as decision-makers in a dispute. Such individual may not have a contract or dispute with the **City** or be an officer or employee of any company or organization that does, or regularly represents persons, companies, or organizations having disputes with the **City**.

27.7 Petition to the Contract Dispute Resolution Board. In the event the claim has not been settled or adjusted by the **Comptroller** within the period provided in this Article 27, the **Contractor**, within thirty (30) **Days** thereafter, may petition the Contract Dispute Resolution Board to review the

Commissioner's determination.

27.7.1 Form and Content of Petition by **Contractor**. The **Contractor** shall present its dispute to the Contract Dispute Resolution Board in the form of a petition, which shall include (i) a brief written statement of the substance of the dispute, the amount of money, if any, claimed, and the reason(s) the **Contractor** contends the dispute was wrongly decided by the **Commissioner**; (ii) a copy of the written Decision of the **Commissioner,** (iii) copies of all materials submitted by the **Contractor** to the Agency; (iv) a copy of the written decision of the **Comptroller**, if any, and (v) copies of all correspondence with, or written material submitted by the **Contractor**, to the **Comptroller**. The **Contractor** shall concurrently submit four (4) complete sets of the Petition: one set to the **City** Corporation Counsel (Attn: Commercial and Real Estate Litigation Division) and three (3) sets to the Contract Dispute Resolution Board at OATH's offices with proof of service on the **City** Corporation Counsel. In addition, the **Contractor** shall submit a copy of the written statement of the substance of the dispute, cited in (i) above, to both the **Commissioner** and the **Comptroller**.

27.7.2 **Agency** Response. Within thirty (30) **Days** of its receipt of the Petition by the **City** Corporation Counsel, the **Agency** shall respond to the brief written statement of the **Contractor** and make available to the Contract Dispute Resolution Board all material it submitted to the **Commissioner** and **Comptroller**. Three (3) complete copies of the **Agency** response shall be provided to the Contract Dispute Resolution Board and one to the **Contractor**. Extensions of time for submittal of the **Agency** response shall be given as necessary upon a showing of good cause or, upon consent of the parties, for an initial period of up to thirty (30) Days.

27.7.3 Further Proceedings. The Contract Dispute Resolution Board shall permit the **Contractor** to present its case by submission of memoranda, briefs, and oral argument. The Contract Dispute Resolution Board shall also permit the **Agency** to present its case in response to the **Contractor** by submission of memoranda, briefs, and oral argument. If requested by the **City** Corporation Counsel, the **Comptroller** shall provide reasonable assistance in the preparation of the **Agency's** case. Neither the **Contractor** nor the **Agency** may support its case with any documentation or other material that was not considered by the **Comptroller**, unless requested by the Contract Dispute Resolution Board. The Contract Dispute Resolution Board, in its discretion, may seek such technical or other expert advice as it shall deem appropriate and may seek, on its own or upon application of a party, any such additional material from any party as it deems fit. The Contract Dispute Resolution Board, in its discretion, may combine more than one dispute between the parties for concurrent resolution.

27.7.4 Contract Dispute Resolution Board Determination. Within forty-five (45) **Days** of the conclusion of all written submissions and oral arguments, the Contract Dispute Resolution Board shall render a written decision resolving the dispute. In an unusually complex case, the Contract Dispute Resolution Board may render its decision in a longer period, not to exceed ninety (90) **Days**, and shall so advise the parties at the commencement of this period. The Contract Dispute Resolution Board's decision must be consistent with the terms of the **Contract**. Decisions of the Contract Dispute Resolution Board shall only resolve matters before the Contract Dispute Resolution Board and shall not have precedential effect with respect to matters not before the Contract Dispute Resolution Board.

27.7.5 Notification of Contract Dispute Resolution Board Decision. The Contract Dispute Resolution Board shall send a copy of its decision to the **Contractor**, the **ACCO**, the Engineer, the **Comptroller**, the **City** Corporation Counsel, the CCPO, and the **PPB**. A decision in favor of the **Contractor** shall be subject to the prompt payment provisions of the **PPB** Rules. The

Required Payment Date shall be thirty (30) Days after the date the parties are formally notified of the Contract Dispute Resolution Board's decision.

27.7.6 Finality of Contract Dispute Resolution Board Decision. The Contract Dispute Resolution Board's decision shall be final and binding on all parties. Any party may seek review of the Contract Dispute Resolution Board's decision solely in the form of a challenge, filed within four (4) months of the date of the Contract Dispute Resolution Board's decision, in a court of competent jurisdiction of the State of New York, County of New York pursuant to Article 78 of the Civil Practice Law and Rules. Such review by the court shall be limited to the question of whether or not the Contract Dispute Resolution Board's decision was made in violation of lawful procedure, was affected by an error of **Law**, or was arbitrary and capricious or an abuse of discretion. No evidence or information shall be introduced or relied upon in such proceeding that was not presented to the Contract Dispute Resolution Board in accordance with this Article 27.

27.8 Any termination, cancellation, or alleged breach of the **Contract** prior to or during the pendency of any proceedings pursuant to this Article 27 shall not affect or impair the ability of the **Commissioner** or Contract Dispute Resolution Board to make a binding and final decision pursuant to this Article 27.

ARTICLE 28. RECORD KEEPING FOR EXTRA OR DISPUTED WORK OR WORK ON ATIME & MATERIALS BASIS

28.1 While the **Contractor** or any of its **Subcontractors** is performing **Work** on a time and material basis or **Extra Work** on a time and material basis ordered by the **Commissioner** under Article 25, or where the **Contractor** believes that it or any of its **Subcontractors** is performing **Extra Work** but a final determination by **Agency** has not been made, or the **Contractor** or any of its **Subcontractors** is performing disputed **Work** (whether on or off the **Site**), or complying with a determination or order under protest in accordance with Articles 11, 27, and 30, in each such case the **Contractor** shall furnish the **Resident Engineer** daily with three (3) copies of written statements signed by the **Contractor's** representative at the **Site** showing:

28.1.1 The name, trade, and number of each worker employed on such **Work** or engaged in complying with such determination or order, the number of hours employed, and the character of the **Work** each is doing; and

28.1.2 The nature and quantity of any materials, plant and equipment furnished or used in connection with the performance of such **Work** or compliance with such determination or order, and from whom purchased or rented.

28.2 A copy of such statement will be countersigned by the **Resident Engineer**, noting thereon any items not agreed to or questioned, and will be returned to the **Contractor** within two (2) **Days** after submission.

28.3 The **Contractor** and its **Subcontractors**, when required by the **Commissioner**, or the **Comptroller**, shall also produce for inspection, at the office of the **Contractor** or **Subcontractor**, any and all of its books, bid documents, financial statements, vouchers, records, daily job diaries and reports, and cancelled checks, and any other documents relating to showing the nature and quantity of the labor, materials, plant and equipment actually used in the performance of such **Work**, or in complying with such determination or order, and the amounts expended therefor, and shall permit the **Commissioner** and the

Comptroller to make such extracts therefrom, or copies thereof, as they or either of them may desire.

28.4 In connection with the examination provided for herein, the **Commissioner**, upon demand therefor, will produce for inspection by the **Contractor** such records as the **Agency** may have withrespect to such **Extra Work** or disputed **Work** performed under protest pursuant to order of the **Commissioner**, except those records and reports which may have been prepared for the purpose of determining the accuracy and validity of the **Contractor's** claim.

28.5 Failure to comply strictly with these requirements shall constitute a waiver of any claim for extra compensation or damages on account of the performance of such **Work** or compliance with such determination or order.

ARTICLE 29. OMITTED WORK

29.1 If any **Contract Work** in a lump sum **Contract**, or if any part of a lump sum item in a unit price, lump sum, or percentage-bid **Contract** is omitted by the **Commissioner** pursuant to Article 33, the **Contract** price, subject to audit by the EAO, shall be reduced by a pro rata portion of the lump sum bid amount based upon the percent of **Work** omitted subject to Article 29.4. For the purpose of determining the pro rata portion of the lump sum bid amount, the bid breakdown submitted in accordance with Article 41 shall be considered, but shall not be the determining factor.

29.2 If the whole of a lump sum item or units of any other item is so omitted by the **Commissioner** in a unit price, lump sum, or percentage-bid **Contract**, then no payment will be made therefor except as provided in Article 29.4.

29.3 For units that have been ordered but are only partially completed, the unit price shall be reduced by a pro rata portion of the unit price bid based upon the percentage of **Work** omitted subject to Article 29.4.

29.4 In the event the **Contractor**, with respect to any omitted **Work**, has purchased any non-cancelable material and/or equipment that is not capable of use except in the performance of this **Contract** and has been specifically fabricated for the sole purpose of this **Contract**, but not yet incorporated into the **Work**, the **Contractor** shall be paid for such material and/or equipment in accordance with Article 64.2.1(b); provided, however, such payment is contingent upon the **Contractor's** delivery of such material and/or equipment in acceptable condition to a location designated by the **City**.

29.5 The **Contractor** agrees to make no claim for damages or for loss of overhead and profit with regard to any omitted **Work**.

ARTICLE 30. NOTICE AND DOCUMENTATION OF COSTS AND DAMAGES; PRODUCTION OF FINANCIAL RECORDS

30.1 If the **Contractor** shall claim to be sustaining damages by reason of any act or omission of the **City** or its agents, it shall submit to the **Commissioner** within forty-five (45) **Days** from the time such damages are first incurred, and every thirty (30) **Days** thereafter to the extent additional damages are being incurred for the same condition, verified statements of the details and the amounts of such damages, together with documentary evidence of such damages. The **Contractor** may submit any of the above statements within such additional time as may be granted by the **Commissioner** in writing upon written request therefor. Failure of the **Commissioner** to respond in writing to a written request for additional time within thirty (30) **Days** shall be deemed a denial of the request. On failure of the **Contractor** to strictly comply with

the foregoing provisions, such claims shall be deemed waived and no right to recover on such claims shall exist. Damages that the **Contractor** may claim in any action or dispute resolution procedure arising under or by reason of this **Contract** shall not be different from or in excess of the statements and documentation made pursuant to this Article 30. This Article 30.1 does not apply to claims submitted to the **Commissioner** pursuant to Article 11 or to claims disputing a determination under Article 27.

30.2 In addition to the foregoing statements, the **Contractor** shall, upon notice from the **Commissioner**, produce for examination at the **Contractor's** office, by the **Engineer**, **Architect** or **Project Manager**, all of its books of account, bills, invoices, payrolls, subcontracts, time books, daily reports, bank deposit books, bank statements, check books, and cancelled checks, showing all of its acts and transactions in connection with or relating to or arising by reason of this **Contract**, and submit itself and persons in its employment, for examination under oath by any person designated by the **Commissioner** or **Comptroller** to investigate claims made or disputes against the **City** under this **Contract**. At such examination, a duly authorized representative of the **Contractor** may be present.

30.3 In addition to the statements required under Article 28 and this Article 30, the **Contractor** and/or its **Subcontractor** shall, within thirty (30) **Days** upon notice from the **Commissioner** or **Comptroller**, produce for examination at the **Contractor's** and/or **Subcontractor's** office, by a representative of either the **Commissioner** or **Comptroller**, all of its books of account, bid documents, financial statements, accountant workpapers, bills, invoices, payrolls, subcontracts, time books, daily reports, bank deposit books, bank statements, check books, and cancelled checks, showing all of its acts and transactions in connection with or relating to or arising by reason of this **Contract**. Further, the **Contractor** and/or its **Subcontractor** shall submit any person in its employment, for examination under oath by any person designated by the **Commissioner** or **Comptroller** to investigate claims made or disputes against the **City** under this **Contract**. At such examination, a duly authorized representative of the **Contractor** may be present.

30.4 Unless the information and examination required under Article 30.3 is provided by the **Contractor** and/or its **Subcontractor** upon thirty (30) **Days'** notice from the **Commissioner** or **Comptroller**, or upon the **Commissioner's** or **Comptroller's** written authorization to extend the time to comply, the **City** shall be released from all claims arising under, relating to or by reason of this **Contract**, except for sums certified by the **Commissioner** to be due under the provisions of this **Contract**. It is further stipulated and agreed that no person has the power to waive any of the foregoing provisions and that in any action or dispute resolution procedure against the **City** to recover any sum in excess of the sums certified by the **Commissioner** to be due under or by reason of this **Contract**, the **Contractor** must allege in its complaint and prove, at trial or during such dispute resolution procedure, compliance with the provisions of this Article 30.

30.5 In addition, after the commencement of any action or dispute resolution procedure by the **Contractor** arising under or by reason of this **Contract**, the **City** shall have the right to require the **Contractor** to produce for examination under oath, up until the trial of the action or hearing before the Contract Dispute Resolution Board, the books and documents described in Article 30.3 and submit itself and all persons in its employ for examination under oath. If this Article 30 is not complied with as required, then the **Contractor** hereby consents to the dismissal of the action or dispute resolutionprocedure.

CHAPTER VII: POWERS OF THE RESIDENT ENGINEER, THE ENGINEER ORARCHITECT AND THE COMMISSIONER

ARTICLE 31. THE RESIDENT ENGINEER

31.1 The **Resident Engineer** shall have the power to inspect, supervise, and control the performance

of the **Work**, subject to review by the **Commissioner**. The **Resident Engineer** shall not, however, have the power to issue an **Extra Work** order, except as specifically designated in writing bythe **Commissioner**.

ARTICLE 32. THE ENGINEER OR ARCHITECT OR PROJECT MANAGER

32.1 The **Engineer** or **Architect** or **Project Manager**, in addition to those matters elsewhere herein delegated to the **Engineer** and expressly made subject to his/her determination, direction or approval, shall have the power, subject to review by the **Commissioner**:

32.1.1 To determine the amount, quality, and location of the **Work** to be paid for hereunder; and

32.1.2 To determine all questions in relation to the **Work**, to interpret the **Contract Drawings**, **Specifications**, and **Addenda**, and to resolve all patent inconsistencies or ambiguities therein; and

32.1.3 To determine how the **Work** of this **Contract** shall be coordinated with **Work** of **Other Contractors** engaged simultaneously on this **Project**, including the power to suspend any part of the **Work**, but not the whole thereof; and

32.1.4 To make minor changes in the **Work** as he/she deems necessary, provided such changes do not result in a net change in the cost to the **City** or to the **Contractor** of the **Work** to be done under the **Contract**; and

32.1.5 To amplify the **Contract Drawings**, add explanatory information and furnish additional **Specifications** and drawings, consistent with this **Contract**.

32.2 The foregoing enumeration shall not imply any limitation upon the power of the **Engineer** or **Architect** or **Project Manager**, for it is the intent of this **Contract** that all of the **Work** shall generally be subject to his/her determination, direction, and approval, except where the determination, direction or approval of someone other than the **Engineer** or **Architect** or **Project Manager** is expressly called for herein.

32.3 The **Engineer** or **Architect** or **Project Manager** shall not, however, have the power to issuean **Extra Work** order, except as specifically designated in writing by the **Commissioner**.

ARTICLE 33. THE COMMISSIONER

33.1 The **Commissioner**, in addition to those matters elsewhere herein expressly made subject to his/her determination, direction or approval, shall have the power:

33.1.1 To review and make determinations on any and all questions in relation to this **Contract** and its performance; and

33.1.2 To modify or change this **Contract** so as to require the performance of **Extra Work** (subject, however, to the limitations specified in Article 25) or the omission of **Contract Work**; and

33.1.3 To suspend the whole or any part of the **Work** whenever in his/her judgment such suspension is required:

33.1.3(a) In the interest of the **City** generally; or

33.1.3(b) To coordinate the **Work** of the various contractors engaged on this **Project** pursuant to the provisions of Article 12; or

33.1.3(c) To expedite the completion of the entire **Project** even though the completion of this particular **Contract** may thereby be delayed.

ARTICLE 34. NO ESTOPPEL

34.1 Neither the **City** nor any **Agency**, official, agent or employee thereof, shall be bound, precluded or estopped by any determination, decision, approval, order, letter, payment or certificate made or given under or in connection with this **Contract** by the **City**, the **Commissioner**, the **Engineer**, the **Resident Engineer**, or any other official, agent or employee of the **City**, either before or after the final completion and acceptance of the **Work** and payment therefor:

34.1.1 From showing the true and correct classification, amount, quality or character of the **Work** actually done; or that any such determination, decision, order, letter, payment or certificate was untrue, incorrect or improperly made in any particular, or that the **Work**, or any part thereof, does not in fact conform to the requirements of this **Contract**; and

34.1.2 From demanding and recovering from the **Contractor** any overpayment made to it, or such damages as the **City** may sustain by reason of the **Contractor's** failure to perform each and every part of its **Contract**.

CHAPTER VIII: LABOR PROVISIONS

ARTICLE 35. EMPLOYEES

35.1 The **Contractor** and its **Subcontractors** shall not employ on the **Work**:

35.1.1 Anyone who is not competent, faithful and skilled in the **Work** for which he/she shall be employed; and whenever the **Commissioner** shall inform the **Contractor**, in writing, that any employee is, in his/her opinion, incompetent, unfaithful or disobedient, that employee shall be discharged from the **Work** forthwith, and shall not again be employed upon it; or

35.1.2 Any labor, materials or means whose employment, or utilization during the course of this **Contract**, may tend to or in any way cause or result in strikes, work stoppages, delays, suspension of **Work** or similar troubles by workers employed by the **Contractor** or its **Subcontractors**, or by any of the trades working in or about the buildings and premises where **Work** is being performed under this **Contract**, or by **Other Contractors** or their **Subcontractors** pursuant to other contracts, or on any other building or premises owned or operated by the **City**, its **Agencies**, departments, boards or authorities. Any violation by the **Contractor** of this requirement may, upon certification of the **Commissioner**, be considered as proper and sufficient cause for declaring the **Contractor** to be in default, and for the **City** to take action against it as set forth in Chapter X of this **Contract**, or such other article of this **Contract** as the Commissioner may deem proper; or

35.1.3 In accordance with Section 220.3-e of the Labor Law of the State of New York (hereinafter "Labor Law"), the **Contractor** and its **Subcontractors** shall not employ on the **Work** any apprentice, unless he/she is a registered individual, under a bona fide program registered with the New York State Department of Labor. The allowable ratio of apprentices to journey-level workers in any craft classification shall not be greater than the ratio permitted to the **Contractor** as to its work force on any job under the registered program. Any employee listed on a payroll at an apprentice wage rate, who is not registered as above, shall be paid the wage rate determined by the **Comptroller** of the **City** for the classification of **Work** actually performed. The **Contractor** or **Subcontractor** will be required to furnish written evidence of the registration of its program and apprentices as well as all the appropriate ratios and wage rates, for the area of the construction prior to using any apprentices on the **Contract Work**.

35.2 If the total cost of the **Work** under this **Contract** is at least two hundred fifty thousand ($250,000) dollars, all laborers, workers, and mechanics employed in the performance of the C**ontract** on the public work site, either by the **Contractor**, **Subcontractor** or other person doing or contracting to do the whole or a part of the **Work** contemplated by the **Contract**, shall be certified prior to performing any **Work** as having successfully completed a course in construction safety and health approved by the United States Department of Labor's Occupational Safety and Health Administration that is at least ten (10) hours in duration.

35.3 In accordance with Local Law Nos. 30-2012 and 33-2012, codified at sections 6-132 and 12-113 of the Administrative Code, respectively,

35.3.1 The **Contractor** shall not take an adverse personnel action with respect to an officer or employee in retaliation for such officer or employee making a report of information concerning conduct which such officer or employee knows or reasonably believes to involve corruption, criminal activity, conflict of interest, gross mismanagement or abuse of authority by any officer or employee relating to this **Contract** to (a) the Commissioner of the Department of Investigation, (b) a member of the New York City Council, the Public Advocate, or the **Comptroller**, or (c) the **CCPO**, **ACCO**, **Agency** head, or **Commissioner**.

35.3.2 If any of the **Contractor**'s officers or employees believes that he or she has been the subject of an adverse personnel action in violation of Article 35.3.1, he or she shall be entitled to bring a cause of action against the **Contractor** to recover all relief necessary to make him or her whole. Such relief may include but is not limited to: (a) an injunction to restrain continued retaliation, (b) reinstatement to the position such employee would have had but for the retaliation or to an equivalent position, (c) reinstatement of full fringe benefits and seniority rights, (d) payment of two times back pay, plus interest, and (e) compensation for any special damages sustained as a result of the retaliation, including litigation costs and reasonable attorney's fees.

35.3.3 The **Contractor** shall post a notice provided by the **City** in a prominent and accessible place on any site where work pursuant to the **Contract** is performed that contains information about:

35.3.3(a) how its employees can report to the New York City Department of Investigation allegations of fraud, false claims, criminality or corruption arising outof or in connection with the **Contract**; and

35.3.3(b) the rights and remedies afforded to its employees under Administrative Code sections 7-805 (the New York City False Claims Act) and 12-113 (the Whistleblower Protection Expansion Act) for lawful acts taken in connection withthe

reporting of allegations of fraud, false claims, criminality or corruption in connection with the **Contract**.

35.3.4 For the purposes of this Article 35.3, "adverse personnel action" includes dismissal, demotion, suspension, disciplinary action, negative performance evaluation, any action resulting in loss of staff, office space, equipment or other benefit, failure to appoint, failure to promote, or any transfer or assignment or failure to transfer or assign against the wishes of the affected officer or employee.

35.3.5 This Article 35.3 is applicable to all of the **Contractor**'s **Subcontractors** having subcontracts with a value in excess of $100,000; accordingly, the **Contractor** shall include this rider in all subcontracts with a value a value in excess of $100,000.

35.4 Article 35.3 is not applicable to this **Contract** if it is valued at $100,000 or less. Articles 35.3.1, 35.3.2, 35.3.4, and 35.3.5 are not applicable to this **Contract** if it was solicited pursuant to a finding of an emergency.

35.5 Paid Sick Leave Law.

35.5.1 Introduction and General Provisions.

35.5.1(a) The Earned Sick Time Act, also known as the Paid Sick Leave Law ("PSLL"), requires covered employees who annually perform more than 80 hours of work in New York City to be provided with paid sick time[2]. Contractors of the **City** or of other governmental entities may be required to provide sick time pursuant to the PSLL.

35.5.1(b) The PSLL became effective on April 1, 2014, and is codified at Title 20, Chapter 8, of the New York City Administrative Code. It is administered by the City's Department of Consumer Affairs ("DCA"); DCA's rules promulgated under the PSLL are codified at Chapter 7 of Title 6 of the Rules of the City of New York ("Rules").

35.5.1(c) The **Contractor** agrees to comply in all respects with the PSLL and the Rules, and as amended, if applicable, in the performance of this **Contract**. The **Contractor** further acknowledges that such compliance is a material term of this **Contract** and that failure to comply with the PSLL in performance of this **Contract** may result in its termination.

35.5.1(d) The **Contractor** must notify the **Agency Chief Contracting Officer** of the **Agency** with whom it is contracting in writing within ten (10) days of receipt of a complaint (whether oral or written) regarding the PSLL involving the performance of this **Contract**. Additionally, the **Contractor** must cooperate with DCA's education efforts and must comply with DCA's subpoenas and other document demands as set forth in the PSLL and Rules.

35.5.1(e) The PSLL is summarized below for the convenience of the **Contractor**. The **Contractor** is advised to review the PSLL and Rules in their entirety. On the

[2] Pursuant to the PSLL, if fewer than five employees work for the same employer, as determined pursuant to New York City Administrative Code § 20-912(g), such employer has the option of providing such employees uncompensated sick time.

website www.nyc.gov/PaidSickLeave there are links to the PSLL and the associated Rules as well as additional resources for employers, such as Frequently Asked Questions, timekeeping tools and model forms, and an event calendar of upcoming presentations and webinars at which the **Contractor** can get more information about how to comply with the PSLL. The **Contractor** acknowledges that it is responsible for compliance with the PSLL notwithstanding any inconsistent language contained herein.

35.5.2 Pursuant to the PSLL and the Rules: Applicability, Accrual, and Use.

35.5.2(a) An employee who works within the City of New York for more than eighty hours in any consecutive 12-month period designated by the employer as its "calendar year" pursuant to the PSLL ("Year") must be provided sick time. Employers must provide a minimum of one hour of sick time for every 30 hours worked by an employee and compensation for such sick time must be provided at the greater of the employee's regular hourly rate or the minimum wage. Employers are not required to provide more than 40 hours of sick time to an employee in any Year.

35.5.2(b) An employee has the right to determine how much sick time he or she will use, provided that employers may set a reasonable minimum increment for the use of sick time not to exceed four hours per **Day**. In addition, an employee may carry over up to 40 hours of unused sick time to the following Year, provided that no employer is required to allow the use of more than forty hours of sick time in a Year or carry over unused paid sick time if the employee is paid for such unused sick time and the employer provides the employee with at least the legally required amount of paid sick time for such employee for the immediately subsequent Year on the first **Day** of such Year.

35.5.2(c) An employee entitled to sick time pursuant to the PSLL may use sick time for any of the following:

i. such employee's mental illness, physical illness, injury, or health condition or the care of such illness, injury, or condition or such employee's need for medical diagnosis or preventive medical care;
ii. such employee's care of a family member (an employee's child, spouse, domestic partner, parent, sibling, grandchild or grandparent, or the child or parent of an employee's spouse or domestic partner) who has a mental illness, physical illness, injury or health condition or who has a need for medical diagnosis or preventive medical care;
iii. closure of such employee's place of business by order of a public official due to a public health emergency; or
iv. such employee's need to care for a child whose school or childcare providerhas been closed due to a public health emergency.

35.5.2(d) An employer must not require an employee, as a condition of taking sick time, to search for a replacement. However, an employer may require an employee to provide: reasonable notice of the need to use sick time; reasonable documentation that the use of sick time was needed for a reason above if for an absence of more than three consecutive work days; and/or written confirmation that an employee used sick time pursuant to the PSLL. However, an employer may not require documentation specifying the nature of a medical condition or otherwise require disclosure of the details of a medical condition as a condition of providing sick time and health information obtained solely due to an employee's use of sick time pursuant to the PSLL must be treated by the

employer as confidential.

35.5.2(e) If an employer chooses to impose any permissible discretionary requirement as a condition of using sick time, it must provide to all employees a written policy containing those requirements, using a delivery method that reasonably ensures that employees receive the policy. If such employer has not provided its written policy, it may not deny sick time to an employee because of non-compliance with such a policy.

35.5.2(f) Sick time to which an employee is entitled must be paid no later than the payday for the next regular payroll period beginning after the sick time was used.

35.5.3 Exemptions and Exceptions. Notwithstanding the above, the PSLL does not apply to any of the following:

35.5.3(a) an independent contractor who does not meet the definition of employee under section 190(2) of the New York State Labor Law;

35.5.3(b) an employee covered by a valid collective bargaining agreement in effect on April 1, 2014, until the termination of such agreement;

35.5.3(c) an employee in the construction or grocery industry covered by a valid collective bargaining agreement if the provisions of the PSLL are expressly waived in such collective bargaining agreement;

35.5.3(d) an employee covered by another valid collective bargaining agreement if such provisions are expressly waived in such agreement and such agreement provides a benefit comparable to that provided by the PSLL for such employee;

35.5.3(e) an audiologist, occupational therapist, physical therapist, or speech language pathologist who is licensed by the New York State Department of Education and who calls in for work assignments at will, determines his or her own schedule, has the ability to reject or accept any assignment referred to him or her, and is paid an average hourly wage that is at least four times the federal minimum wage;

35.5.3(f) an employee in a work study program under Section 2753 of Chapter 42 of the United States Code;

35.5.3(g) an employee whose work is compensated by a qualified scholarship program as that term is defined in the Internal Revenue Code, Section 117 of Chapter 20 of the United States Code; or

35.5.3(h) a participant in a Work Experience Program (WEP) under section 336-c of the New York State Social Services Law.

35.5.4 Retaliation Prohibited. An employer may not threaten or engage in retaliation against an employee for exercising or attempting in good faith to exercise any right provided by the PSLL. In addition, an employer may not interfere with any investigation, proceeding, or hearing pursuant to the PSLL.

35.5.5 Notice of Rights.

35.5.5(a) An employer must provide its employees with written notice of their rights pursuant to the PSLL. Such notice must be in English and the primary language spoken

by an employee, provided that DCA has made available a translation into such language. Downloadable notices are available on DCA's website at http://www.nyc.gov/html/dca/html/law/PaidSickLeave.shtml.

35.5.5(b) Any person or entity that willfully violates these notice requirements is subject to a civil penalty in an amount not to exceed fifty dollars for each employee who was not given appropriate notice.

35.5.6 Records. An employer must retain records documenting its compliance with the PSLL for a period of at least three years, and must allow DCA to access such records in furtherance of an investigation related to an alleged violation of the PSLL.

35.5.7 Enforcement and Penalties.

35.5.7(a) Upon receiving a complaint alleging a violation of the PSLL, DCA has the right to investigate such complaint and attempt to resolve it through mediation. Within 30 **Days** of written notification of a complaint by DCA, or sooner in certain circumstances, the employer must provide DCA with a written response and such other information as DCA may request. If DCA believes that a violation of the PSLL has occurred, it has the right to issue a notice of violation to the employer.

35.5.7(b) DCA has the power to grant an employee or former employee all appropriate relief as set forth in New York City Administrative Code § 20-924(d). Such relief may include, among other remedies, treble damages for the wages that should have been paid, damages for unlawful retaliation, and damages and reinstatement for unlawful discharge. In addition, DCA may impose on an employer found to have violated the PSLL civil penalties not to exceed $500 for a first violation, $750 for a second violation within two years of the first violation, and
$1,000 for each succeeding violation within two years of the previous violation.

35.5.8 More Generous Polices and Other Legal Requirements. Nothing in the PSLL is intended to discourage, prohibit, diminish, or impair the adoption or retention of a more generous sick time policy, or the obligation of an employer to comply with any contract, collective bargaining agreement, employment benefit plan or other agreement providing more generous sick time. The PSLL provides minimum requirements pertaining to sick time and does not preempt, limit or otherwise affect the applicability of any other law, regulation, rule, requirement, policy or standard that provides for greater accrual or use by employees of sick leave or time, whether paid or unpaid, or that extends other protections to employees. The PSLL may not be construed as creating or imposing any requirement in conflict with any federal or state law, rule or regulation.

35.6 HireNYC: Hiring and Reporting Requirements. This Article 35.6 applies to construction contracts of $1,000,000 or more. The **Contractor** shall comply with the requirements of Articles 35.6.1-35.6.5 for all non-trades jobs (e.g., for an administrative position arising out of **Work** ant located in New York City). The **Contractor** shall reasonably cooperate with SBS and the **City** on specific outreach events, including "Hire-on-the-Spot" events, for the hiring of trades workers in connection with the **Work**. If provided elsewhere in this **Contract**, this **Contract** is subject to a project labor agreement.

35.6.1 Enrollment. The **Contractor** shall enroll with the HireNYC system, found at www.nyc.gov/sbs, within thirty (30) days after the registration of this **Contract** pursuant to Section 328 of the New York City Charter. The **Contractor** shall provide information about the business, designate a primary contact and say whether it intends to hire for any entry

to mid-level job opportunities arising from this **Contract** and located in New York City, and, if so, the approximate start date of the first hire.

35.6.2 Job Posting Requirements.

35.6.2(a) Once enrolled in HireNYC, the **Contractor** agrees to update the HireNYC portal with all entry to mid-level job opportunities arising from this **Contract** and located in New York City, if any, which shall be defined as jobs requiring no more than an associate degree, as provided by the New York State Department of Labor (see Column F of https://labor.ny.gov/stats/2012-2022- NYS- Employment-Prospects.xls). The information to be updated includes the types of entry and mid-level positions made available from the work arising from the **Contract** and located in New York City, the number of positions, the anticipated schedule of initiating the hiring process for these positions, and the contact information for the **Contractor's** representative charged with overseeing hiring. The **Contractor** must update the HireNYC portal with any hiring needs arising from the contract and located in New York City, and the requirements of the jobs to be filled, no less than three weeks prior to the intended first day of employment for each new position, except with the permission of SBS, not to be unreasonably withheld, and must also update the HireNYC portal as set forth below.

35.6.2(b) After enrollment through HireNYC and submission of relevant information, SBS will work with the **Contractor** to develop a recruitment plan which will outline the candidate screening process, and will provide clear instructions as to when, where, and how interviews will take place. HireNYC will screen applicants based on employer requirements and refer applicants whom it believes are qualified to the **Contractor** for interviews. The **Contractor** must interview referred applicants whom it believes are qualified.

35.6.2(c) After completing an interview of a candidate referred by HireNYC, the **Contractor** must provide feedback via the portal within twenty (20) business days to indicate which candidates were interviewed and hired, if any. In addition, the **Contractor** shall provide the start date of new hires, and additional information reasonably related to such hires, within twenty (20) business days after the start date. In the event the **Contractor** does not have any job openings covered by this Rider in any given year, the **Contractor** shall be required to provide an annual update to HireNYC to that effect. For this purpose, the reporting year shall run from the date of the registration of the **Contract** pursuant to Charter section 328 and each anniversary date.

35.6.2(d) These requirements do not limit the **Contractor's** ability to assess the qualifications of prospective workers, and to make final hiring and retention decisions. No provision of this Article 35.6 shall be interpreted so as to require the **Contractor** to employ any particular worker.

35.6.2(e) In addition, the provisions of this Article 35.6 shall not apply to positions that the **Contractor** intends to fill with employees employed pursuant to the job retention provision of Section 22-505 of the Administrative Code of the City of New York. The **Contractor** shall not be required to report such openings with HireNYC. However, the **Contractor** shall enroll with the HireNYC system pursuant to Article 35.6.1, above, and, if such positions subsequently become open, then the remaining provisions of this Article 35.6 will apply.

35.6.3 Breach and Liquidated Damages. If the **Contractor** fails to comply with the termsof the **ContrSact** and this Article 35.6 (l) by not enrolling its business with HireNYC; (2) by not informing HireNYC, as required, of open positions; or (3) by failing to interview a qualified candidate, the **Agency** may assess liquidated damages in the amount of two- thousand five hundred dollars ($2,500) per breach. For all other events of noncompliance with the terms of this Article 35.6, the **Agency** may assess liquidated damages in the amount of five hundred dollars ($500) per breach. Furthermore, in the event the **Contractor** breaches the requirements of this Article 35.6 during the term of the **Contract**, the **City** may hold the **Contractor** in default of this **Contract**.

35.6.4 Audit Compliance. In addition to the auditing requirements set forth in other partsof the **Contract**, the **Contractor** shall permit SBS and the **City** to inspect any and all records concerning or relating to job openings or the hiring of individuals for work arising from the **Contract** and located in New York City. The **Contractor** shall permit an inspection within seven (7) business days of the request.

35.6.5 Other Reporting Requirements. The **Contractor** shall report to the **City**, on amonthly basis, all information reasonably requested by the **City** that is necessary for the **City** to comply with any reporting requirements imposed by **Law**, including any requirement that the **City** maintain a publicly accessible database. In addition, the **Contractor** agrees to comply with all reporting requirements imposed by **Law**, or as otherwise requested by the **City**.

35.6.6 Federal Hiring Requirements. If this **Contract** is federally funded (as indicated elsewhere in this Contract), the **Contractor** shall comply with all federal hiring requirements as may be set forth in this **Contract**, including, as applicable: (a) Section 3 of the HUD Act of 1968, which requires, to the greatest extent feasible, economic opportunities for 30 percent of new hires be given to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing and Executive Order 11246, which prohibits discrimination in employment due to race, color, religion,sex or national origin, and requires the implementation of goals for minority and female participation for work involving any construction trade.

ARTICLE 36. NO DISCRIMINATION

36.1 The **Contractor** specifically agrees, as required by Labor Law Section 220-e, as amended, that:

36.1.1 In the hiring of employees for the performance of **Work** under this **Contract** or any subcontract hereunder, neither the **Contractor**, **Subcontractor**, nor any person acting on behalf of such **Contractor** or **Subcontractor**, shall by reason of race, creed, color or national origin discriminate against any citizen of the State of New York who is qualifiedand available to perform the **Work** to which the employment relates;

36.1.2 Neither the **Contractor**, **Subcontractor**, nor any person on its behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of **Work** under this **Contract** on account of race, creed, color or national origin;

36.1.3 There may be deducted from the amount payable to the **Contractor** by the **City** under this **Contract** a penalty of fifty ($50.00) dollars for each person for each **Day** during which such person was discriminated against or intimidated in violation of the provisions of this

Contract; and

36.1.4 This **Contract** may be cancelled or terminated by the **City** and all moneys due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this Article 36.

36.1.5 This Article 36 covers all construction, alteration and repair of any public building or public work occurring in the State of New York and the manufacture, sale, and distribution of materials, equipment, and supplies to the extent that such operations are performed within the State of New York pursuant to this **Contract**.

36.2 The **Contractor** specifically agrees, as required by Section 6-108 of the Administrative Code,as amended, that:

36.2.1 It shall be unlawful for any person engaged in the construction, alteration or repairof buildings or engaged in the construction or repair of streets or highways pursuant to a **Contract** with the **City** or engaged in the manufacture, sale or distribution of materials, equipment or supplies pursuant to a **Contract** with the **City** to refuse to employ or to refuse to continue in any employment any person on account of the race, color or creed of such person.

36.2.2 It shall be unlawful for any person or any servant, agent or employee of any person, described in Article 36.1.2, to ask, indicate or transmit, orally or in writing, directly or indirectly, the race, color or creed or religious affiliation of any person employed or seeking employment from such person, firm or corporation.

36.2.3 Breach of the foregoing provisions shall be deemed a violation of a material provision of this **Contract**.

36.2.4 Any person, or the employee, manager or owner of or officer of such firm or corporation who shall violate any of the provisions of this Article 36.2 shall, upon conviction thereof, be punished by a fine of not more than one hundred ($100.00) dollars or by imprisonment for not more than thirty (30) **Days**, or both.

36.3 This **Contract** is subject to the requirements of Executive Order No. 50 (1980) ("E.O. 50"), as revised, and the rules and regulations promulgated thereunder. No contract will be awarded unless and until these requirements have been complied with in their entirety. By signing this **Contract**, the **Contractor** agrees that it:

36.3.1 Will not engage in any unlawful discrimination against any employee or applicantfor employment because of race, creed, color, national origin, sex, age, disability, marital status or sexual orientation with respect to all employment decisions including, but not limited to, recruitment, hiring, upgrading, demotion, downgrading, transfer, training, ratesof pay or other forms of compensation, layoff, termination, and all other terms and conditions of employment; and

36.3.2 Will not engage in any unlawful discrimination in the selection of **Subcontractors** on the basis of the owner's race, color, creed, national origin, sex, age, disability, marital status or sexual orientation; and

36.3.3 Will state in all solicitations or advertisements for employees placed by or on behalf of the **Contractor** that all qualified applicants will receive consideration for employment without unlawful discrimination based on race, creed, color, national origin, sex, age, citizens status,

disability, marital status, sexual orientation, or that it is an equal employment opportunity employer; and

36.3.4 Will send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or memorandum of understanding, written notification of its equal employment opportunity commitments under E.O. 50 and the rules and regulations promulgated thereunder; and

36.3.5 Will furnish, before the award of the **Contract**, all information and reports, including an employment report, that are required by E.O. 50, the rules and regulations promulgated thereunder, and orders of the **City** Department of Business Services, Division of Labor Services (**DLS**) and will permit access to its books, records, and accounts by the **DLS** for the purposes of investigation to ascertain compliance with such rules, regulations, and orders.

36.4 The **Contractor** understands that in the event of its noncompliance with the nondiscrimination clauses of this **Contract** or with any of such rules, regulations, or orders, such noncompliance shall constitute a material breach of this **Contract** and noncompliance with E.O. 50 and the rules and regulations promulgated thereunder. After a hearing held pursuant to the rules of the **DLS**, the Director of the **DLS** may direct the **Commissioner** to impose any or all of the following sanctions:

36.4.1 Disapproval of the **Contractor**; and/or

36.4.2 Suspension or termination of the **Contract**; and/or

36.4.3 Declaring the **Contractor** in default; and/or

36.4.4 In lieu of any of the foregoing sanctions, the Director of the **DLS** may impose an employment program.

In addition to any actions taken under this **Contract**, failure to comply with E.O. 50 and the rules and regulations promulgated thereunder, in one or more instances, may result in a **City Agency** declaring the **Contractor** to be non-responsible in future procurements. The **Contractor** further agrees that it will refrain from entering into any **Contract** or **Contract** modification subject to E.O. 50 and the rules and regulations promulgated thereunder with a **Subcontractor** who is not in compliance with the requirements of E.O. 50 and the rules and regulations promulgated thereunder.

36.5 The **Contractor** specifically agrees, as required by Section 6-123 of the AdministrativeCode, that:

36.5.1 The **Contractor** will not engage in any unlawful discriminatory practice in violation of Title 8 of the Administrative Code; and

36.5.2 Any failure to comply with this Article 36.5 may subject the **Contractor** to the remedies set forth in Section 6-123 of the Administrative Code, including, where appropriate, sanctions such as withholding of payment, imposition of an employment program, finding the **Contractor** to be in default, cancellation of the **Contract**, or any other sanction or remedy provided by **Law** or **Contract**.

ARTICLE 37. LABOR LAW REQUIREMENTS

37.1 The **Contractor** shall strictly comply with all applicable provisions of the Labor Law, as

amended. Such compliance is a material term of this **Contract**.

37.2 The **Contractor** specifically agrees, as required by Labor Law Sections 220 and 220-d, as amended, that:

37.2.1 Hours of **Work**: No laborer, worker, or mechanic in the employ of the **Contractor**, **Subcontractor** or other person doing or contracting to do the whole or a part of the **Work** contemplated by this **Contract** shall be permitted or required to work more than eight (8) hours in any one (1) **Day**, or more than five (5) **Days** in any one (1) week, except as provided in the Labor Law and in cases of extraordinary emergency including fire, flood, or danger to life or property, or in the case of national emergency when so proclaimed by the President of the United States of America.

37.2.2 In situations in which there are not sufficient laborers, workers, and mechanics who may be employed to carry on expeditiously the **Work** contemplated by this **Contract** as a result of such restrictions upon the number of hours and **Days** of labor, and the immediate commencement or prosecution or completion without undue delay of the **Work** is necessary for the preservation of the **Site** and/or for the protection of the life and limb of the persons using the same, such laborers, workers, and mechanics shall be permitted or required to work more than eight (8) hours in any one (1) **Day**; or five (5) **Days** in any one (1) week; provided, however, that upon application of any **Contractor**, the **Commissioner** shall have first certified to the Commissioner of Labor of the State of New York (hereinafter "Commissioner of Labor") that such public **Work** is of an important nature and that a delay in carrying it to completion would result in serious disadvantage to the public; and provided, further, that such Commissioner of Labor shall have determined that such an emergency does in fact exist as provided in Labor Law Section 220.2.

37.2.3 Failure of the **Commissioner** to make such a certification to the Commissioner of Labor shall not entitle the **Contractor** to damages for delay or for any cause whatsoever.

37.2.4 Prevailing Rate of Wages: The wages to be paid for a legal day's **Work** to laborers, workers, or mechanics employed upon the **Work** contemplated by this **Contract** or upon any materials to be used thereon shall not be less than the "prevailing rate of wage" as defined in Labor Law Section 220, and as fixed by the **Comptroller** in the attached Schedule of Wage Rates and in updated schedules thereof. The prevailing wage rates and supplemental benefits to be paid are those in effect at the time the **Work** is being performed.

37.2.5 Requests for interpretation or correction in the Information for Bidders includes all requests for clarification of the classification of trades to be employed in the performance of the **Work** under this **Contract**. In the event that a trade not listed in the **Contract** is in fact employed during the performance of this **Contract**, the **Contractor** shall be required to obtain from the **Agency** the prevailing wage rates and supplementary benefits for the trades used and to complete the performance of this **Contract** at the price at which the **Contract** was awarded.

37.2.6 Minimum Wages: Except for employees whose wage is required to be fixed pursuant to Labor Law Section 220, all persons employed by the **Contractor** and any **Subcontractor** in the manufacture or furnishing of the supplies, materials, or equipment, or the furnishing of work, labor, or services, used in the performance of this **Contract**, shall be paid, without subsequent deduction or rebate unless expressly authorized by **Law**, not less than the sum mandated by **Law**.

37.3 Working Conditions: No part of the **Work**, labor or services shall be performed or rendered by

the **Contractor** in any plants, factories, buildings or surroundings or under working conditions which are unsanitary or hazardous or dangerous to the health and safety of employees engaged in the performance of this **Contract**. Compliance with the safety, sanitary, and factory inspection **Laws** of the state in which the **Work** is to be performed shall be prima facie evidence of compliance with this Article 37.3.

37.4 Prevailing Wage Enforcement: The **Contractor** agrees to pay for all costs incurred by the **City** in enforcing prevailing wage requirements, including the cost of any investigation conducted by or on behalf of the **Agency** or the **Comptroller,** where the **City** discovers a failure to comply with any of the requirements of this Article 37 by the **Contractor** or its **Subcontractor(s)**. The **Contractor** also agrees that, should it fail or refuse to pay for any such investigation, the **Agency** is hereby authorized to deduct from a **Contractor's** account an amount equal to the cost of such investigation.

37.4.1 The Labor Law Section 220 and Section 220-d, as amended, provide that this **Contract** shall be forfeited and no sum paid for any **Work** done hereunder on a second conviction for willfully paying less than:

37.4.1(a) The stipulated prevailing wage scale as provided in Labor Law section 220, as amended, or

37.4.1(b) The stipulated minimum hourly wage scale as provided in Labor Law section 220-d, as amended.

37.4.2 For any breach or violation of either working conditions (Article 37.3) or minimum wages (Article 37.2.6) provisions, the party responsible therefor shall be liable to the **City** for liquidated damages, which may be withheld from any amounts due on any contracts with the **City** of such party responsible, or may be recovered in actions brought by the **City** Corporation Counsel in the name of the **City**, in addition to damages for any other breach of this **Contract**, for a sum equal to the amount of any underpayment of wages due to any employee engaged in the performance of this **Contract**. In addition, the **Commissioner** shall have the right to cancel contracts and enter into other contracts for the completion of the original contract, with or without public letting, and the original **Contractor** shall be liable for any additional cost. All sums withheld or recovered as deductions, rebates, refunds, or underpayment of wages hereunder, shall be held in a special deposit account and shall be paid without interest, on order of the **Comptroller**, directly to the employees who have been paid less than minimum rates of pay as set forth herein and on whose account such sums were withheld or recovered, provided that no claims by employees for such payments shall be entertained unless made within two (2) years from the date of actual notice to the **Contractor** of the withholding or recovery of such sums by the **City**.

37.4.3 A determination by the **Comptroller** that a **Contractor** and/or its **Subcontractor** willfully violated Labor Law Section 220 will be forwarded to the **City's** five District Attorneys for review.

37.4.4 The **Contractor's** or **Subcontractor's** noncompliance with this Article 37.4 and Labor Law Section 220 may result in an unsatisfactory performance evaluation and the **Comptroller** may also find and determine that the **Contractor** or **Subcontractor** willfully violated the New York Labor **Law**.

37.4.4(a) An unsatisfactory performance evaluation for noncompliance with this Article 37.4 may result in a determination that the **Contractor** is a non-responsible bidder on subsequent procurements with the **City** and thus a rejection of a future award

of a contract with the **City**, as well as any other sanctions provided for by**Law**.

37.4.4(b) Labor Law Section 220-b, as amended, provides that when two (2) final determinations have been rendered against a **Contractor** or **Subcontractor** within any consecutive six (6) year period determining that such **Contractor** or **Subcontractor** has willfully failed to pay the prevailing rate of wages or to provide supplements in accordance with the Labor Law and this Article 37.4, whether such failures were concurrent or consecutive and whether or not such final determinations concerning separate public works projects are rendered simultaneously, such **Contractor** or **Subcontractor** shall be ineligible to submit a bid on or be awarded any public works contract with the **City** for a period of five (5) years from the second final determination. If the final determination involves the falsification of payroll records or the kickback of wages or supplements, the **Contractor** or **Subcontractor** shall be ineligible to submit a bid on or be awarded any public works contract with the **City** for a period of five (5) years from the first final determination.

37.4.4(c) Labor Law Section 220, as amended, provides that the **Contractor** or **Subcontractor** found to have violated this Article 37.4 may be directed to make payment of wages or supplements including interest found to be due, and the **Contractor** or **Subcontractor** may be directed to make payment of a further sum asa civil penalty in an amount not exceeding twenty-five (25%) percent of the total amount found to be due.

37.5 The **Contractor** and its **Subcontractors** shall within ten (10) **Days** after mailing of a Noticeof Award or written order, post in prominent and conspicuous places in each and every plant, factory, building, and structure where employees of the **Contractor** and its **Subcontractors** engaged in the performance of this **Contract** are employed, notices furnished by the **City**, in relation to prevailing wages and supplements, minimum wages, and other stipulations contained in Sections 220 and 220-h of the Labor Law, and the **Contractor** and its **Subcontractors** shall continue to keep such notices posted in such prominent and conspicuous places until **Final Acceptance** of the supplies, materials, equipment, or **Work**, labor, or services required to be furnished or rendered under this **Contract**.

37.6 The **Contractor** shall strictly comply with all of the provisions of Articles 37.6.1 through 37.6.5, and provide for all workers, laborers or mechanics in its employ, the following:

37.6.1 Notices Posted At **Site**: Post, in a location designated by the **City**, schedules of prevailing wages and supplements for this **Project**, a copy of all re-determinations of such schedules for the **Project**, the Workers' Compensation **Law** Section 51 notice, all other notices required by **Law** to be posted at the **Site**, the **City** notice that this **Project** is a public works project on which each worker is entitled to receive the prevailing wages and supplements for the occupation at which he or she is working, and all other notices whichthe **City** directs the **Contractor** to post. The **Contractor** shall provide a surface for such notices which is satisfactory to the **City**. The **Contractor** shall maintain and keep current such notices in a legible manner and shall replace any notice or schedule which is damaged, defaced, illegible or removed for any reason. The **Contractor** shall post such notices before commencing any **Work** on the **Site** and shall maintain such notices until all **Work**on the **Site** is complete; and

37.6.2 Daily **Site** Sign-in Sheets: Maintain daily **Site** sign-in sheets, and require that **Subcontractors** maintain daily **Site** sign-in sheets for its employees, which include blank spaces for an employee's name to be both printed and signed, job title, date started and Social Security number, the time the employee began work and the time the employee left

work, until **Final Acceptance** of the supplies, materials, equipment, or **Work**, labor, or services to be furnished or rendered under this **Contract** unless exception is granted by the **Comptroller** upon application by the **Agency**. In the alternative, subject to the approval of the **CCPO**, the **Contractor** and **Subcontractor** may maintain an electronic or biometric sign-in system, which provides the information required by this Article 37.6.2; and

37.6.3 Individual Employee Information Notices: Distribute a notice to each worker, laborer or mechanic employed under this **Contract**, in a form provided by the **Agency**, that this **Project** is a public works project on which each worker, laborer or mechanic is entitled to receive the prevailing rate of wages and supplements for the occupation at which he orshe is working. If the total cost of the **Work** under this **Contract** is at least two hundred fifty thousand ($250,000) dollars, such notice shall also include a statement that each worker, laborer or mechanic must be certified prior to performing any **Work** as having successfully completed a course in construction safety and health approved by the United States Department of Labor's Occupational Safety and Health Administration that is at least ten (10) hours in duration. Such notice shall be distributed to each worker before he or she starts performing any **Work** of this **Contract** and with the first paycheck after July first of each year. "Worker, laborer or mechanic" includes employees of the **Contractor** and all **Subcontractors** and all employees of suppliers entering the **Site**. At the time of distribution, the **Contractor** shall have each worker, laborer or mechanic sign a statement, in a form provided by the **Agency**, certifying that the worker has received the notice required by this Article 37.6.3, which signed statement shall be maintained with the payroll records required by this **Contract**; and

37.6.3(a) The **Contractor** and each **Subcontractor** shall notify each worker, laborer or mechanic employed under this **Contract** in writing of the prevailing rate of wages for their particular job classification. Such notification shall be given to every worker, laborer, and mechanic on their first pay stub and with every pay stub thereafter; and

37.6.4 **Site** Laminated Identification Badges: The **Contractor** shall provide laminated identification badges which include a photograph of the worker's, laborer's or mechanic's face and indicate the worker's, laborer's or mechanic's name, trade, employer's name, and employment starting date (month/day/year). Further, the **Contractor** shall require as acondition of employment on the **Site**, that each and every worker, laborer or mechanic wear the laminated identification badge at all times and that it may be seen by any representative of the **City**. The **Commissioner** may grant a written waiver from the requirement that the laminated identification badge include a photograph if the **Contractor** demonstrates that the identity of an individual wearing a laminated identification badge can be easily verified by another method; and

37.6.5 Language Other Than English Used On **Site**: Provide the **ACCO** notice when three (3) or more employees (worker and/or laborer and/or mechanic) on the **Site**, at any time, speak a language other than English. The **ACCO** will then provide the **Contractor** the notices described in Article 37.6.1 in that language or languages as may be required. The **Contractor** is responsible for all distributions under this Article 37; and

37.6.6 Provision of Records: The **Contractor** and **Subcontractor(s)** shall produce within five (5) **Days** on the **Site** of the **Work** and upon a written order of the **Engineer**, the **Commissioner**, the **ACCO**, the **Agency EAO**, or the **Comptroller,** such records as are required to be kept by this Article 37.6; and

37.6.7 The **Contractor** and **Subcontractor(s)** shall pay employees by check or direct deposit. If this **Contract** is for an amount greater than one million ($1,000,000) dollars, checks issued by the **Contractor** to covered employees shall be generated by a payroll service or automated payroll system (an in-house system may be used if approved by the **Agency**). For any subcontract for an amount greater than seven hundred fifty thousand ($750,000) dollars, checks issued by a **Subcontractor** to covered employees shall be generated by a payroll service or automated payroll system (an in-house system may be usedif approved by the **Agency**); and

37.6.8 The failure of the **Contractor** or **Subcontractor(s)** to comply with the provisions of Articles 37.6.1 through 37.6.7 may result in the **Commissioner** declaring the **Contractor** in default and/or the withholding of payments otherwise due under the **Contract**.

37.7 The **Contractor** and its **Subcontractors** shall keep such employment and payroll records as are required by Section 220 of the Labor Law. The failure of the **Contractor** or **Subcontractor(s)** to comply with the provisions of this Article 37.7 may result in the **Commissioner** declaring the **Contractor** in default and/or the withholding of payments otherwise due under the **Contract.**

37.8 At the time the **Contractor** makes application for each partial payment and for final payment, the **Contractor** shall submit to the **Commissioner** a written payroll certification, in the form provided by this **Contract**, of compliance with the prevailing wage, minimum wage, and other provisions and stipulations required by Labor Law Section 220 and of compliance with the training requirements of Labor Law Section 220-h set forth in Article 35.2. This certification of compliance shall be a condition precedent to payment and no payment shall be made to the **Contractor** unless and until each such certification shall have been submitted to and received by the **Commissioner**.

37.9 This **Contract** is executed by the **Contractor** with the express warranty and representation that the **Contractor** is not disqualified under the provisions of Section 220 of the Labor Law from the award of the **Contract**.

37.10 Any breach or violation of any of the foregoing shall be deemed a breach or violation of a material provision of this **Contract**, and grounds for cancellation thereof by the **City**.

ARTICLE 38. PAYROLL REPORTS

38.1 The **Contractor** and its **Subcontractor(s)** shall maintain on the **Site** during the performanceof the **Work** the original payrolls or transcripts thereof which the **Contractor** and its **Subcontractor(s)** are required to maintain and shall submit such original payrolls or transcripts, subscribed and affirmed by it as true, within thirty (30) **Days** after issuance of its first payroll, and every thirty (30) **Days** thereafter, pursuant to Labor Law Section 220(3-a)(a)(iii). The **Contractor** and **Subcontractor(s)** shall submit such original payrolls or transcripts along with each and every payment requisition. If payment requisitions are not submitted at least once a month, the **Contractor** and its **Subcontractor(s)** shall submit original payrolls and transcripts both along with its payment requisitions and independently of its payment requisitions.

38.2 The **Contractor** shall maintain payrolls or transcripts thereof for six (6) years from the date of completion of the **Work** on this **Contract**. If such payrolls and transcripts are maintained outside of New York City after the completion of the **Work** and their production is required pursuant to this Article 38, the **Contractor** shall produce such records in New York City upon request by the City.

38.3 The **Contractor** and **Subcontractor(s)** shall comply with any written order, direction, or request made by the **Engineer**, the **Commissioner**, the **ACCO**, the **Agency EAO**, the **Agency Labor Law**

Investigator(s), or the **Comptroller**, to provide to the requesting party any of the following information and/or records within five (5) **Days** of such written order, direction, or request:

38.3.1 Such original payrolls or transcripts thereof subscribed and affirmed by it as true and the statements signed by each worker pursuant to this Chapter VIII; and/or

38.3.2 Attendance sheets for each **Day** on which any employee of the **Contractor** and/or any of the **Subcontractor(s)** performed **Work** on the **Site**, which attendance sheet shall be in a form acceptable to the **Agency** and shall provide information acceptable to the **Agency** to identify each such employee; and/or

38.3.3 Any other information to satisfy the **Engineer**, the **Commissioner**, the **ACCO**, the **Agency EAO**, the **Agency Labor Law Investigator(s)** or the **Comptroller**, that this Chapter VIII and the Labor Law, as to the hours of employment and prevailing rates of wages and/or supplemental benefits, are being observed.

38.4 The failure of the **Contractor** or **Subcontractor(s)** to comply with the provisions of Articles 38.1 and/or 38.2 may result in the **Commissioner** declaring the **Contractor** in default and/or the withholding of payments otherwise due under the **Contract**.

ARTICLE 39. DUST HAZARDS

39.1 Should a harmful dust hazard be created in performing the **Work** of this **Contract**, for the elimination of which appliances or methods have been approved by the Board of Standards and Appeals of the City of New York, such appliances and methods shall be installed, maintained, and effectively operated during the continuance of such harmful dust hazard. Failure to comply with this provision after notice shall make this **Contract** voidable at the sole discretion of the **City**.

CHAPTER IX: PARTIAL AND FINAL PAYMENTS

ARTICLE 40. CONTRACT PRICE

40.1 The **City** shall pay, and the **Contractor** agrees to accept, in full consideration for the **Contractor's** performance of the **Work** subject to the terms and conditions hereof, the lump sum priceor unit prices for which this **Contract** was awarded, plus the amount required to be paid for any **Extra Work** ordered by the **Commissioner** under Article 25, less credit for any **Work** omitted pursuant to Article 29.

ARTICLE 41. BID BREAKDOWN ON LUMP SUM

41.1 Within fifteen (15) **Days** after the commencement date specified in the **Notice to Proceed** or **Order to Work**, unless otherwise directed by the **Resident Engineer**, the **Contractor** shall submitto the **Resident Engineer** a breakdown of its bid price, or of lump sums bid for items of the **Contract**, showing the various operations to be performed under the **Contract**, as directed in the progress schedule required under Article 9, and the value of each of such operations, the total of such items to equal the lump sum price bid. Said breakdown must be approved in writing by the **Resident Engineer**.

41.2 No partial payment will be approved until the **Contractor** submits a bid breakdown that is acceptable to the **Resident Engineer**.

41.3 The **Contractor** shall also submit such other information relating to the bid breakdown as directed by the **Resident Engineer**. Thereafter, the breakdown may be used only for checking the **Contractor's** applications for partial payments hereunder, but shall not be binding upon the **City**, the **Commissioner**, or the **Engineer** for any purpose whatsoever.

ARTICLE 42. PARTIAL PAYMENTS

42.1 From time to time as the **Work** progresses satisfactorily, but not more often than once each calendar month (except where the **Commissioner** approves in writing the submission of invoices on a more frequent basis and for invoices relating to **Work** performed pursuant to a change order), the **Contractor** may submit to the **Engineer** a requisition for a partial payment in the prescribed form, which shall contain an estimate of the quantity and the fair value of the **Work** done during the payment period.

42.2 Partial payments may be made for materials, fixtures, and equipment in advance of their actual incorporation in the **Work**, as the **Commissioner** may approve, and upon the terms and conditions set forth in the General Conditions.

42.3 The **Contractor** shall also submit to the **Commissioner** in connection with every application for partial payment a verified statement in the form prescribed by the **Comptroller** setting forth the information required under Labor Law Section 220-a.

42.4 Within thirty (30) **Days** after receipt of a satisfactory payment application, and within sixty (60) **Days** after receipt of a satisfactory payment application in relation to **Work** performed pursuant to a change order, the **Engineer** will prepare and certify, and the **Commissioner** will approve, a voucher for a partial payment in the amount of such approved estimate, less any and all deductions authorized to be made by the **Commissioner** under the terms of this **Contract** or by **Law**.

ARTICLE 43. PROMPT PAYMENT

43.1 The Prompt Payment provisions of the **PPB** Rules in effect at the time of the bid will be applicable to payments made under this **Contract**. The provisions require the payment to the **Contractor** of interest on payments made after the required payment date, except as set forth in the **PPB** Rules.

43.2 The **Contractor** shall submit a proper invoice to receive payment, except where the **Contract** provides that the **Contractor** will be paid at predetermined intervals without having to submit an invoice for each scheduled payment.

43.3 Determination of interest due will be made in accordance with the **PPB** Rules.

43.4 If the **Contractor** is paid interest, the proportionate share(s) of that interest shall be forwarded by the **Contractor** to its **Subcontractor(s)**.

43.5 The **Contractor** shall pay each **Subcontractor** or **Materialman** not later than seven (7) **Days** after receipt of payment out of amounts paid to the **Contractor** by the **City** for **Work** performed by the **Subcontractor** or **Materialman** under this **Contract**.

43.5.1 If **Contractor** fails to make any payment to any **Subcontractor** or **Materialman** within seven (7) **Days** after receipt of payment by the **City** pursuant to this Article 43.5,

then the **Contractor** shall pay interest on amounts due to such **Subcontractor** or **Materialman** at the rate of interest in effect on the date such payment is made by the **Contractor** computed in accordance with Section 756-b (1)(b) of the New York General Business Law. Accrual of interest shall commence on the **Day** immediately following the expiration of the seventh **Day** following receipt of payment by the **Contractor** from the **City** and shall end on the date on which payment is made.

43.6 The **Contractor** shall include in each of its subcontracts a provision requiring each **Subcontractor** to make payment to each of its **Subcontractors** or **Materialmen** for **Work** performed under this **Contract** in the same manner and within the same time period set forth above.

ARTICLE 44. SUBSTANTIAL COMPLETION PAYMENT

44.1 The **Contractor** shall submit with the **Substantial Completion** requisition:

44.1.1 A final verified statement of any pending Article 27 disputes in accordance with the **PPB** Rules and this **Contract** and any and all alleged claims against the **City**, in any way connected with or arising out of this **Contract** (including those as to which details may have been furnished pursuant to Articles 11, 27, 28, and 30) setting forth with respect to each such claim the total amount thereof, the various items of labor and materials included therein, and the alleged value of each item; and if the alleged claim be one for delay, the alleged cause of each such delay, the period or periods of time, giving the dates when the **Contractor** claims the performance of the **Work** or a particular part thereof was delayed,and an itemized statement and breakdown of the amount claimed for each such delay.

44.1.1(a) With respect to each such claim, the **Commissioner**, the **Comptroller** and, in the event of litigation, the **City** Corporation Counsel shall have the same right to inspect, and to make extracts or copies of, the **Contractor's** books, vouchers, records, etc., as is referred to in Articles 11, 27, 28, and 30. Nothing contained in this Article 44.1.1(a) is intended to or shall relieve the **Contractor** from the obligation of complying strictly with Articles 11, 27, 28, and 30. The **Contractor** is warned that unless such claims are completely set forth as herein required, the **Contractor** upon acceptance of the **Substantial Completion** payment pursuant to this Article 44, will have waived any such claims.

44.1.2 A **Final Approved Punch List**.

44.1.3 Where required, a request for an extension of time to achieve **Substantial Completion** or final extension of time.

44.2 The **Commissioner** shall issue a voucher calling for payment of any part or all of the balance due for **Work** performed under the **Contract**, including monies retained under Article 21, less any and all deductions authorized to be made by the **Commissioner**, under this **Contract** or by **Law**, and less twice the amount the **Commissioner** considers necessary to ensure the completion of the balance of the **Work** by the **Contractor**. Such a payment shall be considered a partial and not a final payment. No **Substantial Completion** payment shall be made under this Article 44 where the **Contractor** failed to complete the **Work** within the time fixed for such completion in the Schedule A of the General Conditions, or within the time to which completion may have been extended, until an extension or extensions of time for the completion of **Work** have been acted upon pursuant to Article 13.

44.3 No further partial payments shall be made to the **Contractor** after **Substantial Completion**, except the **Substantial Completion** payment and payment pursuant to any **Contractor's** requisition that were properly filed with the **Commissioner** prior to the date of **Substantial Completion**; however, the **Commissioner** may grant a waiver for further partial payments after the date of **Substantial Completion** to permit payments for change order **Work** and/or release of retainage and deposits pursuant to Articles 21 and 24. Such waiver shall be in writing.

44.4 The **Contractor** acknowledges that nothing contained in this Article 44 is intended to or shall in any way diminish the force and effect of Article 13.

ARTICLE 45. FINAL PAYMENT

45.1 After completion and **Final Acceptance** of the **Work**, the **Contractor** shall submit all required certificates and documents, together with a requisition for the balance claimed to be due under the **Contract**, less the amount authorized to be retained for maintenance under Article 24. Such submission shall be within 90 days of the date of the **Commissioner's** written determination of **Final Acceptance**, or within such additional time as may be granted by the **Commissioner** in writing. If the **Contractor** fails to submit all required certificates and documents within the time allowed, no payment of the balance claimed shall be made to the **Contractor** and the **Contractor** shall be deemed to have forfeited its right to payment of any balance claimed. A verified statement similar to that required in connection with applications for partial payments shall also be submitted to the **Commissioner**.

45.2 Amended Verified Statement of Claims: The **Contractor** shall also submit with the final requisition any amendments to the final verified statement of any pending dispute resolution procedures in accordance with the **PPB** Rules and this **Contract** and any and all alleged claims against the **City**, in any way connected with or arising out of this **Contract** (including those as to which details may have been furnished pursuant to Articles 11, 27, 28, and 30) that have occurred subsequent to **Substantial Completion**, setting forth with respect to each such claim the total amount thereof, the various items of labor and materials included therein, and the alleged value of each such item; and if the alleged claim be one for delay, the alleged cause of each such delay, the period or periods of time, giving the dates when the **Contractor** claims the performance of the **Work** or a particular part thereof was delayed, and an itemized statement and breakdown of the amount claimed for each such delay. With reference to each such claim, the **Commissioner**, the **Comptroller** and, in the event of litigation, the **City** Corporation Counsel shall have the same right to inspect, and to make extracts or copies of, the **Contractor's** books, vouchers, records, etc., as is referred to in Articles 11, 27, 28, and 30. Nothing contained in this Article 45.2, is intended to or shall relieve the **Contractor** from the obligation of complying strictly with Articles 11, 27, 28, and 30. The **Contractor** is warned that unless such claims are completely set forth as herein required, the **Contractor**, upon acceptance of the Final Payment pursuant to Article 46, will have waived any such claims.

45.3 Preparation of Final Voucher: Upon determining the balance due hereunder other than on account of claims, the **Engineer** will prepare and certify, for the Commissioner's approval, a voucher for final payment in that amount less any and all deductions authorized to be made by the **Commissioner** under this **Contract** or by **Law**. In the case of a lump sum **Contract**, the **Commissioner** shall certify the voucher for final payment within thirty (30) **Days** from the date of completion and acceptance of the **Work**, provided all requests for extensions of time have been acted upon.

45.3.1 All prior certificates and vouchers upon which partial payments were made, being merely estimates made to enable the **Contractor** to prosecute the **Work** more advantageously, shall be subject to correction in the final voucher, and the certification of the **Engineer**

thereon and the approval of the **Commissioner** thereof, shall be conditions precedent to the right of the **Contractor** to receive any money hereunder. Such final voucher shall be binding and conclusive upon the **Contractor**.

45.3.2 Payment pursuant to such final voucher, less any deductions authorized to be made by the **Commissioner** under this **Contract** or by **Law**, shall constitute the final payment, and shall be made by the **Comptroller** within thirty (30) **Days** after the filing of such voucher in his/her office.

45.4 The **Contractor** acknowledges that nothing contained in this Article 45 is intended to or shall in any way diminish the force and effect of Article 13.

ARTICLE 46. ACCEPTANCE OF FINAL PAYMENT

46.1 The acceptance by the **Contractor**, or by anyone claiming by or through it, of the final payment, whether such payment be made pursuant to any judgment of any court, or otherwise, shall constitute and operate as a release of the **City** from any and all claims of and liability to the **Contractor** for anything heretofore done or furnished for the **Contractor** relating to or arising out of this **Contract** and the **Work** done hereunder, and for any prior act, neglect or default on the part of the **City** or any of its officials, agents or employees, excepting only a claim against the **City** for the amounts deducted or retained in accordance with the terms and provisions of this **Contract** or by **Law**, and excepting any claims, not otherwise waived, or any pending dispute resolution procedures which are contained in the verified statement filed with the **Contractor's** substantial and final requisitions pursuant to Articles 44and 45.

46.2 The **Contractor** is warned that the execution by it of a release, in connection with the acceptance of the final payment, containing language purporting to reserve claims other than those herein specifically excepted from the operation of this Article 46, or those for amounts deducted by the **Commissioner** from the final requisition or from the final payment as certified by the **Engineer** and approved by the **Commissioner**, shall not be effective to reserve such claims, anything stated to the **Contractor** orally or in writing by any official, agent or employee of the **City** to the contrary notwithstanding.

46.3 Should the **Contractor** refuse to accept the final payment as tendered by the **Comptroller**, it shall constitute a waiver of any right to interest thereon.

46.4 The **Contractor**, however, shall not be barred by this Article 46 from commencing an action for breach of **Contract** to the extent permitted by **Law** and by the terms of the **Contract** for any claims that are contained in the verified statement filed with the **Contractor's** substantial and final requisitions pursuant to Articles 44 and 45 or that arose after submission of the final payment requisition, provided that a detailed and verified statement of claim is served upon the contracting **Agency** and **Comptroller** not later than forty (40) **Days** after the making of such final payment by electronic funds transfer (EFT)or the mailing of such final payment. The statement shall specify the items upon which the claim will be based and any such claim shall be limited to such items.

ARTICLE 47. APPROVAL BY PUBLIC DESIGN COMMISSION

47.1 All works of art, including paintings, mural decorations, stained glass, statues, bas-reliefs, and other sculptures, monuments, fountains, arches, and other structures of a permanent character intendedfor ornament or commemoration, and every design of the same to be used in the performance of this **Contract**, and the design of all bridges, approaches, buildings, gates, fences, lamps, or structures to be erected, pursuant

to the terms of this **Contract**, shall be submitted to the Art Commission, d/b/a the Public Design Commission of the City of New York, and shall be approved by the Public Design Commission prior to the erection or placing in position of the same. The final payment shall not become due or payable under this **Contract** unless and until the Public Design Commission shall certify that the design for the **Work** herein contracted for has been approved by the said Public Design Commission, and that the same has been executed in substantial accordance with the design so approved, pursuant to the provisions of Chapter 37, Section 854 of the **City** Charter, as amended.

CHAPTER X: CONTRACTOR'S DEFAULT

ARTICLE 48. COMMISSIONER'S RIGHT TO DECLARE CONTRACTOR IN DEFAULT

48.1 In addition to those instances specifically referred to in other Articles herein, the **Commissioner** shall have the right to declare the **Contractor** in default of this **Contract** if:

48.1.1 The **Contractor** fails to commence **Work** when notified to do so by the **Commissioner**; or if

48.1.2 The **Contractor** shall abandon the **Work**; or if

48.1.3 The **Contractor** shall refuse to proceed with the **Work** when and as directed by the **Commissioner**; or if

48.1.4 The **Contractor** shall, without just cause, reduce its working force to a number which, if maintained, would be insufficient, in the opinion of the **Commissioner**, to complete the **Work** in accordance with the progress schedule; or if

48.1.5 The **Contractor** shall fail or refuse to increase sufficiently such working force when ordered to do so by the **Commissioner**; or if

48.1.6 The **Contractor** shall sublet, assign, transfer, convert or otherwise dispose of this **Contract** other than as herein specified; or sell or assign a majority interest in the **Contractor**; or if

48.1.7 The **Contractor** fails to secure and maintain all required insurance; or if

48.1.8 A receiver or receivers are appointed to take charge of the **Contractor's** property or affairs; or if

48.1.9 The **Commissioner** shall be of the opinion that the **Contractor** is or has been unnecessarily or unreasonably or willfully delaying the performance and completion of the **Work**, or the award of necessary subcontracts, or the placing of necessary material and equipment orders; or if

48.1.10 The **Commissioner** shall be of the opinion that the **Contractor** is or has been willfully or in bad faith violating any of the provisions of this **Contract**; or if

48.1.11 The **Commissioner** shall be of the opinion that the **Work** cannot be completed within the time herein provided therefor or within the time to which such completion may have been extended; provided, however, that the impossibility of timely completion is, in the

Commissioner's opinion, attributable to conditions within the **Contractor's** control; orif

48.1.12 The **Work** is not completed within the time herein provided therefor or within the time to which the **Contractor** may be entitled to have such completion extended; or if

48.1.13 Any statement or representation of the **Contractor** in the **Contract** or in any document submitted by the **Contractor** with respect to the **Work**, the **Project**, or the **Contract** (or for purposes of securing the **Contract**) was untrue or incorrect when made; or if

48.1.14 The **Contractor** or any of its officers, directors, partners, five (5%) percent shareholders, principals, or other persons substantially involved in its activities, commits any of the acts or omissions specified as the grounds for debarment in the **PPB** Rules.

48.2 Before the **Commissioner** shall exercise his/her right to declare the **Contractor** in default, the **Commissioner** shall give the **Contractor** an opportunity to be heard, upon not less than two (2) **Days**' notice.

ARTICLE 49. EXERCISE OF THE RIGHT TO DECLARE DEFAULT

49.1 The right to declare the **Contractor** in default for any of the grounds specified or referred to in Article 48 shall be exercised by sending the **Contractor** a notice, signed by the **Commissioner**, setting forth the ground or grounds upon which such default is declared (hereinafter referred to as a "Notice of Default").

49.2 The **Commissioner's** determination that the **Contractor** is in default shall be conclusive, final, and binding on the parties and such a finding shall preclude the **Contractor** from commencing a plenary action for any damages relating to the **Contract**. If the **Contractor** protests the determination of the **Commissioner**, the **Contractor** may commence an action in a court of competent jurisdiction of the State of New York under Article 78 of the New York Civil Practice Law and Rules.

ARTICLE 50. QUITTING THE SITE

50.1 Upon receipt of such notice the **Contractor** shall immediately discontinue all further operations under this **Contract** and shall immediately quit the **Site**, leaving untouched all plant, materials, equipment, tools, and supplies then on the **Site**.

ARTICLE 51. COMPLETION OF THE WORK

51.1 The **Commissioner**, after declaring the **Contractor** in default, may then have the **Work** completed by such means and in such manner, by contract with or without public letting, or otherwise, as he/she may deem advisable, utilizing for such purpose such of the **Contractor's** plant, materials, equipment, tools, and supplies remaining on the **Site**, and also such **Subcontractors**, as he/she may deem advisable.

51.2 After such completion, the **Commissioner** shall make a certificate stating the expense incurred in such completion, which shall include the cost of re-letting and also the total amount of liquidated damages (at the rate provided for in the **Contract**) from the date when the **Work** should have been completed by the **Contractor** in accordance with the terms hereof to the date of actual completion of the **Work**. Such certificate shall be binding and conclusive upon the **Contractor**, its sureties, and any person claiming under the **Contractor**, as to the amount thereof.

51.3 The expense of such completion, including any and all related and incidental costs, as so certified by the **Commissioner**, and any liquidated damages assessed against the **Contractor**, shall be charged against and deducted out of monies which are earned by the **Contractor** prior to the date of default. Should the expense of such completion, as certified by the **Commissioner**, exceed the total sum which would have been payable under the **Contract** if it had been completed by the **Contractor**, any excess shall be paid by the **Contractor**.

ARTICLE 52. PARTIAL DEFAULT

52.1 In case the **Commissioner** shall declare the **Contractor** in default as to a part of the **Work** only, the **Contractor** shall discontinue such part, shall continue performing the remainder of the **Work**in strict conformity with the terms of this **Contract**, and shall in no way hinder or interfere with any **Other Contractor(s)** or persons whom the **Commissioner** may engage to complete the **Work** as to which the **Contractor** was declared in default.

52.2 The provisions of this Chapter relating to declaring the **Contractor** in default as to the entire **Work** shall be equally applicable to a declaration of partial default, except that the **Commissioner** shallbe entitled to utilize for completion of the part of the **Work** as to which the **Contractor** was declared in default only such plant, materials, equipment, tools, and supplies as had been previously used by the **Contractor** on such part.

ARTICLE 53. PERFORMANCE OF UNCOMPLETED WORK

53.1 In completing the whole or any part of the **Work** under the provisions of this Chapter X, the **Commissioner** shall have the power to depart from or change or vary the terms and provisions of this **Contract**, provided, however, that such departure, change or variation is made for the purpose ofreducing the time or expense of such completion. Such departure, change or variation, even to the extent of accepting a lesser or different performance, shall not affect the conclusiveness of the **Commissioner's** certificate of the cost of completion referred to in Article 51, nor shall it constitute a defense to an action to recover the amount by which such certificate exceeds the amount which would have been payable to the **Contractor** hereunder but for its default.

ARTICLE 54. OTHER REMEDIES

54.1 In addition to the right to declare the **Contractor** in default pursuant to this Chapter X, the **Commissioner** shall have the absolute right, in his/her sole discretion and without a hearing, to complete or cause to be completed in the same manner as described in Articles 51 and 53, any or all unsatisfactory or uncompleted punch list **Work** that remains after the completion date specified in the **Final Approved Punch List**. A written notice of the exercise of this right shall be sent to the **Contractor** who shall immediately quit the **Site** in accordance with the provisions of Article 50.

54.2 The expense of completion permitted under Article 54.1, including any and all related and incidental costs, as so certified by the **Commissioner**, shall be charged against and deducted out of monies which have been earned by the **Contractor** prior to the date of the exercise of the right set forthin Article 54.1; the balance of such monies, if any, subject to the other provisions of this **Contract**, to be paid to the **Contractor** without interest after such completion. Should the expense of such completion,as certified by

the **Commissioner**, exceed the total sum which would have been payable under the **Contract** if it had been completed by the **Contractor**, any excess shall be paid by the **Contractor**.

54.3 The previous provisions of this Chapter X shall be in addition to any and all other remedies available under **Law** or in equity.

54.4 The exercise by the **City** of any remedy set forth herein shall not be deemed a waiver by the **City** of any other legal or equitable remedy contained in this **Contract** or provided under **Law**.

CHAPTER XI: MISCELLANEOUS PROVISIONS

ARTICLE 55. CONTRACTOR'S WARRANTIES

55.1 In consideration of, and to induce, the award of this **Contract** to the **Contractor**, the **Contractor** represents and warrants:

55.1.1 That it is financially solvent, sufficiently experienced and competent to performthe **Work**; and

55.1.2 That the facts stated in its bid and the information given by it pursuant to the Information for Bidders is true and correct in all respects; and

55.1.3 That it has read and complied with all requirements set forth in the **Contract**.

ARTICLE 56. CLAIMS AND ACTIONS THEREON

56.1 Any claim, that is not subject to dispute resolution under the **PPB** Rules or this **Contract**, against the **City** for damages for breach of **Contract** shall not be made or asserted in any action, unless the **Contractor** shall have strictly complied with all requirements relating to the giving of notice and of information with respect to such claims, as herein before provided.

56.2 Nor shall any action be instituted or maintained on any such claims unless such action is commenced within six (6) months after **Substantial Completion**; except that:

56.2.1 Any claims arising out of events occurring after **Substantial Completion** and before **Final Acceptance** of the **Work** shall be asserted within six (6) months of **Final Acceptance** of the **Work**;

56.2.2 If the **Commissioner** exercises his/her right to complete or cause to complete any or all unsatisfactory or uncompleted punch list **Work** that remains after the completion date specified in the **Final Approved Punch List** pursuant to Article 54, any such action shall be commenced within six (6) months from the date the **Commissioner** notifies the **Contractor** in writing that he/she has exercised such right. Any claims for monies deducted, retained or withheld under the provisions of this **Contract** shall be assertedwithin six (6) months after the date when such monies otherwise become due and payable hereunder; and

56.2.3 If the **Commissioner** exercises his/her right to terminate the **Contract** pursuant to Article 64, any such action shall be commenced within six (6) months of the date the **Commissioner** exercises said right.

ARTICLE 57. INFRINGEMENT

57.1 The **Contractor** shall be solely responsible for and shall defend, indemnify, and hold the **City** harmless from any and all claims (even if the allegations of the lawsuit are without merit) and judgments for damages and from costs and expenses to which the **City** may be subject to or which it may suffer or incur allegedly arising out of or in connection with any infringement by the **Contractor** of any copyright, trade secrets, trademark or patent rights or any other property or personal right of any third party by the **Contractor** and/or its **Subcontractors** in the performance or completion of the **Work**. Insofar as thefacts or **Law** relating to any claim would preclude the **City** from being completely indemnified by the **Contractor**, the **City** shall be partially indemnified by the **Contractor** to the fullest extent permitted by **Law**.

ARTICLE 58. NO CLAIM AGAINST OFFICIALS, AGENTS OR EMPLOYEES

58.1 No claim whatsoever shall be made by the **Contractor** against any official, agent or employeeof the **City** for, or on account of, anything done or omitted to be done in connection with this **Contract**.

ARTICLE 59. SERVICE OF NOTICES

59.1 The **Contractor** hereby designates the business address, fax number, and email addressspecified in its bid, as the place where all notices, directions or other communications to the **Contractor** may be delivered, or to which they may be mailed. Any notice, direction, or communication from either party to the other shall be in writing and shall be deemed to have been given when (i) delivered personally; (ii) sent by certified mail, return receipt requested; (iii) delivered by overnight or same day courier service in a properly addressed envelope with confirmation; or (iv) sent by fax or email and,unless receipt of the fax or e-mail is acknowledged by the recipient by fax or e-mail, deposited in a post office box regularly maintained by the United States Postal Service in a properly addressed, postage pre- paid envelope.

59.2 **Contractor's** notice address, email address, or fax number may be changed at any time by an instrument in writing, executed and acknowledged by the **Contractor**, and delivered to the**Commissioner**.

59.3 Nothing herein contained shall, however, be deemed to preclude or render inoperative the service of any notice, direction or other communication upon the **Contractor** personally, or, if the **Contractor** is a corporation, upon any officer thereof.

ARTICLE 60. UNLAWFUL PROVISIONS DEEMED STRICKEN FROM CONTRACT

60.1 If this **Contract** contains any unlawful provision not an essential part of the **Contract** and which shall not appear to have been a controlling or material inducement to the making thereof, the same shall be deemed of no effect and shall, upon notice by either party, be deemed stricken from the **Contract** without affecting the binding force of the remainder.

ARTICLE 61. ALL LEGAL PROVISIONS DEEMED INCLUDED

61.1 It is the intent and understanding of the parties to this **Contract** that each and every provision of **Law** required to be inserted in this **Contract** shall be and is inserted herein. Furthermore, it is hereby stipulated that every such provision is to be deemed to be inserted herein, and if, through mistake or otherwise, any such provision is not inserted, or is not inserted in correct form, then this **Contract** shall forthwith upon the application of either party be amended by such insertion so as to comply strictly with the **Law** and without prejudice to the rights of either party hereunder.

ARTICLE 62. TAX EXEMPTION

62.1 The **City** is exempt from payment of Federal, State, and local taxes, including sales and compensating use taxes of the State of New York and its cities and counties on all tangible personal property sold to the **City** pursuant to the provisions of this **Contract**. These taxes are not to be included in bids. However, this exemption does not apply to tools, machinery, equipment or other property leased by or to the **Contractor**, **Subcontractor** or **Materialman** or to tangible personal property which, even though it is consumed, is not incorporated into the completed **Work** (consumable supplies) and tangible personal property that the **Contractor** is required to remove from the **Site** during or upon completion of the **Work**. The **Contractor** and its **Subcontractors** and **Materialmen** shall be responsible for and pay any and all applicable taxes, including sales and compensating use taxes, on such leased tools, machinery, equipment or other property and upon all such consumable supplies and tangible personal property that the **Contractor** is required to remove from the **Site** during or upon completion of the **Work**.

62.2 The **Contractor** agrees to sell and the **City** agrees to purchase all tangible personal property, other than consumable supplies and other tangible personal property that the **Contractor** is required to remove from the **Site** during or upon completion of the **Work**, that is required, necessary or proper for or incidental to the construction of the **Project** covered by this **Contract**. The sum paid under this **Contract** for such tangible personal property shall be in full payment and consideration for the sale of such tangible personal property.

> 62.2.1 The **Contractor** agrees to construct the **Project** and to perform all **Work**, labor and services rendered, necessary, proper or incidental thereto for the sum shown in the bid forthe performance of such **Work**, labor, and services, and the sum so paid pursuant to this **Contract** for such **Work**, labor, and services, shall be in full consideration for the performance by the **Contractor** of all its duties and obligations under this **Contract** in connection with said **Work,** labor, and services.

62.3 20 NYCRR Section 541.3(d) provides that a **Contractor**'s purchases of tangible personal property that is either incorporated into real property owned by a governmental entity or purchased for and sold to a governmental entity are exempt from sales and use tax. The **City** shall not pay sales tax for any such tangible personal property that it purchases from the **Contractor** pursuant to the **Contract.** With respect to such tangible personal property, the **Contractor**, at the request of the **City**, shall furnish to the **City** such bills of sale and other instruments as may be required by the **City**, properly executed, acknowledged and delivered assuring to the **City** title to such tangible personal property, free of liens and/or encumbrances, and the **Contractor** shall mark or otherwise identify all such tangible personal property as the property of the **City**.

62.4 Title to all tangible personal property to be sold by the **Contractor** to the **City** pursuant to the provisions of the **Contract** shall immediately vest in and become the sole property of the **City** upon delivery of such tangible personal property to the **Site**. Notwithstanding such transfer of title, the **Contractor** shall

have the full and continuing responsibility to install such tangible personal property in accordance with the provisions of this **Contract**, protect it, maintain it in a proper condition and forthwith repair, replace and make good any damage thereto, theft or disappearance thereof, and furnish additional tangible personal property in place of any that may be lost, stolen or rendered unusable, without cost to the **City**, until such time as the **Work** covered by the **Contract** is fully accepted by the **City**. Such transfer of title shall in no way affect any of the **Contractor's** obligations hereunder. In the event that, after title has passed to the **City**, any of the tangible personal property is rejected as being defective or otherwise unsatisfactory, title to all such tangible personal property shall be deemed to have been transferred back to the **Contractor**.

62.5 The purchase by **Subcontractors** or **Materialmen** of tangible personal property to be sold hereunder shall be a purchase or procurement for resale to the **Contractor** (either directly or through other **Subcontractors**) and therefore not subject to the aforesaid sales and compensating use taxes, provided that the subcontracts and purchase agreements provide for the resale of such tangible personal property and that such subcontracts and purchase agreements are in a form similar to this **Contract** with respect to the separation of the sale of consumable supplies and tangible personal property that the **Contractor** is required to remove from the **Site** during or upon completion of the **Work** from the **Work** and labor, services, and any other matters to be provided, and provided further that the subcontracts and purchase agreements provide separate prices for tangible personal property and all other services and matters. Such separation shall actually be followed in practice, including the separation of payments for tangible personal property from the payments for other **Work** and labor and other things to be provided.

62.6 The **Contractor** and its **Subcontractors** and **Materialmen** shall furnish a **Contractor** Exempt Purchase Certificate to all persons, firms or corporations from which they purchase tangible personal property for the performance of the **Work** covered by this **Contract**.

62.7 In the event any of the provisions of this Article 62 shall be deemed to be in conflict with any other provisions of this **Contract** or create any ambiguity, then the provisions of this Article 62 shall control.

ARTICLE 63. INVESTIGATION(S) CLAUSE

63.1 The parties to this **Contract** agree to cooperate fully and faithfully with any investigation, audit or inquiry conducted by a United States, a State of New York (State) or a **City** governmental agency or authority that is empowered directly or by designation to compel the attendance of witnesses and to examine witnesses under oath, or conducted by the Inspector General of a governmental agency that is a party in interest to the transaction, submitted bid, submitted proposal, contract, lease, permit or license that is the subject of the investigation, audit or inquiry.

63.2 If any person who has been advised that his/her statement, and any information from such statement, will not be used against him/her in any subsequent criminal proceeding refuses to testify before a grand jury or other governmental agency or authority empowered directly or by designation to compel the attendance of witnesses and to examine witnesses under oath concerning the award of or performance under any transaction, agreement, lease, permit, contract, or license entered into with the **City**, the State, or any political subdivision or public authority thereof, or the Port Authority of NewYork and New Jersey, or any local development corporation within the **City**, or any public benefit corporation organized under the **Laws** of the State of New York, or;

63.3 If any person refuses to testify for a reason other than the assertion of his/her privilege against self incrimination in an investigation, audit or inquiry conducted by a **City** or State governmental agency or authority empowered directly or by designation to compel the attendance of witnesses and to take testimony under oath, or by the Inspector General of the governmental agency that is a party in interestin, and is

seeking testimony concerning the award of, or performance under any transaction, agreement, lease, permit, contract, or license entered into with the **City**, the State, or any political subdivision thereof or any local development corporation within the **City**, then;

63.4 The **Commissioner** whose **Agency** is a party in interest to the transaction, submitted bid, submitted proposal, contract, lease, permit, or license shall convene a hearing, upon not less than five (5) **Days**' written notice to the parties involved to determine if any penalties should attach for the failure of a person to testify.

63.5 If any non-governmental party to the hearing requests an adjournment, the **Commissioner** who convened the hearing may, upon granting the adjournment, suspend any contract, lease, permit, or license, pending the final determination pursuant to Article 63.7 without the **City** incurring any penalty or damages for delay or otherwise.

63.6 The penalties which may attach after a final determination by the **Commissioner** may include but shall not exceed:

63.6.1 The disqualification for a period not to exceed five (5) years from the date of an adverse determination for any person, or any entity of which such person was a member at the time the testimony was sought, from submitting bids for, or transacting business with, or entering into or obtaining any contract, lease, permit or license with or from the **City**; and/or

63.6.2 The cancellation or termination of any and all such existing **City** contracts, leases, permits or licenses that the refusal to testify concerns and that have not been assigned as permitted under this **Contract**, nor the proceeds of which pledged, to an unaffiliated and unrelated institutional lender for fair value prior to the issuance of the notice scheduling the hearing, without the **City** incurring any penalty or damages on account of such cancellation or termination; monies lawfully due for goods delivered, work done, rentals, or fees accrued prior to the cancellation or termination shall be paid by the **City**.

63.7 The **Commissioner** shall consider and address in reaching his/her determination and inassessing an appropriate penalty the factors in Articles 63.7.1 and 63.7.2. The **Commissioner** may also consider, if relevant and appropriate, the criteria established in Articles 63.7.3 and 63.7.4, in addition to any other information which may be relevant and appropriate:

63.7.1 The party's good faith endeavors or lack thereof to cooperate fully and faithfully with any governmental investigation or audit, including but not limited to the discipline, discharge, or disassociation of any person failing to testify, the production of accurate and complete books and records, and the forthcoming testimony of all other members, agents, assignees or fiduciaries whose testimony is sought.

63.7.2 The relationship of the person who refused to testify to any entity that is a party tothe hearing, including but not limited to, whether the person whose testimony is sought has an ownership interest in the entity and/or the degree of authority and responsibility theperson has within the entity.

63.7.3 The nexus of the testimony sought to the subject entity and its contracts, leases, permits or licenses with the **City**.

63.7.4 The effect a penalty may have on an unaffiliated and unrelated party or entity thathas a significant interest in an entity subject to penalties under Article 63.6, provided that the party

or entity has given actual notice to the **Commissioner** upon the acquisition of the interest, or at the hearing called for in Article 63.4, gives notice and proves that such interest was previously acquired. Under either circumstance the party or entity shall present evidence at the hearing demonstrating the potential adverse impact a penalty will have on such person or entity.

63.8 Definitions:

63.8.1 The term "license" or "permit" as used in this Article 63 shall be defined as a license, permit, franchise or concession not granted as a matter of right.

63.8.2 The term "person" as used in this Article 63 shall be defined as any natural person doing business alone or associated with another person or entity as a partner, director, officer, principal or employee.

63.8.3 The term "entity" as used in this Article 63 shall be defined as any firm, partnership, corporation, association, joint venture, or person that receives monies, benefits, licenses, leases, or permits from or through the **City** or otherwise transacts business with the **City**.

63.8.4 The term "member" as used in this Article 63 shall be defined as any person associated with another person or entity as a partner, director, officer, principal or employee.

63.9 In addition to and notwithstanding any other provision of this **Contract**, the **Commissioner** may in his/her sole discretion terminate this **Contract** upon not less than three (3) **Days'** written notice in the event the **Contractor** fails to promptly report in writing to the **Commissioner** of the Department of Investigations ("DOI") of the **City** any solicitation of money, goods, requests for future employment or other benefit or thing of value, by or on behalf of any employee of the **City** or other person, firm, corporation or entity for any purpose which may be related to the procurement or obtaining of this **Contract** by the **Contractor**, or affecting the performance of this **Contract**.

ARTICLE 64. TERMINATION BY THE CITY

64.1 In addition to termination pursuant to any other article of this **Contract**, the **Commissioner** may, at any time, terminate this **Contract** by written notice to the **Contractor**. In the event of termination, the **Contractor** shall, upon receipt of such notice, unless otherwise directed by the **Commissioner**:

64.1.1 Stop **Work** on the date specified in the notice;

64.1.2 Take such action as may be necessary for the protection and preservation of the **City's** materials and property;

64.1.3 Cancel all cancelable orders for material and equipment;

64.1.4 Assign to the **City** and deliver to the **Site** or another location designated by the **Commissioner**, any non-cancelable orders for material and equipment that is not capable of use except in the performance of this **Contract** and has been specifically fabricated for the sole purpose of this **Contract** and not incorporated in the **Work**;

64.1.5 Take no action which will increase the amounts payable by the **City** under this
64.1.5 **Contract**.

64.2 In the event of termination by the **City** pursuant to this Article 64, payment to the **Contractor** shall be in accordance with Articles 64.2.1, 64.2.2 or 64.2.3, to the extent that each respective article applies.

64.2.1 Lump Sum Contracts or Items: On all lump sum **Contracts**, or on lump sum items in a **Contract**, the **City** will pay the **Contractor** the sum of the amounts described in Articles 64.2.1(a) and 64.2.1(b), less all payments previously made pursuant to this **Contract**. On lump sum **Contracts** only, the **City** will also pay the **Contractor** an additional sum as provided in Article 64.2.1(c).

64.2.1(a) For **Work** completed prior to the notice of termination, the **Contractor** shall be paid a pro rata portion of the lump sum bid amount, plus approved change orders, based upon the percent completion of the **Work**, as determined by the **Commissioner**. For the purpose of determining the pro rata portion of the lump sum bid amount to which the **Contractor** is entitled, the bid breakdown submitted in accordance with Article 41 shall be considered, but shall not be dispositive. The **Commissioner's** determination hereunder shall be final, binding, and conclusive.

64.2.1(b) For non-cancelable material and equipment that is not capable of use except in the performance of this **Contract** and has been specifically fabricated for the sole purpose of this **Contract**, but not yet incorporated in the **Work**, the **Contractor** shall be paid the lesser of the following, less salvage value:

64.2.1(b)(i) The Direct Cost, as defined in Article 64.2.4; or

64.2.1(b)(ii) The fair and reasonable value, if less than Direct Cost, of such material and equipment, plus necessary and reasonable delivery costs.

64.2.1(b)(iii) In addition, the **Contractor** shall be paid five (5%) percent of the amount described in Article 64.2.1(b)(i) or Article 64.2.1(b)(ii), whichever applies.

64.2.1(c) Except as otherwise provided in Article 64.2.1(d), on all lump sum **Contracts**, the **Contractor** shall be paid the percentage indicated below applied tothe difference between the total lump sum bid amount and the total of all payments made prior to the notice of termination plus all payments allowed pursuant to Articles 64.2.1(a) and 64.2.1(b):

64.2.1(c)(i) Five (5%) percent of the first five million ($5,000,000) dollars; and

64.2.1(c)(ii) Three (3%) percent of any amount between five million ($5,000,000) dollars and fifteen million ($15,000,000) dollars; plus

64.2.1(c)(iii) One (1%) percent of any amount over fifteen million ($15,000,000) dollars.

64.2.1(d) In the event the **City** terminates a lump sum **Contract** pursuant to this Article 64 within ninety (90) **Days** after registration of the **Contract** with the **Comptroller**, the **Contractor** shall be paid one (1%) percent of the difference between the lump sum bid amount and the total of all payments made pursuant to this Article 64.2.

64.2.2 Unit Price Contracts or Items: On all unit price **Contracts**, or on unit price items ina

Contract, the **City** will pay the **Contractor** the sum of the amounts described in Articles 64.2.2(a) and 64.2.2(b), less all payments previously made pursuant to this **Contract**:

64.2.2(a) For all completed units, the unit price stated in the **Contract**, and

64.2.2(b) For units that have been ordered but are only partially completed, the **Contractor** will be paid:

64.2.2(b)(i) A pro rata portion of the unit price stated in the **Contract** based upon the percent completion of the unit and

64.2.2(b)(ii) For non-cancelable material and equipment, payment willbe made pursuant to Article 64.2.1(b).

64.2.3 Time and Materials Contracts or Items Based on Time and Material Records: On all **Contracts** or items in a **Contract** where payment for the **Work** is based on time and material records, the **Contractor** shall be paid in accordance with Article 26, less all payments previously made pursuant to this **Contract**.

64.2.4 Direct Costs: Direct Costs as used in this Article 64.2 shall mean:

64.2.4(a) The actual purchase price of material and equipment, plus necessary and reasonable delivery costs,

64.2.4(b) The actual cost of labor involved in construction and installation at the **Site**, and

64.2.4(c) The actual cost of necessary bonds and insurance purchased pursuant to requirements of this **Contract** less any amounts that have been or should be refunded by the **Contractor's** sureties or insurance carriers.

64.2.4(d) Direct Costs shall not include overhead.

64.3 In no event shall any payments under this Article 64 exceed the **Contract** price for such items.

64.4 All payments pursuant to Article 64 shall be in the nature of liquidated damages and shall be accepted by the **Contractor** in full satisfaction of all claims against the **City**.

64.5 The **City** may deduct or set off against any sums due and payable pursuant to this Article 64, any deductions authorized by this **Contract** or by **Law** (including but not limited to liquidated damages) and any claims it may have against the **Contractor**. The **City's** exercise of the right to terminate the **Contract** pursuant to this Article 64 shall not impair or otherwise effect the **City's** right to assert any claims it may have against the **Contractor** in a plenary action.

64.6 Where the **Work** covered by the **Contract** has been substantially completed, as determined in writing by the **Commissioner**, termination of the **Work** shall be handled as an omission of **Work** pursuant to Articles 29 and 33, in which case a change order will be issued to reflect an appropriate reduction in the **Contract** sum, or if the amount is determined after final payment, such amount shall be paid by the **Contractor**.

ARTICLE 65. CHOICE OF LAW, CONSENT TO JURISDICTION AND VENUE

65.1 This **Contract** shall be deemed to be executed in the **City** regardless of the domicile of the **Contractor**, and shall be governed by and construed in accordance with the **Laws** of the State of New York and the **Laws** of the United States, where applicable.

65.2 The parties agree that any and all claims asserted against the **City** arising under this **Contract** or related thereto shall be heard and determined in the courts of the State of New York ("New York State Courts") located in the **City** and County of New York. To effect this **Contract** and intent, the **Contractor** agrees:

65.2.1 If the **City** initiates any action against the **Contractor** in Federal court or in a New York State Court, service of process may be made on the **Contractor** either in person, wherever such **Contractor** may be found, or by registered mail addressed to the **Contractor** at its address as set forth in this **Contract**, or to such other address as the **Contractor** may provide to the **City** in writing; and

65.2.2 With respect to any action between the **City** and the **Contractor** in a New York State Court, the **Contractor** hereby expressly waives and relinquishes any rights it might otherwise have:

65.2.2(a) To move to dismiss on grounds of forum non conveniens;

65.2.2(b) To remove to Federal Court; and

65.2.2(c) To move for a change of venue to a New York State Court outside New York County.

65.2.3 With respect to any action brought by the **City** against the **Contractor** in a Federal Court located in the **City**, the **Contractor** expressly waives and relinquishes any right it might otherwise have to move to transfer the action to a Federal Court outside the **City**.

65.2.4 If the **Contractor** commences any action against the **City** in a court located other than in the **City** and County of New York, upon request of the **City**, the **Contractor** shall either consent to a transfer of the action to a New York State Court of competent jurisdiction located in the **City** and County of New York or, if the Court where the action is initially brought will not or cannot transfer the action, the **Contractor** shall consent to dismiss such action without prejudice and may thereafter reinstate the action in a New York State Court of competent jurisdiction in New York County.

65.3 If any provision(s) of this Article 65 is held unenforceable for any reason, each and all other provision(s) shall nevertheless remain in full force and effect.

ARTICLE 66. PARTICIPATION IN AN INTERNATIONAL BOYCOTT

66.1 The **Contractor** agrees that neither the **Contractor** nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions ofthe Federal Export Administration Act of 1979, as amended, or the regulations of the United States Department of Commerce (Commerce Department) promulgated thereunder.

66.2 Upon the final determination by the Commerce Department or any other agency of the United States as to, or conviction of the **Contractor** or a substantially-owned affiliated company thereof for participation in an international boycott in violation of the provisions of the Export Administration Act of 1979, as amended, or the regulations promulgated thereunder, the **Comptroller** may, at his/her option, render forfeit and void this **Contract**.

66.3 The **Contractor** shall comply in all respects, with the provisions of Section 6-114 of the Administrative Code and the rules and regulations issued by the **Comptroller** thereunder.

ARTICLE 67. LOCALLY BASED ENTERPRISE PROGRAM

67.1 This **Contract** is subject to the requirements of Section 6-108.1 of the Administrative Code and regulations promulgated thereunder. No construction contract shall be awarded unless and until these requirements have been complied with in their entirety; however, compliance with this Article 67 is not required if the Agency sets Subcontractor Participation Goals for Minority- and Women-Owned Business Enterprises (M/WBEs).

67.2 Unless specifically waived by the **Commissioner** with the approval of the Division of Economic and Financial Opportunity of the **City** Department of Business Services, if any portion of the **Contract** is subcontracted, not less than ten (10%) percent of the total dollar amount of the **Contract** shall be awarded to locally based enterprises (LBEs); except that where less than ten (10%) percent of the total dollar amount of the **Contract** is subcontracted, such lesser percentage shall be so awarded.

67.3 The **Contractor** shall not require performance and payment bonds from LBE **Subcontractors**.

67.4 If the **Contractor** has indicated prior to award that no **Work** will be subcontracted, no **Work** shall be subcontracted without the prior approval of the **Commissioner**, which shall be granted only ifthe **Contractor** makes a good faith effort beginning at least six (6) weeks before the **Work** is to be performed to obtain LBE **Subcontractors** to perform the **Work**.

67.5 If the **Contractor** has not identified sufficient LBE **Subcontractors** prior to award, it shall sign a letter of compliance stating that it complies with Section 6-108.1 of the Administrative Code, recognizes that achieving the LBE requirement is a condition of its **Contract**, and shall submit documentation demonstrating its good faith efforts to obtain LBEs. After award, the **Contractor** shall begin to solicit LBE's to perform subcontracted **Work** at least six (6) weeks before the date such **Work**is to be performed and shall demonstrate that a good faith effort has been made to obtain LBEs on each subcontract until it meets the required percentage.

67.6 Failure of the **Contractor** to comply with the requirements of Section 6-108.1 of the Administrative Code and the regulations promulgated thereunder shall constitute a material breach of this **Contract**. Remedy for such breach may include the imposition of any or all of the following sanctions:

67.6.1 Reducing the **Contractor's** compensation by an amount equal to the dollar value ofthe percentage of the LBE subcontracting requirement not complied with;

67.6.2 Declaring the **Contractor** in default;

67.6.3 If the **Contractor** is an LBE, de-certifying and declaring the **Contractor** ineligibleto participate in the LBE program for a period of up to three (3) years.

ARTICLE 68. ANTITRUST

68.1 The **Contractor** hereby assigns, sells, and transfers to the **City** all right, title, and interest in and to any claims and causes of action arising under the antitrust **Laws** of New York State or of the United States relating to the particular goods or services purchased or procured by the **City** under this **Contract**.

ARTICLE 69. MacBRIDE PRINCIPLES PROVISIONS

69.1 Notice To All Prospective **Contractors**:

69.1.1 Local Law No. 34 of 1991 became effective on September 10, 1991 and added Section 6-115.1 of the Administrative Code. The local **Law** provides for certain restrictions on **City Contracts** to express the opposition of the people of the **City** to employment discrimination practices in Northern Ireland to promote freedom of work-place opportunity.

69.1.2 Pursuant to Section 6-115.1, prospective **Contractors** for **Contracts** to provide goods or services involving an expenditure of an amount greater than ten thousand ($10,000.) dollars, or for construction involving an amount greater than fifteen thousand ($15,000.) dollars, are asked to sign a rider in which they covenant and represent, as a material condition of their **Contract**, that any business operations in Northern Ireland conducted by the **Contractor** and any individual or legal entity in which the **Contractor** holds a ten (10%) percent or greater ownership interest in the **Contractor** will be conducted in accordance with the MacBride Principles of nondiscrimination in employment.

69.1.3 Prospective **Contractors** are not required to agree to these conditions. However, in the case of **Contracts** let by competitive sealed bidding, whenever the lowest responsible bidder has not agreed to stipulate to the conditions set forth in this notice and another bidder who has agreed to stipulate to such conditions has submitted a bid within five (5%) percent of the lowest responsible bid for a **Contract** to supply goods, services or contraction of comparable quality, the **Agency** shall refer such bids to the Mayor, the Speaker or other officials, as appropriate, who may determine, in accordance with applicable **Law**, that it is in the best interest of the **City** that the **Contract** be awarded to other than the lowest responsible pursuant to Section 313(b)(2) of the **City** Charter.

69.1.4 In the case of **Contracts** let by other than competitive sealed bidding, if a prospective **Contractor** does not agree to these conditions, no **Agency**, elected official or the **City** Council shall award the **Contract** to that bidder unless the **Agency** seeking to use the goods, services or construction certifies in writing that the **Contract** is necessary for the **Agency** to perform its functions and there is no other responsible **Contractor** who will supply goods, services or construction of comparable quality at a comparable price.

69.2 In accordance with Section 6-115.1 of the Administrative Code, the **Contractor** stipulates that such **Contractor** and any individual or legal entity in which the **Contractor** holds a ten (10%) percent or greater ownership interest in the **Contractor** either:

69.2.1 Have no business operations in Northern Ireland, or

69.2.2 Shall take lawful steps in good faith to conduct any business operations they have in

Northern Ireland in accordance with the MacBride Principles, and shall permit independent monitoring of their compliance with such principles.

69.3 For purposes of this Article, the following terms shall have the following meanings:

69.3.1 "MacBride Principles" shall mean those principles relating to nondiscrimination in employment and freedom of work-place opportunity which require employers doing business in Northern Ireland to:

69.3.1(a) increase the representation of individuals from under-represented religious groups in the workforce, including managerial, supervisory, administrative, clerical and technical jobs;

69.3.1(b) take steps to promote adequate security for the protection of employees from under-represented religious groups both at the work-place and while traveling toand from **Work**;

69.3.1(c) ban provocative religious or political emblems from the workplace;

69.3.1(d) publicly advertise all job openings and make special recruitment efforts to attract applicants from under-represented religious groups;

69.3.1(e) establish layoff, recall, and termination procedures which do not in practice favor a particular religious group;

69.3.1(f) abolish all job reservations, apprenticeship restrictions and different employment criteria which discriminate on the basis of religion;

69.3.1(g) develop training programs that will prepare substantial numbers of current employees from under-represented religious groups for skilled jobs, including the expansion of existing programs and the creation of new programs to train, upgrade, and improve the skills of workers from under-represented religious groups;

69.3.1(h) establish procedures to asses, identify, and actively recruit employees from under-represented religious groups with potential for further advancement; and

69.3.1(i) appoint a senior management staff member to oversee affirmative actionefforts and develop a timetable to ensure their full implementation.

69.4 The **Contractor** agrees that the covenants and representations in Article 69.2 are material conditions to this **Contract**. In the event the **Agency** receives information that the **Contractor** who made the stipulation required by this Article 69 is in violation thereof, the **Agency** shall review such information and give the **Contractor** an opportunity to respond. If the **Agency** finds that a violation has occurred, the **Agency** shall have the right to declare the **Contractor** in default in default and/or terminate this **Contract** for cause and procure supplies, services or **Work** from another source in the manner the **Agency** deems proper. In the event of such termination, the **Contractor** shall pay to the **Agency**, or the **Agency** in its sole discretion may withhold from any amounts otherwise payable to the **Contractor**, the difference between the **Contract** price for the uncompleted portion of this **Contract** and the cost to the **Agency** of completing performance of this **Contract** either itself or by engaging another **Contractor** or **Contractors**. In the case of a requirement **Contract**, the **Contractor** shall be liable for such difference in price for the entire amount of supplies required by the **Agency** for the uncompleted term of **Contractor's Contract**. In the case of a construction **Contract**, the **Agency** shall also have the right to hold the **Contractor** in partial or total default in

accordance with the default provisions of this **Contract**, and/or may seek debarment or suspension of the **Contractor**. The rights and remedies of the **Agency** hereunder shall be in addition to, and not in lieu of, any rights and remedies the **Agency** has pursuant to this **Contract** or by operation of **Law**.

ARTICLE 70. ELECTRONIC FILING/NYC DEVELOPMENT HUB

70.1 The **Contractor** shall electronically file all alteration type-2 and alteration type-3 applications via the New York City Development Hub Web site, except applications for the following types of minor alterations: enlargements, curb cuts, legalizations, fire alarms, builders pavement plans, and jobs filed on Landmark Preservation Commission calendared properties. All such filings must be professionally certified. Information about electronic filing via the New York City Development Hub is available on the **City** Department of Buildings Web site at www.nyc.gov/buildings.

ARTICLE 71. PROHIBITION OF TROPICAL HARDWOODS

71.1 Tropical hardwoods, as defined in Section 165 of the New York State Finance Law (Finance Law), shall not be utilized in the performance of this **Contract** except as expressly permitted by Section 165 of the Finance Law.

ARTICLE 72. CONFLICTS OF INTEREST

72.1 Section 2604 of the **City** Charter and other related provisions of the **City** Charter, the Administrative Code, and the Penal Law are applicable under the terms of this **Contract** in relation to conflicts of interest and shall be extended to **Subcontractors** authorized to perform **Work**, labor and services pursuant to this **Contract** and further, it shall be the duty and responsibility of the **Contractor**to so inform its respective **Subcontractors**. Notice is hereby given that, under certain circumstances, penalties may be invoked against the donor as well as the recipient of any form of valuable gift.

ARTICLE 73. MERGER CLAUSE

73.1 The written **Contract** herein, contains all the terms and conditions agreed upon by the parties hereto, and no other agreement, oral or otherwise, regarding the subject matter of this **Contract** shall be deemed to exist or to bind any of the parties hereto, or to vary any of the terms contained herein.

ARTICLE 74. STATEMENT OF WORK

74.1 The **Contractor** shall furnish all labor and materials and perform all **Work** in strictaccordance with the **Specifications** and **Addenda** thereto, numbered as shown in Schedule A.

ARTICLE 75. COMPENSATION TO BE PAID TO CONTRACTOR

75.1 The **City** will pay and the **Contractor** will accept in full consideration for the performance of the **Contract**, subject to additions and deductions as provided herein, the total sum shown in Schedule A, this said sum being the amount at which the **Contract** was awarded to the **Contractor** at a public letting thereof, based upon the **Contractor's** bid for the **Contract**.

ARTICLE 76. ELECTRONIC FUNDS TRANSFER

76.1 In accordance with Section 6-107.1 of the Administrative Code, the **Contractor** agrees to accept payments under this **Contract** from the **City** by electronic funds transfer (EFT). An EFT is any transfer of funds, other than a transaction originated by check, draft or similar paper instrument, which is initiated through an electronic terminal, telephonic instrument or computer or magnetic tape so as to order, instruct or authorize a financial institution to debit or credit an account. Prior to the first payment made under this **Contract**, the **Contractor** shall designate one financial institution or other authorized payment agent and shall complete the attached "EFT Vendor Payment Enrollment Form" in order to provide the Commissioner of the **City** Department of Finance with information necessary for the **Contractor** to receive electronic funds transfer payments through a designated financial institution or authorized payment agent. The crediting of the amount of a payment to the appropriate account on the books of a financial institution or other authorized payment agent designated by the **Contractor** shall constitute full satisfaction by the **City** for the amount of the payment under this **Contract**. The account information supplied by the **Contractor** to facilitate the electronic funds transfer shall remain confidential to the fullest extent provided by **Law**.

76.2 The **Commissioner** may waive the application of the requirements of this Article 76 to payments on contracts entered into pursuant to Section 315 of the **City** Charter. In addition, the Commissioner of the Department of Finance and the Comptroller may jointly issue standards pursuant to which the **Agency** may waive the requirements of this Article 76 for payments in the following circumstances: (i) for individuals or classes of individuals for whom compliance imposes a hardship; (ii) for classifications or types of checks; or (iii) in other circumstances as may be necessary in the interest of the **City**.

ARTICLE 77. RECORDS RETENTION

77.1 The **Contractor** agrees to retain all books, records, and other documents relevant to this **Contract** for six years after the final payment or termination of this **Contract**, whichever is later. **City**, state, and federal auditors and any other persons duly authorized by the **City** shall have full access to and the right to examine any such books, records, and other documents during the retention period.

ARTICLE 78. EXAMINATION AND VIEWING OF SITE, CONSIDERATION OF OTHER SOURCES OF INFORMATION AND CHANGED SITE CONDITIONS

78.1 Pre-Bidding (Investigation) Viewing of Site – Bidders must carefully view and examine the **Site** of the proposed **Work**, as well as its adjacent area, and seek other usual sources of information, for they will be conclusively presumed to have full knowledge of any and all conditions and hazards on, about or above the **Site** relating to or affecting in any way the performance of the **Work** to be done under the **Contract** that were or should have been known by a reasonably prudent bidder. To arrange a date for visiting the **Site**,

bidders are to contact the **Agency** contact person specified in the bid documents.

78.2 Should the **Contractor** encounter during the progress of the Work site conditions or environmental hazards at the **Site** materially differing from any shown on the **Contract Drawings** or indicated in the **Specifications** or such conditions or environmental hazards as could not reasonablyhave been anticipated by the **Contractor**, which conditions or hazards will materially affect the cost of the **Work** to be done under the **Contract**, the attention of the **Commissioner** must be called immediately to such conditions or hazards before they are disturbed. The **Commissioner** shall thereupon promptly investigate the conditions or hazards. If the **Commissioner** finds that they do so materially differ, and that they could not have been reasonably anticipated by the **Contractor**, the **Contract** may be modified with the **Commissioner**'s written approval.

ARTICLE 79. PARTICIPATION BY MINORITY-OWNED AND WOMEN-OWNED BUSINESS ENTERPRISES IN CITY PROCUREMENT

ARTICLE I. M/WBE PROGRAM

Section 6-129 of the Administrative Code of the City of New York ("Section 6-129") establishes the program for participation in City procurement ("M/WBE Program") by minority- owned business enterprises ("MBEs") and women-owned business enterprises ("WBEs"), certified in accordance with Section 1304 of the New York City Charter. As stated in Section 6- 129, the intent of the program is to address the impact of discrimination on the City's procurement process, and to promote the public interest in avoiding fraud and favoritism in the procurement process, increasing competition for City business, and lowering contract costs. The contract provisions contained herein are pursuant to Section 6-129, and the rules of the Department of Small Business Services ("DSBS") promulgated thereunder.

If this Contract is subject to the M/WBE Program established by Section 6-129, the specific requirements of MBE and/or WBE participation for this Contract are set forth in Schedule B of the Contract (entitled the "M/WBE Utilization Plan") and are detailed below.

The Contractor must comply with all applicable MBE and WBE requirements for this Contract.

All provisions of Section 6-129 are hereby incorporated in the Contract by reference and all terms used herein that are not defined herein shall have the meanings given such terms in Section 6-129.

References to MBEs or WBEs shall also include such businesses certified pursuant to the executive law where credit is required by section 311 of the New York City Charter or other provision of law.

Article I, Part A, below, sets forth provisions related to the participation goals for construction, standard and professional services contracts.

Article I, Part B, below, sets forth miscellaneous provisions related to the M/WBE Program.

PART A: PARTICIPATION GOALS FOR CONSTRUCTION, STANDARD AND PROFESSIONAL SERVICES CONTRACTS OR TASK ORDERS

1. The MBE and/or WBE Participation Goals established for this Contract or Task Orders issued pursuant to this Contract, ("Participation Goals"), as applicable, are set forth on Schedule B, Part 1 to this Contract (see Page 1, Line 1 Total Participation Goals) or will be set forth on Schedule B, Part 1 to Task Orders issued pursuant to this Contract, as applicable.

The Participation Goals represent a percentage of the total dollar value of the Contract or Task Order, as applicable, that may be achieved by awarding subcontracts to firms certified with DSBS as MBEs and/or WBEs, and/or by crediting the participation of prime contractors and/or qualified joint ventures as provided in Section 3 below, unless the goals have been waived or modified by Agency in accordance with Section 6-129 and Part A, Sections 10 and 11 below, respectively.

2. If Participation Goals have been established for this Contract or Task Orders issued pursuant to this Contract, Contractor agrees or shall agree as a material term of the Contract that Contractor shall be subject to the Participation Goals, unless the goals are waived or modified by Agency in accordance with Section 6-129 and Part A, Sections 10 and 11 below, respectively.

3. If Participation Goals have been established for this Contract or Task Order issued pursuant to this Contract, a Contractor that is an MBE and/or WBE shall be permitted to count its own participation toward fulfillment of the relevant Participation Goal, provided that in accordance with Section 6-129 the value of Contractor's participation shall be determined by subtracting from the total value of the Contract or Task Order, as applicable, any amounts that the Contractor pays to direct subcontractors (as defined in Section 6-129(c)(13)), and provided further that a Contractor that is certified as both an MBE and a WBE may count its own participation either toward the goal for MBEs or the goal for WBEs, but not both.

A Contractor that is a qualified joint venture (as defined in Section 6-129(c)(30)) shall be permitted to count a percentage of its own participation toward fulfillment of the relevant Participation Goal. In accordance with Section 6-129, the value of Contractor's participation shall be determined by subtracting from the total value of the Contract or Task Order, as applicable, any amounts that Contractor pays to direct subcontractors, and then multiplying the remainder by the percentage to be applied to total profit to determine the amount to which an MBE or WBE is entitled pursuant to the joint venture agreement, provided that where a participant in a joint venture is certified as both an MBE and a WBE, such amount shall be counted either toward the goal for MBEs or the goal for WBEs, but not both.

4. A. If Participation Goals have been established for this Contract, a prospective contractor shall be required to submit with its bid or proposal, as applicable, a completed Schedule B, M/WBE Utilization Plan, Part 2 (see Pages1-2) indicating: (a) whether the contractor is an MBE or WBE, or qualified joint venture; (b) the percentage of work it intends to award to direct subcontractors; (c) in cases where the contractor intends to award direct subcontracts, a description of the type and dollar value of work designated for participation by MBEs and/or WBEs, and the time frames in which such work is scheduled to begin and end; as well as the name, addresses, and telephone numbers of the M/WBE subcontractors if required by the solicitation; and (d) the prospective contractor's required certification and affirmations. In the event that this M/WBE Utilization Plan indicates that the bidder or proposer, as applicable, does not intend to meet the Participation Goals, the bid or proposal, as applicable, shall be deemed non-responsive, unless Agency has granted the bidder or proposer, as applicable, a pre-award waiver of the Participation Goals in accordance with Section 6-129 and Part A, Section 10 below.

B. (i) If this Contract is for a master services agreement or other requirements type contract that will result in the issuance of Task Orders that will be individually registered ("Master Services Agreement") and is subject to M/WBE Participation Goals, a prospective contractor shall be required to submit with its bid or proposal, as applicable, a completed Schedule B, M/WBE Participation Requirements for Master Services Agreements That Will Require Individually Registered Task Orders, Part 2 (page 2) indicating the prospective contractor's certification and required affirmations to make all reasonable good faith efforts to meet participation goals established on each individual Task Order issued pursuant to this Contract, or if a partial waiver is obtained or such goals are modified by the Agency, to meet the modified Participation Goals by soliciting and obtaining the participation of certified MBE and/or WBE firms. In the event that the Schedule B indicates that the bidder or proposer, as applicable, does not intend to meet the Participation Goals that may be established on Task Orders issued pursuant to this Contract, the bid or proposal, as applicable, shall be deemed non- responsive.

(ii) Participation Goals on a Master Services Agreement will be established for individual Task Orders issued after the Master Services Agreement is awarded. If Participation Goals have been established on a Task Order, a contractor shall be required to submit a Schedule B – M/WBE Utilization Plan For Independently Registered Task Orders That Are Issued Pursuant to Master Services Agreements, Part 2 (see Pages 1-2) indicating: (a) whether the contractor is an MBE or WBE, or qualified joint venture; (b) the percentage of work it intends to award to direct subcontractors; (c) in cases where the contractor intends to award direct subcontracts, a description of the type and dollar value of work designated for participation by MBEs and/or WBEs, and the time frames in which such work is scheduled to begin and end; as well as the name, addresses, and telephone numbers of the M/WBE subcontractors if required by the solicitation; and (d) the prospective contractor's required certification and affirmations. The contractor must engage in good faith efforts to meet the Participation Goals as established for the Task Order unless Agency has granted the contractor a pre-award waiver of the Participation Goals in accordance with Section 6-129 and Part A, Section 10 below.

C. THE BIDDER/PROPOSER MUST COMPLETE THE SCHEDULE B INCLUDED HEREIN (SCHEDULE B, PART 2). A SCHEDULE B SUBMITTED BY THE BIDDER/PROPOSER WHICH DOES NOT INCLUDE THE VENDOR CERTIFICATION AND REQUIRED AFFIRMATIONS WILL BE DEEMED TO BE NON-RESPONSIVE, UNLESS A FULL WAIVER OF THE PARTICIPATION GOALS IS GRANTED (SCHEDULE B, PART 3). IN THE EVENT THAT THE CITY DETERMINES THAT THE BIDDER/PROPOSER HAS SUBMITTED A SCHEDULE B WHERE THE VENDOR CERTIFICATION AND REQUIRED AFFIRMATIONS ARE COMPLETED BUT OTHER ASPECTS OF THE SCHEDULE B ARE NOT COMPLETE, OR CONTAIN A COPY OR COMPUTATION ERROR THAT IS AT ODDS WITH THE VENDOR CERTIFICATION AND AFFIRMATIONS, THE BIDDER/PROPOSER WILL BE NOTIFIED BY THE AGENCY AND WILL BE GIVEN FOUR (4) CALENDAR DAYS FROM RECEIPT OF NOTIFICATION TO CURE THE SPECIFIED DEFICIENCIES AND RETURN A COMPLETED SCHEDULE B TO THE AGENCY. FAILURE TO DO SO WILL RESULT IN A DETERMINATION THAT THE BID/PROPOSAL IS NON-RESPONSIVE. RECEIPT OF NOTIFICATION IS DEFINED AS THE DATE NOTICE IS E-MAILED OR FAXED (IF THE BIDDER/PROPOSER HAS PROVIDED AN E-MAIL ADDRESS OR FAX NUMBER), OR NO LATER THAN FIVE (5) CALENDAR DAYS FROM THE DATE OF MAILING OR UPON DELIVERY, IF DELIVERED.

5. Where an M/WBE Utilization Plan has been submitted, the Contractor shall, within 30 days of issuance by Agency of a notice to proceed, submit a list of proposed persons or entities to which it intends to award subcontracts within the subsequent 12 months. In the case of multi- year contracts, such list shall also be submitted every year thereafter. The Agency may also require the Contractor to report periodically about the contracts awarded by its direct subcontractors to indirect subcontractors (as defined in Section 6-129(c)(22)). PLEASE NOTE: If this Contract is a public works project subject to GML §101(5) (i.e., a contract valued at or below $3M for projects in New York City) or if the Contract is subject to a project labor agreement in accordance with Labor Law §222, and the bidder is required to identify at the time of bid submission its intended subcontractors for the Wicks trades (plumbing and gas fitting; steam heating, hot water heating, ventilating and air conditioning (HVAC); and electric wiring), the Contractor must identify all those to which it intends to award construction subcontracts for any portion of the Wicks trade work at the time of bid submission, regardless of what point in the life of the contract such subcontracts will occur. In identifying intended subcontractors in the bid submission, bidders may satisfy any Participation Goals established for this Contract by proposing one or more subcontractors that are MBEs and/or WBEs for any portion of the Wicks trade work. In the event that the Contractor's selection of a subcontractor is disapproved, the Contractor shall have a reasonable time to propose alternate subcontractors.

6. MBE and WBE firms must be certified by DSBS in order for the Contractor to credit such firms' participation toward the attainment of the Participation Goals. Such certification must occur prior to the firms' commencement of work. A list of city-certified MBE and WBE firms may be obtained from the DSBS website at www.nyc.gov/buycertified, by emailing DSBS at buyer@sbs.nyc.gov, by calling (212) 513-6451, or by visiting or writing DSBS at One Liberty Plaza ., New York, New York, 10006, 11th floor. Eligible firms that have not yet

been certified may contact DSBS in order to seek certification by visiting www.nyc.gov/getcertified, emailing MWBE@sbs.nyc.gov, or calling the DSBS certification helpline at (212) 513-6311. A firm that is certified as both an MBE and a WBE may be counted either toward the goal for MBEs or the goal for WBEs, but not both. No credit shall be given for participation by a graduate MBE or graduate WBE, as defined in Section 6-129(c)(20).

7. Where an M/WBE Utilization Plan has been submitted, the Contractor shall, with each voucher for payment, and/or periodically as Agency may require, submit statements, certified under penalty of perjury, which shall include, but not be limited to,: the total amount the Contractor paid to its direct subcontractors, and, where applicable pursuant to Section 6-129(j), the total amount direct subcontractors paid to indirect subcontractors; the names, addresses and contact numbers of each MBE or WBE hired as a subcontractor by the Contractor, and, where applicable, hired by any of the Contractor's direct subcontractors; and the dates and amounts paid to each MBE or WBE. The Contractor shall also submit, along with its voucher for final payment: the total amount it paid to subcontractors, and, where applicable pursuant to Section 6- 129(j), the total amount its direct subcontractors paid directly to their indirect subcontractors; and a final list, certified under penalty of perjury, which shall include the name, address and contact information of each subcontractor that is an MBE or WBE, the work performed by, and the dates and amounts paid to each.

8. If payments made to, or work performed by, MBEs or WBEs are less than the amount specified in the Contractor's M/WBE Utilization Plan, Agency shall take appropriate action, in accordance with Section 6-129 and Article II below, unless the Contractor has obtained a modification of its M/WBE Utilization Plan in accordance with Section 6-129 and Part A, Section 11 below.

9. Where an M/WBE Utilization Plan has been submitted, and the Contractor requests a change order the value of which exceeds the greater of 10 percent of the Contract or Task Order, as applicable, or $500,000, Agency shall review the scope of work for the Contract or Task Order, as applicable, and the scale and types of work involved in the change order, and determine whether the Participation Goals should be modified.

10. Pre-award waiver of the Participation Goals. (a) A bidder or proposer, or contractor with respect to a Task Order, may seek a pre-award full or partial waiver of the Participation Goals in accordance with Section 6-129, which requests that Agency change one or more Participation Goals on the grounds that the Participation Goals are unreasonable in light of the availability of certified firms to perform the services required, or by demonstrating that it has legitimate business reasons for proposing a lower level of subcontracting in its M/WBE Utilization Plan.

(b) To apply for a full or partial waiver of the Participation Goals, a bidder, proposer, or contractor, as applicable, must complete Part 3 of Schedule B **and submit such request no later than seven (7) calendar days prior to the date and time the bids, proposals, or Task Orders are due, in writing by email at MWBEModification@ddc.nyc.gov. Full or partial waiver requests that are received later than seven (7) calendar days prior to the date and time the bids, proposals, or Task Orders are due may be rejected as untimely.** Bidders, proposers, or contractors, as applicable, who have submitted timely requests will receive an Agency response by no later than two (2) calendar days prior to the due date for bids, proposals, or Task Orders; provided, however, that if that date would fall on a weekend or holiday, an Agency response will be provided by close-of-business on the business day before such weekend or holiday date.

(c) If the Agency determines that the Participation Goals are unreasonable in light of the availability of certified firms to perform the services required, it shall revise the solicitation and extend the deadline for bids and proposals, or revise the Task Order, as applicable.

(d) Agency may grant a full or partial waiver of the Participation Goals to a bidder, proposer or contractor, as applicable, who demonstrates—before submission of the bid, proposal or Task Order, as applicable—that it has legitimate business reasons for proposing the level of subcontracting in its M/WBE Utilization Plan. In making its determination, Agency shall consider factors that shall include, but not be limited

to, whether the bidder, proposer or contractor, as applicable, has the capacity and the bona fide intention to perform the Contract without any subcontracting, or to perform the Contract without awarding the amount of subcontracts represented by the Participation Goals. In making such determination, Agency may consider whether the M/WBE Utilization Plan is consistent with past subcontracting practices of the bidder, proposer or contractor, as applicable, whether the bidder, proposer or contractor, as applicable, has made efforts to form a joint venture with a certified firm, and whether the bidder, proposer, or contractor, as applicable, has made good faith efforts to identify other portions of the Contract that it intends to subcontract.

11. Modification of M/WBE Utilization Plan. (a) A Contractor may request a modification of its M/WBE Utilization Plan after award of this Contract. PLEASE NOTE: If this Contract is a public works project subject to GML §101(5) (i.e., a contract valued at or below $3M for projects in New York City) or if the Contract is subject to a project labor agreement in accordance with Labor Law §222, and the bidder is required to identify at the time of bid submission its intended subcontractors for the Wicks trades (plumbing and gas fitting; steam heating, hot water heating, ventilating and air conditioning (HVAC); and electric wiring), the Contractor may request a Modification of its M/WBE Utilization Plan as part of its bid submission. The Agency may grant a request for Modification of a Contractor's M/WBE Utilization Plan if it determines that the Contractor has established, with appropriate documentary and other evidence, that it made reasonable, good faith efforts to meet the Participation Goals. In making such determination, Agency shall consider evidence of the following efforts, as applicable, along with any other relevant factors:

(i) The Contractor advertised opportunities to participate in the Contract, where appropriate, in general circulation media, trade and professional association publications and small business media, and publications of minority and women's business organizations;
(ii) The Contractor provided notice of specific opportunities to participate in the Contract, in a timely manner, to minority and women's business organizations;
(iii) The Contractor sent written notices, by certified mail or facsimile, in a timely manner, to advise MBEs or WBEs that their interest in the Contract was solicited;
(iv) The Contractor made efforts to identify portions of the work that could be substituted for portions originally designated for participation by MBEs and/or WBEs in the M/WBE Utilization Plan, and for which the Contractor claims an inability to retain MBEs or WBEs;
(v) The Contractor held meetings with MBEs and/or WBEs prior to the date their bids or proposals were due, for the purpose of explaining in detail the scope and requirements of the work for which their bids or proposals were solicited;
(vi) The Contractor made efforts to negotiate with MBEs and/or WBEs as relevant to perform specific subcontracts, or act as suppliers or service providers;
(vii) Timely written requests for assistance made by the Contractor to Agency's M/WBE liaison officer and to DSBS;
(viii) Description of how recommendations made by DSBS and Agency were acted upon and an explanation of why action upon such recommendations did not lead to the desired level of participation of MBEs and/or WBEs.

Agency's M/WBE officer shall provide written notice to the Contractor of the determination.

(b) The Agency may modify the Participation Goals when the scope of the work has been changed by the Agency in a manner that affects the scale and types of work that the Contractor indicated in its M/WBE Utilization Plan would be awarded to subcontractors.

12. If the Contractor was required to identify in its bid or proposal the MBEs and/or WBEs they intended to use in connection with the performance of the Contract or Task Order, substitutions to the identified firms may only be made with the approval of the Agency, which shall only be given when the Contractor has proposed to use a firm that would satisfy the Participation Goals to the same extent as the firm previously identified, unless the Agency determines that the Contractor has established, with appropriate documentary and other evidence, that it made reasonable, good faith efforts. In making such determination, the Agency shall require evidence of the

efforts listed in Section 11(a) above, as applicable, along with any other relevant factors.

13. If this Contract is for an indefinite quantity of construction, standard or professional services or is a requirements type contract and the Contractor has submitted an M/WBE Utilization Plan and has committed to subcontract work to MBEs and/or WBEs in order to meet the Participation Goals, the Contractor will not be deemed in violation of the M/WBE Program requirements for this Contract with regard to any work which was intended to be subcontracted to an MBE and/or WBE to the extent that the Agency has determined that such work is not needed.

14. If Participation Goals have been established for this Contract or a Task Order issued pursuant to this Contract, at least once annually during the term of the Contract or Task Order, as applicable, Agency shall review the Contractor's progress toward attainment of its M/WBE Utilization Plan, including but not limited to, by reviewing the percentage of work the Contractor has actually awarded to MBE and/or WBE subcontractors and the payments the Contractor made to such subcontractors.

15. If Participation Goals have been established for this Contract or a Task Order issued pursuant to this Contract, Agency shall evaluate and assess the Contractor's performance in meeting those goals, and such evaluation and assessment shall become part of the Contractor's overall contract performance evaluation.

PART B: MISCELLANEOUS

The Contractor shall take notice that, if this solicitation requires the establishment of a M/WBE Utilization Plan, the resulting contract may be audited by DSBS to determine compliance with Section 6-129. See §6-129(e)(10). Furthermore, such resulting contract may also be examined by the City's Comptroller to assess compliance with the M/WBE Utilization Plan.

1. Pursuant to DSBS rules, construction contracts that include a requirement for a M/WBE Utilization Plan shall not be subject to the law governing Locally Based Enterprises set forth in Section 6-108.1 of the Administrative Code of the City of New York.

2. DSBS is available to assist contractors and potential contractors in determining the availability of MBEs and/or WBEs to participate as subcontractors, and in identifying opportunities that are appropriate for participation by MBEs and/or WBEs in contracts.

3. Prospective contractors are encouraged to enter into qualified joint venture agreements with MBEs and/or WBEs as defined by Section 6-129(c)(30).

4. By submitting a bid or proposal the Contractor hereby acknowledges its understanding of the M/WBE Program requirements set forth herein and the pertinent provisions of Section 6-129, and any rules promulgated thereunder, and if awarded this Contract, the Contractor hereby agrees to comply with the M/WBE Program requirements of this Contract and pertinent provisions of Section 6-129, and any rules promulgated thereunder, all of which shall be deemed to be material terms of this Contract. The Contractor hereby agrees to make all reasonable, good faith efforts to solicit and obtain the participation of MBEs and/or WBEs to meet the required Participation Goals.

ARTICLE II. ENFORCEMENT

1. If Agency determines that a bidder or proposer, as applicable, has, in relation to this procurement, violated Section 6-129 or the DSBS rules promulgated pursuant to Section 6-129, Agency may disqualify such bidder or proposer, as applicable, from competing for this Contract and the Agency may revoke such bidder's or proposer's prequalification status, if applicable.

2. Whenever Agency believes that the Contractor or a subcontractor is not in compliance with Section 6-129

or the DSBS rules promulgated pursuant to Section 6-129, or any provision of this Contract that implements Section 6-129, including, but not limited to any M/WBE Utilization Plan, Agency shall send a written notice to the Contractor describing the alleged noncompliance and offering the Contractor an opportunity to be heard. Agency shall then conduct an investigation to determine whether such Contractor or subcontractor is in compliance.

3. In the event that the Contractor has been found to have violated Section 6-129, the DSBS rules promulgated pursuant to Section 6-129, or any provision of this Contract that implements Section 6-129, including, but not limited to, any M/WBE Utilization Plan, Agency may determine that one of the following actions should be taken:

(a) entering into an agreement with the Contractor allowing the Contractor to cure the violation;
(b) revoking the Contractor's pre-qualification to bid or make proposals for future contracts;
(c) making a finding that the Contractor is in default of the Contract;
(d) terminating the Contract;
(e) declaring the Contractor to be in breach of Contract;
(f) withholding payment or reimbursement;
(g) determining not to renew the Contract;
(h) assessing actual and consequential damages;
(i) assessing liquidated damages or reducing fees, provided that liquidated damages may be based on amounts representing costs of delays in carrying out the purposes of the M/WBE Program, or in meeting the purposes of the Contract, the costs of meeting utilization goals through additional procurements, the administrative costs of investigation and enforcement, or other factors set forth in the Contract;
(j) exercising rights under the Contract to procure goods, services or construction from another contractor and charge the cost of such contract to the Contractor that has been found to be in noncompliance; or
(k) taking any other appropriate remedy.

4. If an M/WBE Utilization Plan has been submitted, and pursuant to this Article II, Section 3, the Contractor has been found to have failed to fulfill its Participation Goals contained in its M/WBE Utilization Plan or the Participation Goals as modified by Agency pursuant to Article I, Part A, Section 11, Agency may assess liquidated damages in the amount of ten percent (10%) of the difference between the dollar amount of work required to be awarded to MBE and/or WBE firms to meet the Participation Goals and the dollar amount the Contractor actually awarded and paid, and/or credited, to MBE and/or WBE firms. In view of the difficulty of accurately ascertaining the loss which the City will suffer by reason of Contractor’s failure to meet the Participation Goals, the foregoing amount is hereby fixed and agreed as the liquidated damages that the City will suffer by reason of such failure, and not as a penalty. Agency may deduct and retain out of any monies which may become due under this Contract the amount of any such liquidated damages; and in case the amount which may become due under this Contract shall be less than the amount of liquidated damages suffered by the City, the Contractor shall be liable to pay the difference.

5. Whenever Agency has reason to believe that an MBE and/or WBE is not qualified for certification, or is participating in a contract in a manner that does not serve a commercially useful function (as defined in Section 6-129(c)(8)), or has violated any provision of Section 6- 129, Agency shall notify the Commissioner of DSBS who shall determine whether the certification of such business enterprise should be revoked.

6. Statements made in any instrument submitted to Agency pursuant to Section 6-129 shall be submitted under penalty of perjury and any false or misleading statement or omission shall be grounds for the application of any applicable criminal and/or civil penalties for perjury. The making of a false or fraudulent statement by an MBE and/or WBE in any instrument submitted pursuant to Section 6-129 shall, in addition, be grounds for revocation of its certification.

7. The Contractor's record in implementing its M/WBE Utilization Plan shall be a factor in the evaluation of

its performance. Whenever Agency determines that a Contractor's compliance with an M/WBE Utilization Plan has been unsatisfactory, Agency shall, after consultation with the City Chief Procurement Officer, file an advice of caution form for inclusion in PASSPort as caution data.

Docusign Envelope ID: 0B7937EC-A05B-47A5-BD92-729DE3D470B9

CONTRACT SIGNATURE PAGE

This Contract is entered by and between the City of New York ("City"), acting by and through the **DEPARTMENT OF DESIGN AND CONSTRUCTION**, and **Tristate Mason LLC** ("Contractor").

This Contract consists of this contract signature page as well as the following documents ("Contract Documents") which are located in the Documents tab of the PASSPort record titled **85026B0024-HWCB26KR**.

1. BID BOND FORM 2021-03. (1)... - Oct 4 2024 11:02AM
2. Certified Check Submission Procedures 2024-09. (1).. - Oct 4 2024 11:05AM
3. HWCB26KR - Addendum 1 - Dec 3 2025 4:39PM
4. HWCB26KR - Addendum 2 - Dec 11 2025 7:58PM
5. HWCB26KR SER Requirements Infra 2023-09 - Feb 13 2026 9:12PM
6. HWCB26KR VOL 2 OF 3 Addendum2 - Dec 11 2025 5:11PM
7. HWCB26KR VOL 3 OF 3 11.20.2025(1) - Mar 10 2026 2:07PM
8. HWCB26KR_Tristate Mason LLC_Bid Bond _Scanned - Feb 13 2026 8:45PM
9. NYS DOL_Registration(1) - Feb 13 2026 9:00PM
10. Proposal_Bid_85026B0024001.pdf - Feb 13 2026 8:53PM
11. QUALIFICATION FORM 2021-04.. (1). - Oct 8 2024 11:24AM
12. RFx Document_85026B0024001 (1).pdf - Feb 9 2026 6:50PM
13. Round_Addendum_Job_Aid 2021-03. (1). (1). - Oct 4 2024 8:07AM
14. Schedule B-MWBE Utilization_Waiver Instruct2022-07. (2)... - Oct 4 2024 10:51AM
15. TristateMasonLLC BidSchedule - Mar 10 2026 2:05PM
16. TSM_Auto_COI_NYCDDC - Mar 5 2026 6:14PM
17. TSM_Broker Certs_NYCDDC - Mar 5 2026 5:56PM
18. TSM_DB 120-1_NYCDDC - Mar 5 2026 5:51PM
19. TSM_GL_COI_NYCDDC_02 26 2026 - Mar 5 2026 5:53PM
20. TSM_PP Bond_NYCDDC - Mar 5 2026 5:54PM
21. TSM_WC U26.3_NYCDDC - Mar 5 2026 5:51PM
22. V1 Infra Bid Booklet PASSPort 2024-07... - Oct 4 2024 10:30AM
23. V1 Infra Bid Booklet PASSPort 2024-07... (8) - Mar 10 2026 2:06PM

The above order does not represent an order of precedence. The Contract shall be governed by the order of precedence, if any, in the Contract Documents or by ordinary contract principles if no such order of precedence exists.

Docusign Envelope ID: 0B7937EC-A05B-47A5-BD92-729DE3D470B9

Each party is signing this Contract electronically on the date stated in that party's electronic signature.

The City of New York
By: **DEPARTMENT OF DESIGN AND CONSTRUCTION**

DocuSigned by:
ERIC MACFARLANE
1A87ABA0188B41C...
(Signature)

Name: ERIC MACFARLANE

Title: First Deputy Commissioner

Date: 3/17/2026 | 08:14:45 PDT

Contractor
By: **Tristate Mason LLC**

Signed by:
Sangya KC
188FDF47E048474...
(Signature)

Name: Sangya KC

Title: CEO

Date: 3/16/2026 | 15:47:31 EDT

Docusign Envelope ID: 0B7937EC-A05B-47A5-BD92-729DE3D470B9

Signatures

Number of pages (including this one): 3

- ✓ Document signed electronically, the signatories agreeing that it is authentic between them.
- ✓ By signing this document, the signatories acknowledge and agree that they have carefully read this document and approve all its terms.

Nom: KC Sangya Fonction:	Place: 245 correja ave, Iselin, nj 08830 Date: 3/16/2026 | 15:47:31 EDT Signed by: Sangya KC 188FDF47E048474...

Nom: Macfarlane Eric Fonction:	Place: lic ny Date: 3/17/2026 | 08:14:45 PDT DocuSigned by: ERIC MACFARLANE 1A87ABA0188B41C...

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/26/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Core Coverages, Inc.
1578 Dutch Broadway
Elmont NY 11003

CONTACT NAME: Harjit Kaur
PHONE (A/C, No, Ext): 718-690-9462 FAX (A/C, No): 718-425-9322
E-MAIL ADDRESS: kamaw@corecoverages.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Bricktown Specialty Insurance Company	17166
INSURER B : The Princeton Excess and Surplus Lines Ins. Co.	10786
INSURER C : New York State Insurance Fund	36102
INSURER D : Endurance American Specialty Insurance Company	41718
INSURER E : ShelterPoint Life Insurance Company	81434
INSURER F :	

INSURED
Tristate Mason LLC
5935 56th Rd
Maspeth NY 11378

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Primary and non-contributory GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X	X	BTSP1000596-00	02/18/2026	02/18/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Per Project Aggregate	$ 1,000,000 $ 100,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ $ $ $ $
B	UMBRELLA LIAB X OCCUR X EXCESS LIAB CLAIMS-MADE DED RETENTION $	X	X	82A3FF0005690-00	02/18/2026	02/18/2027	EACH OCCURRENCE AGGREGATE	$ 1,000,000 $ 2,000,000 $
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N Y (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	V 2590 325-3	05/11/2025	05/11/2026	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
D	Excess liability (Layer #2)	X	X	EXN30109309500	02/18/2026	02/18/2027	Each Occ./ Aggregate	$4,000,000/$4,000,000
E	Disability			DBL692410	05/11/2025	05/10/2026	Each covered person	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The coverage is broad enough to cover all the operations of the insured as per policy terms & conditions.
Project ID.: HWCB26KR
Thirty (30) days notice of cancellation applies in favor of the certificate holder.
Additional insured: City of New York including its officials and employees. All policies are primary and non-contributory.

CERTIFICATE HOLDER

New York City
Department of Design and Construction
30-30 Thomson Avenue
Long Island City, NY 11101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Harjit Kaur *Harjit Kaur*

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CITY OF NEW YORK

CERTIFICATION BY INSURANCE BROKER OR AGENT

The undersigned insurance broker or agent represents to the City of New York that the attached Certificate of Insurance is accurate in all material respects.

Core Coverages Inc
[Name of broker or agent (typewritten)]

1578 Dutch Broadway, Elmont, New York 11003
[Address of broker or agent (typewritten)]

corecoveragesinc@gmail.com
[Email address of broker or agent (typewritten)]

718-690-9462/718-425-9322
[Phone number/Fax number of broker or agent (typewritten)]

[Signature of authorized official, broker, or agent]

Harjit Kaur (Broker)
[Name and title of authorized official, broker, or agent (typewritten)]

State of New York)
) ss.:
County of Queens)

Sworn to before me this 16th day of February 20 26

NOTARY PUBLIC FOR THE STATE OF New York

NARINDER SINGH
Notary Public - State of New York
No. 01SI6280095
Qualified in Queens County
My Commission Expires 04/22/2029

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

© Insurance Services Office, Inc., 2012

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Any person or organization as required by written contract or agreement executed prior to loss.	All locations as required by written contract or agreement executed prior to loss
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

© ISO Properties, Inc., 2004

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s)Or Organization(s)	**Location And Description Of Completed Operations**
Automatic Status For Other Parties When Required On Written Construction Agreement With You	Automatic Status When Required In Written Construction Agreement With You

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by"your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permittedby law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by"your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits ofInsurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicableLimits of Insurance shown in the Declarations.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:
Person(s) or Organization(s) as required by written contract when such written contract is executed prior to an occurrence, offense or loss to which this endorsement applies.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

© Insurance Services Office, Inc., 2008

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/04/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

StateFarm

STATE FARM INSURANCE
GLENN JONES INSURANCE AGCY INC.
40 RT 15
LAFAYETTE NJ 07848

CONTACT NAME: GLENN A JONES
PHONE (A/C, No, Ext): 973-300-0009 FAX (A/C, No): 201-254-3957
E-MAIL ADDRESS: LORRIE@GLENNAJONES.COM

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : State Farm Indemnity Insurance Company	25178
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

TRISTATE MASON LLC
245 CORREJA AVE
ISELIN NJ 08830-1402

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
A	**AUTOMOBILE LIABILITY**	Y	Y	245 0207-F12-30	12/12/2025	06/12/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N	N / A					PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? **(Mandatory in NH)** If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project Name: Replacement Of Concrete, Steel Faced And Granite Curbs And Related Sidewalk And Roadway Restoration; Project # : HWCB26KR/EPIN: 85026B0024 - The following auto endorsements apply for the additional insureds named: City of New York, ISAOA/ATIMA - 6028AB Additional Insured - Prior Notice; 6196AG Waiver of Subrogation - Liability. This insurance is primary with respect to Liability Coverage claims arising out of the ownership, maintenance, or use of the vehicle described on the Declarations of this policy. This insurance is non-contributory, but only with respect to the entity listed for the Waiver of Subrogation Under the Liability Coverage endorsement and with that entity's insurer(s), for Liability Coverage claims arising out of the ownership, maintenance, or use of the vehicle described on the Declarations of this policy.

CERTIFICATE HOLDER

New York City Department of Design and Construction
30-30 Thomson Avenue
Long Island City NY 11101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Project ID.: HWCB26KR

CITY OF NEW YORK

CERTIFICATION BY INSURANCE BROKER OR AGENT

The undersigned insurance broker represents to the City of New York that the attached Certificate of Insurance is accurate in all material respects.

GLENN JONES INSURANCE AGENCY INC
[Name of broker or agent (typewritten)]

40 STATE ROUTE 15; LAFAYETTE, NJ 07848
[Address of broker or agent (typewritten)]

MATT@GLENNAJONES.COM
[Email address of broker or agent (typewritten)]

PHONE: 973-300-0009
[Phone number/Fax number of broker or agent (typewritten)]

Lorraine Stankiewicz
[Signature of authorized official, broker, or agent]

GLENN JONES LORRAINE STANKIEWICZ
[Name and title of authorized official, broker, or agent (typewritten)]

State of NEW JERSEY.....)
) ss.:
County of SUSSEX.....)

Sworn to before me this 18th day of FEBRUARY, 2026

GLENN JONES
NOTARY PUBLIC FOR THE STATE OF NEW JERSEY

EXP: 8/6/27

NEW YORK STATE | Workers' Compensation Board

CERTIFICATE OF INSURANCE COVERAGE

NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

PART 1. To be completed by NYS disability and Paid Family Leave benefits carrier or licensed insurance agent of that carrier

1a. Legal Name & Address of Insured (use street address only)
TRISTATE MASON LLC
104 KIRSHON AVE
STATEN ISLAND, NY 10314

Work Location of Insured *(Only required if coverage is specifically limited to certain locations in New York State, i.e., Wrap-Up Policy)*

1b. Business Telephone Number of Insured
917-682-8461

1c. Federal Employer Identification Number of Insured or Social Security Number
923525254

2. Name and Address of Entity Requesting Proof of Coverage (Entity Being Listed as the Certificate Holder)

3a. Name of Insurance Carrier
ShelterPoint Life Insurance Company

3b. Policy Number of Entity Listed in Box "1a"
DBL692410

3c. Policy effective period
05/11/2025 to 05/10/2027

4. Policy provides the following benefits:
- [x] A. Both disability and paid family leave benefits.
- [ ] B. Disability benefits only.
- [ ] C. Paid family leave benefits only.

5. Policy covers:
- [x] A. All of the employer's employees eligible under the NYS Disability and Paid Family Leave Benefits Law.
- [ ] B. Only the following class or classes of employer's employees:

Under penalty of perjury, I certify that I am an authorized representative or licensed agent of the insurance carrier referenced above and that the named insured has NYS Disability and/or Paid Family Leave Benefits insurance coverage as described above.

Date Signed 2/18/2026 By _____
(Signature of insurance carrier's authorized representative or NYS Licensed Insurance Agent of that insurance carrier)

Telephone Number 516-829-8100 Name and Title Wade Harrison, President

IMPORTANT: If Boxes 4A and 5A are checked, and this form is signed by the insurance carrier's authorized representative or NYS Licensed Insurance Agent of that carrier, this certificate is COMPLETE. Mail it directly to the certificate holder.

If Box 4B, 4C or 5B is checked, this certificate is NOT COMPLETE for purposes of Section 220, Subd. 8 of the NYS Disability and Paid Family Leave Benefits Law. It must be emailed to PAU@wcb.ny.gov or it can be mailed for completion to the Workers' Compensation Board, Plans Acceptance Unit, PO Box 5200, Binghamton, NY 13902-5200.

PART 2. To be completed by the NYS Workers' Compensation Board (Only if Box 4B, 4C or 5B have been checked)

State of New York
Workers' Compensation Board

According to information maintained by the NYS Workers' Compensation Board, the above-named employer has complied with the NYS Disability and Paid Family Leave Benefits Law(Article 9 of the Workers' Compensation Law) with respect to all of their employees.

Date Signed _____ By _____
(Signature of Authorized NYS Workers' Compensation Board Employee)

Telephone Number _____ Name and Title _____

Please Note: *Only insurance carriers licensed to write NYS disability and paid family leave benefits insurance policies and NYS licensed insurance agents of those insurance carriers are authorized to issue Form DB-120.1.* ***Insurance brokers are NOT authorized to issue this form.***

Additional Instructions for Form DB-120.1

By signing this form, the insurance carrier identified in Box 3 on this form is certifying that it is insuring the business referenced in Box 1a for disability and/or Paid Family Leave benefits under the NYS Disability and Paid Family Leave Benefits Law. The insurance carrier or its licensed agent will send this Certificate of Insurance Coverage (Certificate) to the entity listed as the certificate holder in Box 2.

The insurance carrier must notify the above certificate holder and the Workers' Compensation Board within 10 days IF a policy is cancelled due to nonpayment of premiums or within 30 days IF there are reasons other than nonpayment of premiums that cancel the policy or eliminate the insured from coverage indicated on this Certificate. (These notices may be sent by regular mail.) Otherwise, this Certificate is valid for one year after this form is approved by the insurance carrier or its licensed agent, or until the policy expiration date listed in Box 3c, whichever is earlier.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This Certificate does not amend, extend or alter the coverage afforded by the policy listed, nor does it confer any rights or responsibilities beyond those contained in the referenced policy.

This Certificate may be used as evidence of a NYS disability and/or Paid Family Leave benefits contract of insurance only while the underlying policy is in effect.

Please Note: Upon the cancellation of the disability and/or Paid Family Leave benefits policy indicated on this form, if the business continues to be named on a permit, license or contract issued by a certificate holder, the business must provide that certificate holder with a new Certificate of Insurance Coverage for NYS disability and/ or Paid Family Leave Benefits or other authorized proof that the business is complying with the mandatory coverage requirements of the NYS Disability and Paid Family Leave Benefits Law.

NYS DISABILITY AND PAID FAMILY LEAVE BENEFITS LAW

§220. Subd. 8

(a) The head of a state or municipal department, board, commission or office authorized or required by law to issue any permit for or in connection with any work involving the employment of employees in employment as defined in this article, and not withstanding any general or special statute requiring or authorizing the issue of such permits, shall not issue such permit unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand and twenty-one, the payment of family leave benefits for all employees has been secured as provided by this article. Nothing herein, however, shall be construed as creating any liability on the part of such state or municipal department, board, commission or office to pay any disability benefits to any such employee if so employed.

(b) The head of a state or municipal department, board, commission or office authorized or required by law to enter into any contract for or in connection with any work involving the employment of employees in employment as defined in this article and notwithstanding any general or special statute requiring or authorizing any such contract, shall not enter into any such contract unless proof duly subscribed by an insurance carrier is produced in a form satisfactory to the chair, that the payment of disability benefits and after January first, two thousand eighteen, the payment of family leave benefits for all employees has been secured as provided by this article.

NYSIF
New York State Insurance Fund

PO Box 66699, Albany, NY 12206
| nysif.com

CERTIFICATE OF WORKERS' COMPENSATION INSURANCE

^ ^ ^ ^ ^ ^ 923525254
TRISTATE MASON LLC
245 CORREJA AVE
ISELIN NJ 088301402

SCAN TO VALIDATE
AND SUBSCRIBE

POLICYHOLDER	CERTIFICATE HOLDER
TRISTATE MASON LLC 245 CORREJA AVE ISELIN NJ 088301402	NYC DDC 30-30 THOMSON AVE LONG ISLAND CITY NY 11101

POLICY NUMBER	CERTIFICATE NUMBER	POLICY PERIOD	DATE
V2590 325-3	327006	05/11/2025 TO 05/11/2026	2/18/2026

THIS IS TO CERTIFY THAT THE POLICYHOLDER NAMED ABOVE IS INSURED WITH THE NEW YORK STATE INSURANCE FUND UNDER POLICY NO. 2590 325-3, COVERING THE ENTIRE OBLIGATION OF THIS POLICYHOLDER FOR WORKERS' COMPENSATION UNDER THE NEW YORK WORKERS' COMPENSATION LAW WITH RESPECT TO ALL OPERATIONS IN THE STATE OF NEW YORK, EXCEPT AS INDICATED BELOW, AND, WITH RESPECT TO OPERATIONS OUTSIDE OF NEW YORK, TO THE POLICYHOLDER'S REGULAR NEW YORK STATE EMPLOYEES ONLY.

IF YOU WISH TO RECEIVE NOTIFICATIONS REGARDING SAID POLICY, INCLUDING ANY NOTIFICATION OF CANCELLATIONS, OR TO VALIDATE THIS CERTIFICATE, VISIT OUR WEBSITE AT HTTPS://WWW.NYSIF.COM/CERT/CERTVAL.ASP. THE NEW YORK STATE INSURANCE FUND IS NOT LIABLE IN THE EVENT OF FAILURE TO GIVE SUCH NOTIFICATIONS.

THIS POLICY DOES NOT COVER THE SOLE PROPRIETOR, PARTNERS AND/OR MEMBERS OF A LIMITED LIABILITY COMPANY.

THE POLICY INCLUDES A WAIVER OF SUBROGATION ENDORSEMENT UNDER WHICH NYSIF AGREES TO WAIVE ITS RIGHT OF SUBROGATION TO BRING AN ACTION AGAINST THE CERTIFICATE HOLDER TO RECOVER AMOUNTS WE PAID IN WORKERS' COMPENSATION AND/OR MEDICAL BENEFITS TO OR ON BEHALF OF AN EMPLOYEE OF OUR INSURED IN THE EVENT THAT, PRIOR TO THE DATE OF THE ACCIDENT, THE CERTIFICATE HOLDER HAS ENTERED INTO A WRITTEN CONTRACT WITH OUR INSURED THAT REQUIRES THAT SUCH RIGHT OF SUBROGATION BE WAIVED.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS NOR INSURANCE COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICY.

NEW YORK STATE INSURANCE FUND

DIRECTOR,INSURANCE FUND UNDERWRITING

VALIDATION NUMBER: 10128048

WW100517

Bond issued in one (1) original counterpart

PERFORMANCE BOND #1

Performance Bond #1 (4 Pages): Use if the total contract price is $5 Million Or Less. Performance Bond #1 has been approved by the U.S. Small Business Administration ("SBA")for participation in its Bond Guarantee Program.

PERFORMANCE BOND #1 (Page 1)

KNOW ALL PERSONS BY THESE PRESENTS:,

That we, Tristate Mason LLC

59-35 56th Rd

Maspeth, NY 11378

hereinafter referred to as the "Principal,"

and, First Indemnity of America Insurance Company

2740 State Rte 10, Suite 205, Morris Plains, NJ 07950

Incorporated in New Jersey

hereinafter referred to as the "Surety" ("Sureties") are held and firmly bound to THE CITY OF NEW YORK, hereinafter referred to as the "City" or to its successors and assigns in the penal sum of

One million eight hundred ninety seven thousand four hundred forty one and 70/100

($ 1,897,441.70) Dollars, lawful money of the United States for the payment of whichsaid sum of money well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal is about to enter, or has entered, into a Contract in writing with the City for

Replacement of Concrete, Steel Faced and Granite Curbs and Related

Sidewalk and Roadway Restoration, together with all work incidental thereto, Project ID: HWCB26KR

a copy of which Contract is annexed to and hereby made a part of this bond as though herein set forth infull;

NOW, THEREFORE, the conditions of this obligation are such that if the Principal, his or its representatives or assigns, shall well and faithfully perform the said Contract and all modifications, amendments, additions and alterations thereto that may hereafter be made, according to its terms and its true intent and meaning, including repair and or replacement of defective work and guarantees of maintenance for the periods stated in the Contract, and shall fully indemnify and save harmless the City from all cost and damage which it may suffer by reason of the Principal's default of the Contract, and shall fully reimburse and repay the City for all outlay and expense which the City may incur in making good any such default and shall protect the said City of New York against, and pay any and all amounts, damages, cost and judgments which may or shall be recovered against said City or its officers or agents or which the said City of New York may be called upon to pay any person or corporation by reason of any damages arising or growing out of the Principal's default of the Contract, then this obligation shall be nulland void, otherwise to remain in full force and effect.

The Surety (Sureties), for value received, hereby stipulates and agrees, upon written notice from the Citythat the City has determined that the Principal is in default of the Contract, to (1) pay the City the cost tocomplete the contract as determined by the City in excess of the balance of the Contract held by the City, plus any damages or costs to which the City is entitled, up to the full amount of the above penal sum, (2)fully perform and complete the Work to be performed under the Contract, pursuant to the terms, conditions, and covenants thereof, or (3) tender a completion Contractor that is acceptable to the City. The Surety (Sureties) further agrees, at its option, either to notify the City that it elects to pay the city thecost of completion plus any applicable damages and costs under option (1) above, or to commence anddiligently perform the Work specified in the Contract, including physical site work, within twenty-five
(25) business days after written notice thereof from the City and, if the Surety elects to fully perform and complete the Work, then to complete all Work within the time set forth in the Contract or such other timeas agreed to between the City and Surety in accordance with the Contract. If the Surety elects to tender payment pursuant to (1) above, then the Surety shall tender such amount within fifteen (15) business days notification from the City of the cost of completion. The Surety and the City reserve all rights and defenses each may have against the other; provided, however, that the Surety expressly agrees that its reservation of rights shall not provide a basis for non-performance of its obligation to pay the City the costof completion, to commence and complete all Work as provided herein, or to tender a completion contractor.

The Surety (Sureties), for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of said Surety (Sureties) and its bond shall be in no way impaired or affected byany extension of time, modification, omission, addition, or change in or to the said Contract or the Workto be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or any moneys due or to become due thereunder; and said Surety (Sureties) does hereby waive notice of any and all of such extensions, modifications, omissions, additions,changes, payments, and waivers, and hereby expressly stipulates and agrees that any and all things doneand omitted to be done by and in relation to subcontractors shall have the same effect as to said Surety (Sureties) as though done or omitted to be done by or in relation to said Principal. Notwithstanding the above, if the City makes payments to the Principal before the time required by the contract that in the aggregate exceed $100,000 or 10% of the Contract price, whichever is less, and that have not become earned prior to the Principal being found to be in default, then all payments made to the Principal before the time required by the Contract shall be added to the remaining contract value available to be paid forthe completion of the Contract as if such sums had not been paid to the Principal, but shall not provide abasis for non-performance of its obligation to pay the City the cost of completion, to commence and to complete all Work as provided herein, or to tender a completion contractor.

IN WITNESS WHEREOF, The Principal and the Surety (Sureties) have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereunto affixed and these presents to be signed by their proper officers, this

9th day of February, 20 26 .(Seal)

Tristate Mason LLC (L.S.)

Principal

Sangya KC

(Seal)

By: First Indemnity of America Insurance Company

Surety

By: Gary A Cardinale, Attorney-In-Fact

(Seal) Surety

By: n/a

(Seal) Surety

By: n/a

(Seal) Surety

By: n/a

(Seal) Surety

By: .

Bond Premium Rate $20/thousand (2%).

Bond Premium Cost Thirty seven thousand nine hundred forty nine and 00/100 dollars ($37,949.00)

If the Contractor (Principal) is a partnership, the bond should be signed by each of the individuals who are partners.

If the Contractor (Principal) is a corporation, the bond should be signed in its correct corporate name by aduly authorized officer, agent, or attorney-in-fact.

There should be executed an appropriate number of counterparts of the bond corresponding to the numberof counterparts of the Contract.

ACKNOWLEDGMENT OF PRINCIPAL IF A CORPORATION

State of New Jersey County of Middlesex. ss:

On this 12th day of Feb, 20 26 before me personally came Sangya KC,
to me known, who, being by me duly sworn did depose and say that he/she residesat 245 Comega Ave, Iselin, NJ 08830; that he/she is the CEO of the corporation described in and which executed the foregoing instrument; and that he/she signed his/her name to the foregoing instrument by order of the directors of said corporation as the duly authorized and binding act thereof.

Notary Public or Commissioner of Deeds.

KIRAN D MAHARAJA
Notary Public, State of New Jersey
My Commission Expires May 18, 2029
12-FEB-2026

ACKNOWLEDGMENT OF PRINCIPAL IF A PARTNERSHIP

State of_____ County of_____ ss:

On this_____ day of_____, 20_____ before me personally came_____,
to me known, who, being by me duly sworn did dispose and say that he/she residesat _____; that he/she is_____ partner of _____, a limited/general partnership existing under the laws of the State of _____, the partnership described in and which executed the foregoing instrument; and that he/she signed his/her name to the foregoing instrument as the duly authorized and binding act ofsaid partnership.

Notary Public or Commissioner of Deeds.

ACKNOWLEDGMENT OF PRINCIPAL IF AN INDIVIDUAL

State of_____ County of_____ ss:

On this_____ day of_____, 20_____ before me personally came_____,
to me known, who, being by me duly sworn did depose and say that he/she residesat _____, and that he/she is the individual whose name is subscribed to the within instrument and acknowledged to me that by his/her signature on the instrument, said individual executed the instrument.

Notary Public or Commissioner of Deeds

Each executed bond should be accompanied by: (a) appropriate acknowledgments of the respective parties; (b) appropriate duly certified copy of Power of Attorney or other certificate of authority where bond is executed by agent, officer or other representative of Principal or Surety; (c) a duly certified extract from By-Laws or resolutions of Surety under which Power of Attorney or other certificate of authority of its agent, officer or representative was issued, and (d) certified copy of latest published financial statement of assets and liabilities of Surety.

* * * * * * * *

Affix Acknowledgments and Justification of Sureties.

ACKNOWLEDGMENT OF SURETY

STATE OF New York)
) SS.:
COUNTY OF Erie)

On the 9th day of February in the year 2026, before me, the undersigned, personally appeared Gary A Cardinale, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Lisa M Reese
Notary Public

LISA M REESE
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01RE0014975
Qualified in Erie County
Commission Expires October 26, 2027

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY
2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
STATEMENT OF FINANCIAL CONDITION AS OF DECEMBER 31, 2024

Assets:		
Bonds		$ 13,295,662
Preferred & Common Stocks		6,268,370
Mortgage Loans		379,080
Real Estate		1,130,027
Cash and Short Term Investments		11,472,976
Investment Income Due and Accrued		135,968
Premiums in the Course of Collection (under 90 days)		778,211
Reinsurance Recoverable on Loss and LAE Payments		118,318
Deferred Tax Asset		251,549
Other Assets		116,300
Total Admitted Assets		$ 33,946,461
Liabilities and Surplus:		
Reserve for Loss and Loss Adjustment Expenses		6,788,275
Other Expenses		189,544
Taxes Licenses and Fees		67,983
Federal Income Tax Payable		161,379
Unearned Premium		2,820,500
Amounts Withheld or Retained for Others		6,375,652
Ceded Reinsurance Balances Payable		204,651
Security Deposits		12,600
Total Liabilities		16,620,584
Capital & Surplus:		
Common Stock, Paid Up	2,500,000	
Paid in and Contributed Surplus	1,480,945	
Unassignd Surplus	13,344,932	
Surplus as Regards to Policyholders		17,325,877
Total Liabilities and Surplus		$ 33,946,461

I, Glenn A. Runne, Chief Financial Officer of First Indemnity of America Insurance Company, do hereby certify that the foregoing statement is a correct exhibit of the assets and surplus of the said company, on the 31st day of December, 2024, according to the best information, knowledge, and belief.

Glenn A. Runne
Glenn A. Runne
Chief Financial Officer

State of New Jersey)
County of Morris) SS:
Subscribed and sworn to, before me, a Notary Public of the State of New Jersey in the Township of Morris Plains, this 25th day of February 2025.

Kathleen Fochesto
Commission #2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

Kathleen Fochesto
Kathleen Fochesto
My Commission Expires March 16, 2030

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY

2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
Telephone: (973) 402-1200

POWER OF ATTORNEY FOR BONDS AND UNDERTAKINGS

Know All Men By These Presents: That First Indemnity of America Insurance Company, a Corporation of the State of New Jersey does hereby appoint: Gary A. Cardinale, Joseph Cardinale, Salvatore Cardinale, its true and lawful Attorneys-in-Fact: to make, execute, sign, acknowledge, affix the Company Seal to, deliver any and all surety bonds, Consents of Surety, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature of a bond, for and on behalf of said Company and as an act and deed of said Company.

IN WITNESS WHEREOF, First Indemnity of America Insurance Company of the State of New Jersey has executed these presents this 21st day of May, 2025.

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY INCORPORATED 1978 NEW JERSEY

Patrick J. Lynch, President

STATE OF NEW JERSEY)
COUNTY OF MORRIS) ss:

On this 21st day of May, 2025, before me came the above named authorized representative of First Indemnity of America Insurance Company, to me personally known to be the individual and representative described herein, and acknowledge that he executed the foregoing instrument and affixed the seal of said corporation thereto by authority of this office.

KATHLEEN FOCHESTO NOTARY PUBLIC NEW JERSEY

KATHLEEN FOCHESTO
Commission # 2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

CERTIFICATE

Excerpts of Resolutions adopted by the Board of Directors of First Indemnity of America Insurance Company of the State of New Jersey adopted May 21, 2025.

RESOLVED, that the President, or any one of the Vice Presidents specially authorized to do so by the Board of Directors, shall have the power to appoint Attorneys-in-Fact as the business of the company may require, or to authorize any person or persons to execute on behalf of the Company any bonds, Consents of Surety, undertakings, recognizances, stipulations, policies, contracts, agreements, deeds, and release and assignment of judgments, decrees, mortgages and instruments in the nature of mortgagers, and also all other instruments and documents which the business of the Company may require and to affix the Seal of the Company thereto.

FURTHER RESOLVED, that the signatures and attestations of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating to the Power of Attorney by electronic means and any such Power of Attorney or certificate bearing such electronic signatures or electronic seal shall be valid and binding upon the Company with respect to any bond, undertaking, recognizances or other contract of indemnity of writing obligatory in the nature thereof.

I, Jane E. Lynch, Secretary of First Indemnity of America Insurance Company of New Jersey, do hereby certify that the foregoing Resolutions were adopted by the Board of Directors of the Corporation and the Powers of Attorney issued pursuant thereto, are true and correct and that both the Resolution and the Powers of Attorney are in full force and effect.

IN WITNESS WHEREOF, I have herewith set my hand and affixed the seal of said Corporation this 21st day of May, 2025.
This is notice that the Power of Attorney cited above is effective this 9th day of February, 20 26.

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY INCORPORATED 1978 NEW JERSEY

Jane E. Lynch, Secretary

WW100517

PERFORMANCE BOND #2

Performance Bond #2 (4 pages): Use if the total contract price is more than $5 Million.

PERFORMANCE BOND #2 (Page 1)

PERFORMANCE BOND #2KNOW ALL PERSONS BY THESE PRESENTS:,

That we, _____

_____

_____

hereinafter referred to as the "Principal,"
and, _____

_____

_____

hereinafter referred to as the "Surety" ("Sureties") are held and firmly bound to THE CITY OF NEW YORK, hereinafter referred to as the "City" or to its successors and assigns in the penal sum
of _____

_____

_____

($_____) Dollars, lawful money of the United States for the payment of which said sum of money well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal is about to enter, or has entered, into a Contract in writing with the City for

_____

_____

a copy of which Contract is annexed to and hereby made a part of this bond as though herein set forth infull;

NOW, THEREFORE, the conditions of this obligation are such that if the Principal, his or its representatives or assigns, shall well and faithfully perform the said Contract and all modifications, amendments, additions and alterations thereto that may hereafter be made, according to its terms and its true intent and meaning, including repair and or replacement of defective work and guarantees of maintenance for the periods stated in the Contract, and shall fully indemnify and save harmless the Cityfrom all cost and damage which it may suffer by reason of the Principal's default of the Contract, and shall fully reimburse and repay the City for all outlay and expense which the City may incur in making

good any such default and shall protect the said City of New York against, and pay any and all amounts,damages, cost and judgments which may or shall be recovered against said City or its officers or agents orwhich the said City of New York may be called upon to pay any person or corporation by reason of anydamages arising or growing out of the Principal's default of the Contract, then this obligation shall be nulland void, otherwise to remain in full force and effect.

The Surety (Sureties), for value received, hereby stipulates and agrees, upon written notice from the Citythat the City has determined that the Principal is in default of the Contract, to either (1) pay the full amount of the above penal sum in complete discharge and exoneration of this bond and of all the liabilities of the Surety relating to this bond, or (2) fully perform and complete the Work to be performed under theContract, pursuant to the terms, conditions, and covenants thereof. The Surety (Sureties) further agrees, at its option, either to tender the penal sum or to commence and diligently perform the Work specified in the Contract, including physical site work, within twenty-five (25) business days after written notice thereof from the City and to complete all Work within the time set forth in the Contract or such other time as agreed to between the City and Surety in accordance with the Contract. The Surety and the City reserve all rights and defenses each may have against the other; provided, however, that the Surety expressly agrees that its reservation of rights shall not provide a basis for non-performance of its obligation to commence and to complete all Work as provided herein.

The Surety (Sureties), for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of said Surety (Sureties) and its bond shall be in no way impaired or affected byany extension of time, modification, omission, addition, or change in or to the said Contract or the Work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any Work to be performed or any moneys due or to become due thereunder; and said Surety (Sureties) does hereby waive notice of any and all of such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers, and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, subcontractors, and other transferees shall have the same effect as to said Surety (Sureties) as though done or omitted to be done by or in relation to said Principal.

IN WITNESS WHEREOF, The Principal and the Surety (Sureties) have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereunto affixed and these presents to be signed by their proper officers, this

_____ day of _____ 20 _____.

(Seal)

_____(L.S.)

Principal

(Seal)

By: _____.

Surety

By: _____.

_____.

(Seal) Surety

By: _____.

_____.

(Seal) Surety

By: _____.

_____.

(Seal) Surety

By: _____.

_____.

(Seal) Surety

By: _____.

Bond Premium Rate _____.

Bond Premium Cost _____.

If the Contractor (Principal) is a partnership, the bond should be signed by each of the individuals who are partners.

If the Contractor (Principal) is a corporation, the bond should be signed in its correct corporate name by aduly authorized officer, agent, or attorney-in-fact.

There should be executed an appropriate number of counterparts of the bond corresponding to the numberof counterparts of the Contract.

ACKNOWLEDGMENT OF PRINCIPAL IF A CORPORATION

State of_____County of_____ss:

On this_____day of_____, 20_____before me personally came_____,
to me known, who, being by me duly sworn did depose and say that he residesat __
_____ ; that he/she is the _____
of the corporation described in and which executed the foregoing instrument; that he/she signed his/her name to theforegoing instrument by order of the directors of said corporation as the duly authorized and binding act thereof.

_____
Notary Public or Commissioner of Deeds.

ACKNOWLEDGMENT OF PRINCIPAL IF A PARTNERSHIP

State of_____County of_____ss:

On this_____day of_____, 20_____before me personally came_____,
to me known, who, being by me duly sworn did depose and say that he/she residesat_____
_____; that he/she is_____partner of _____, a limited/general partnership existing under the laws of the State of _____, the partnership described in and which executed the foregoing instrument;and that he/she signed his/her name to the foregoing instrument as the duly authorized and binding act of said partnership.

_____
Notary Public or Commissioner of Deeds

ACKNOWLEDGMENT OF PRINCIPAL IF AN INDIVIDUAL

State of_____County of_____ss:

On this_____day of_____, 20_____before me personally came_____,
to me known, who, being by me duly sworn did depose and say that he/she residesat_____
_____, and that he/she is the individual whose name is subscribed to the within instrument and acknowledged to me that by his/her signature on the instrument, said individual executed the instrument.

_____
Notary Public or Commissioner of Deeds

Each executed bond should be accompanied by: (a) appropriate acknowledgments of the respective parties; (b) appropriate duly certified copy of Power of Attorney or other certificate of authority where bond is executed by agent, officer or other representative of Principal or Surety; (c) a duly certified extract from By-Laws or resolutions of Surety under which Power of Attorney or other certificate of authority of its agent, officer or representative was issued, and (d) certified copy of latest published financial statement of assets and liabilities of Surety.

* * * * * * * *

Affix Acknowledgments and Justification of Sureties.

WW100517
Bond processed in one (1) original counterpart

PAYMENT BOND

Use for any contract for which a Payment Bond is required.

PAYMENT BOND (Page 1)

PAYMENT BOND

KNOW ALL PERSONS BY THESE PRESENTS, That we, Tristate Mason LLC

59-35 56th Rd

Maspeth, NY 11378

hereinafter referred to as the "Principal", and First Indemnity of America Insurance Company

2740 State Rte 10, Suite 205, Morris Plains, NJ 07950 Incorporated in New Jersey

hereinafter referred to as the "Surety" ("Sureties") are held and firmly bound to THE CITY OF NEW YORK, hereinafter referred to as the "City" or to its successors and assigns, in the penal sum of

One million eight hundred ninety seven thousand four hundred forty one and 70/100

($1,897,441.70) Dollars, lawful money of the United States, for the payment of which said sum of money well and truly to be made, we, and each of us, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal is about to enter, or has entered, into a Contract in writing with the City for

Replacement of Concrete, Steel Faced and Granite Curbs and Related

Sidewalk and Roadway Restoration, together with all work incidental thereto, Project ID: HWCB26KR

a copy of which Contract is annexed to and hereby made a part of this bond as though herein set forth in full;

NOW, THEREFORE, the conditions of this obligation are such that if the Principal, his or its representatives or assigns and other Subcontractors to whom Work under this Contract is sublet and his or their successors and assigns shall promptly pay or cause to be paid all lawful claims for

(a) Wages and compensation for labor performed and services rendered by all persons engaged in the prosecution of the Work under said Contract, and any amendment or extension thereof or addition thereto, whether such persons be agents servants or employees of the Principal or any such Subcontractor, including all persons so engaged who perform the work of laborers or mechanics at or in the vicinity of the site of the Project regardless of any contractual relationship between the Principal or such Subcontractors, or his or their successors or assigns, on the one hand and such laborers or mechanics on the other, but not including office employees not regularly stationed at the site of the project; and

(b) Materials and supplies (whether incorporated in the permanent structure or not), as well as teams, fuels, oils, implements or machinery furnished, used or consumed by said Principal or any subcontractor at or in the vicinity of the site of the Project in the prosecution of the Work under said Contract and any amendment or extension thereof or addition thereto; then this obligation shall be void, otherwise to remain infull force and effect.

This bond is subject to the following additional conditions, limitations and agreements:

(a) The Principal and Surety (Sureties) agree that this bond shall be for the benefit of any materialmen or laborer having a just claim, as well as the City itself.

(b) All persons who have performed labor, rendered services or furnished materials and supplies,as aforesaid, shall have a direct right of action against the Principal and his, its or their successors and assigns, and the Surety (Sureties) herein, or against either or both or any of them and their successors and assigns. Such persons may sue in their own name, and may prosecute the suit to judgment and execution without the necessity of joining with any other persons as party plaintiff.

(c) The Principal and Surety (Sureties) agree that neither of them will hold the City liable for any judgment for costs of otherwise, obtained by either or both of them against a laborer or materialman in a suit brought by either a laborer or materialman under this bond for moneys allegedly due for performing work or furnishing material.

(d) The Surety (Sureties) or its successors and assigns shall not be liable for any compensation recoverable by an employee or laborer under the Workmen's Compensation Law.

(e) In no event shall the Surety (Sureties), or its successors or assigns, be liable for a greater sum than the penalty of this bond or be subject to any suit, action or proceeding hereon that is instituted by any person, firm, or corporation hereunder later than two years after the complete performance of said Contract and final settlement thereof.

The Principal, for himself and his successors and assigns, and the Surety (Sureties), for itself and its successors and assigns, do hereby expressly waive any objection that might be interposed as to the rightof the City to require a bond containing the foregoing provisions, and they do hereby further expressly waiveany defense which they or either of them might interpose to an action brought hereon by any person, firm or corporation, including subcontractors, materialmen and third persons, for work, labor, services, supplies or material performed rendered, or furnished as aforesaid upon the ground that there is no law authorizing the City to require the foregoing provisions to be place in this bond.

And the Surety (Sureties), for value received, for itself and its successors and assigns, hereby stipulates and agrees that the obligation of said Surety (Sureties), and its bonds shall be in no way impaired or affected by any extension of time, modification, omission, addition, or change in or of the said Contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provisions thereof, or by any assignment, subletting or other transfer thereof or of any part thereof, or of any Work to be performed, or any moneys due to become due thereunder and said Surety (Sureties) does hereby waive notice of any and all of such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers, and hereby expressly stipulates and agrees that any and all things done and omitted to be done by and in relation to assignees, Subcontractors, and other transferees shall have the same effect as to said Surety (Sureties) as though done or omitted to be done or in relation to said Principal.

IN WITNESS WHEREOF, the Principal and the Surety (Sureties) have hereunto set their handsand seals, and such of them as are corporations have caused their corporate seals to be hereunto affixed andthese presents to be signed by their proper officers, this 9th day of February, 2026.

Tristate Mason LLC

(Seal) _____(L.S.)Principal

_____ By: Sanjya KC

(Seal) First Indemnity of America Insurance Company Surety

_____ By: Gary A Cardinale, Attorney-In-Fact

(Seal) n/a Surety

By: _____

(Seal) n/a Surety

By: _____

(Seal) n/a Surety

By: _____

If the Contractor (Principal) is a partnership, the bond should be signed by each of the individuals who are partners.

If the Contractor (Principal) is a corporation, the bond should be signed in its correct corporate name by aduly authorized officer, agent, or attorney-in-fact.

There should be executed an appropriate number of counterparts of the bond corresponding to the numberof counterparts of the Contract.

ACKNOWLEDGMENT OF PRINCIPAL, IF A CORPORATION

State of New Jersey County of Middlesex ss:

On this 12th day of Feb, 2026, before me personally came Sangya KC to me known, who, being by me duly sworn did depose and say that he resides at 245 Correja Ave Iselin, NJ 08830 that he is the CEO of the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the directors of said corporation, and that he signed his name thereto by like order.

KIRAN D MAHARAJA
Notary Public, State of New Jersey
My Commission Expires May 18, 2029
12/FEB/2026

Notary Public or Commissioner of Deeds

ACKNOWLEDGMENT OF PRINCIPAL, IF A PARTNERSHIP

State of_____County of_____ss:

On this_____day of_____,_____, before me personally appeared _____ to me known, and known to me to be one of the members of the firm of _____ _____ described in and who executed the foregoing instrument; and he acknowledged to me that he executed the same as and for the act and deed of said firm.

Notary Public or Commissioner of Deeds

ACKNOWLEDGMENT OF PRINCIPAL, IF AN INDIVIDUAL

State of_____County of_____ss:

On this _____ day of_____,_____, before me personally appeared _____ to me known, and known to me to be the person described in and who executed the foregoing instrument; and acknowledged that he executed the same.

Notary Public or Commissioner of Deeds

Each executed bond should be accompanied by: (a) appropriate acknowledgments of the respective parties; (b) appropriate duly certified copy of Power of Attorney or other certificate of authority where bondis executed by agent, officer or other representative of Principal or Surety; (c) a duly certified extract from By-Laws or resolutions of Surety under which Power of Attorney or other certificate of authority of its agent, officer or representative was issued, and (d) certified copy of latest published financial statement of assets and liabilities of Surety.

* * * * * * * *

Affix Acknowledgments and Justification of Sureties.

ACKNOWLEDGMENT OF SURETY

STATE OF New York)
) SS.:
COUNTY OF Erie)

On the 9th day of February in the year 2026, before me, the undersigned, personally appeared Gary A Cardinale, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

Lisa M Reese
Notary Public

LISA M REESE
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01RE0014975
Qualified in Erie County
Commission Expires October 26, 2027

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY
2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
STATEMENT OF FINANCIAL CONDITION AS OF DECEMBER 31, 2024

Assets:		
Bonds		$ 13,295,662
Preferred & Common Stocks		6,268,370
Mortgage Loans		379,080
Real Estate		1,130,027
Cash and Short Term Investments		11,472,976
Investment Income Due and Accrued		135,968
Premiums in the Course of Collection (under 90 days)		778,211
Reinsurance Recoverable on Loss and LAE Payments		118,318
Deferred Tax Asset		251,549
Other Assets		116,300
Total Admitted Assets		$ 33,946,461
Liabilities and Surplus:		
Reserve for Loss and Loss Adjustment Expenses		6,788,275
Other Expenses		189,544
Taxes Licenses and Fees		67,983
Federal Income Tax Payable		161,379
Unearned Premium		2,820,500
Amounts Withheld or Retained for Others		6,375,652
Ceded Reinsurance Balances Payable		204,651
Security Deposits		12,600
Total Liabilities		16,620,584
Capital & Surplus:		
Common Stock, Paid Up	2,500,000	
Paid in and Contributed Surplus	1,480,945	
Unassignd Surplus	13,344,932	
Surplus as Regards to Policyholders		17,325,877
Total Liabilities and Surplus		$ 33,946,461

I, Glenn A. Runne, Chief Financial Officer of First Indemnity of America Insurance Company, do hereby certify that the foregoing statement is a correct exhibit of the assets and surplus of the said company, on the 31st day of December, 2024, according to the best information, knowledge, and belief.

Glenn A. Runne
Glenn A. Runne
Chief Financial Officer

State of New Jersey)
County of Morris) SS:
Subscribed and sworn to, before me, a Notary Public of the State of New Jersey in the Township of Morris Plains, this 25th day of February 2025.

Kathleen Fochesto
Commission #2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

Kathleen Fochesto
Kathleen Fochesto
My Commission Expires March 16, 2030

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY

2740 Route 10 West, Suite 205, Morris Plains, N.J. 07950
Telephone: (973) 402-1200

POWER OF ATTORNEY FOR BONDS AND UNDERTAKINGS

Know All Men By These Presents: That First Indemnity of America Insurance Company, a Corporation of the State of New Jersey does hereby appoint: Gary A. Cardinale, Joseph Cardinale, Salvatore Cardinale, its true and lawful Attorneys-in-Fact: to make, execute, sign, acknowledge, affix the Company Seal to, deliver any and all surety bonds, Consents of Surety, undertakings, recognizances and other contracts of indemnity and writings obligatory in the nature of a bond, for and on behalf of said Company and as an act and deed of said Company.

IN WITNESS WHEREOF, First Indemnity of America Insurance Company of the State of New Jersey has executed these presents this 21st day of May, 2025.

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY INCORPORATED 1978 NEW JERSEY

Patrick J. Lynch, President

STATE OF NEW JERSEY)
COUNTY OF MORRIS) ss:

On this 21st day of May, 2025, before me came the above named authorized representative of First Indemnity of America Insurance Company, to me personally known to be the individual and representative described herein, and acknowledge that he executed the foregoing instrument and affixed the seal of said corporation thereto by authority of this office.

KATHLEEN FOCHESTO NOTARY PUBLIC NEW JERSEY

KATHLEEN FOCHESTO
Commission # 2394310
Notary Public, State of New Jersey
My Commission Expires
March 16, 2030

CERTIFICATE

Excerpts of Resolutions adopted by the Board of Directors of First Indemnity of America Insurance Company of the State of New Jersey adopted May 21, 2025.

RESOLVED, that the President, or any one of the Vice Presidents specially authorized to do so by the Board of Directors, shall have the power to appoint Attorneys-in-Fact as the business of the company may require, or to authorize any person or persons to execute on behalf of the Company any bonds, Consents of Surety, undertakings, recognizances, stipulations, policies, contracts, agreements, deeds, and release and assignment of judgments, decrees, mortgages and instruments in the nature of mortgagers, and also all other instruments and documents which the business of the Company may require and to affix the Seal of the Company thereto.

FURTHER RESOLVED, that the signatures and attestations of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating to the Power of Attorney by electronic means and any such Power of Attorney or certificate bearing such electronic signatures or electronic seal shall be valid and binding upon the Company with respect to any bond, undertaking, recognizances or other contract of indemnity of writing obligatory in the nature thereof.

I, Jane E. Lynch, Secretary of First Indemnity of America Insurance Company of New Jersey, do hereby certify that the foregoing Resolutions were adopted by the Board of Directors of the Corporation and the Powers of Attorney issued pursuant thereto, are true and correct and that both the Resolution and the Powers of Attorney are in full force and effect.

IN WITNESS WHEREOF, I have herewith set my hand and affixed the seal of said Corporation this 21st day of May, 2025.
This is notice that the Power of Attorney cited above is effective this 9th day of February, 20 26.

FIRST INDEMNITY OF AMERICA INSURANCE COMPANY INCORPORATED 1978 NEW JERSEY

Jane E. Lynch, Secretary

WW100517

LABOR LAW ARTICLE 8 - NYC PUBLIC WORKS

Workers, Laborers and Mechanics employed on a public work project must receive not less than the prevailing rate of wage and benefits for the classification of work performed by each upon such public work. Pursuant to New York Labor Law Article 8 the Comptroller of the City of New York has promulgated this schedule solely for Workers, Laborers and Mechanics engaged by private contractors on New York City public work projects. Prevailing rates are required to be annexed to and form part of the public work contract pursuant to Labor Law section 220 (3).

This schedule is a compilation of separate determinations of the prevailing rate of wage and supplements made by the Comptroller for each trade classification listed herein pursuant to Labor Law section 220 (5). The source of the wage and supplement rates, whether a collective bargaining agreement, survey data or other, is listed at the end of each classification.

Agency Chief Contracting Officers should contact the Bureau of Labor Law's Classification Unit with any questions concerning trade classifications, prevailing rates or prevailing practices with respect to procurement on New York City public work contracts. Contractors are advised to review the Comptroller's Prevailing Wage Schedule before bidding on public work contracts. Contractors with questions concerning trade classifications, prevailing rates or prevailing practices with respect to public work contracts in the procurement stage must contact the contracting agency responsible for the procurement.

Any error as to compensation under the prevailing wage law or other information as to trade classification, made by the contracting agency in the contract documents or in any other communication, will not preclude a finding against the contractor of prevailing wage violation.

Any questions concerning trade classifications, prevailing rates or prevailing practices on New York City public work contracts that have already been awarded may be directed to the Bureau of Labor Law's Classification Unit by calling (212) 669-4443. All callers must have the agency name and contract registration number available when calling with questions on public work contracts. Please direct all other compliance issues to: laborlaw@comptroller.nyc.gov or Bureau of Labor Law, Attn: Paul Brumlik, Office of the Comptroller, 1 Centre Street, Room 651, New York, N.Y. 10007.

Pursuant to Labor Law § 220 (3-a) (a), the appropriate schedule of prevailing wages and benefits must be posted in a prominent and accessible place at all public work sites along with the Construction Poster provided on our web site at comptroller.nyc.gov/wages. In addition, covered employees must be given the appropriate schedule of prevailing wages and benefits along with the Worker Notice provided on our web site at the time the public work project begins, and with the first paycheck to each such employee after July first of each year.

This schedule is applicable to work performed during the effective period, unless otherwise noted. Changes to this schedule are published on our web site comptroller.nyc.gov/wages. Contractors must pay the wages and supplements in effect when the worker, laborer, mechanic performs the work. Preliminary schedules for future one-year periods appear in the City Record on or about June 1 each succeeding year. Final schedules appear on or about July 1 in the City Record and on our web site comptroller.nyc.gov/wages.

Prevailing rates and ratios for apprentices are published in the Construction Apprentice Prevailing Wage Schedule. Pursuant to Labor Law § 220 (3-e), only apprentices who are individually

registered in a bona fide program to which the employer contractor is a participant, registered with the New York State Department of Labor, may be paid at the apprentice rates. Apprentices who are not so registered must be paid as journey persons.

New York City public work projects awarded pursuant to a Project Labor Agreement ("PLA") in accordance with Labor Law section 222 may have different labor standards for shift, premium and overtime work. Please refer to the PLA's pre-negotiated labor agreements for wage and benefit rates applicable to work performed outside of the regular workday. More information is available at the Mayor's Office of Contract Services (MOCS) web page at:

https://www.nyc.gov/site/mocs/regulations/project-labor-agreements.page

All the provisions of Labor Law Article 8 remain applicable to PLA work including, but not limited to, the enforcement of prevailing wage requirements by the Comptroller in accordance with the trade classifications in this schedule; however, we will enforce shift, premium, overtime and other non-standard rates as they appear in a project's pre-negotiated labor agreement.

In order to meet their obligation to provide prevailing supplemental benefits to each covered employee, employers must either:

1) **Provide bona fide fringe benefits which cost the employer no less than the prevailing supplemental benefits rate; or**
2) **Supplement the employee's hourly wage by an amount no less than the prevailing supplemental benefits rate; or**
3) **Provide a combination of bona fide fringe benefits and wage supplements which cost the employer no less than the prevailing supplemental benefits rate in total.**

Although prevailing wage laws do not require employers to provide bona fide fringe benefits (as opposed to wage supplements) to their employees, other laws may. For example, the Employee Retirement Income Security Act, 29 U.S.C. § 1001 et seq., the Patient Protection and Affordable Care Act, 42 U.S.C. § 18001 et seq., and the New York City Paid Sick Leave Law, N.Y.C. Admin. Code § 20-911 et seq., require certain employers to provide certain benefits to their employees. Labor agreements to which employers are a party may also require certain benefits. The Comptroller's Office does not enforce these laws or agreements.

Employers must provide prevailing supplemental benefits at the straight time rate for each hour worked unless otherwise noted in the classification.

Paid Holidays, Vacation and Sick Leave when listed must be paid or provided in addition to the prevailing hourly supplemental benefit rate.

For more information, please refer to the Comptroller's Prevailing Wage Law Regulations in Title 44 of the Rules of the City of New York, Chapter 2, available at comptroller.nyc.gov/wages.

Paul Brumlik
Director of Classifications
Bureau of Labor Law

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ASBESTOS HANDLER

SEE HAZARDOUS MATERIAL HANDLER

BLASTER

Blaster

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $58.81
Supplemental Benefit Rate per Hour: $55.73

Blaster - Hydraulic Trac Drill

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $52.95
Supplemental Benefit Rate per Hour: $55.73

Blaster - Wagon: Air Trac: Quarry Bar: Drillrunners

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $52.12
Supplemental Benefit Rate per Hour: $55.73

Blaster - Journeyperson

(Laborer, Chipper/Jackhammer including Walk Behind Self Propelled Hydraulic Asphalt and Concrete Breakers and Hydro (Water) Demolition, Powder Carrier, Hydraulic Chuck Tender, Chuck Tender and Nipper)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $45.60
Supplemental Benefit Rate per Hour: $55.73

Blaster - Magazine Keepers: (Watch Person)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.80
Supplemental Benefit Rate per Hour: $55.73

Overtime Description

Paid Holidays: Labor Day, Thanksgiving Day.

Excluding Supplemental Benefits.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Thanksgiving Day
Christmas Day

Shift Rates
When two shifts are employed, single time rate shall be paid for each shift. When three shifts are found necessary, each shift shall work seven and one half hours (7 ½), but shall be paid for eight (8) hours of labor, and be permitted one half hour for lunch.

(Local #731)

BOILERMAKER

Boilermaker

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $68.88
Supplemental Benefit Rate per Hour: $49.83
Supplemental Note: For time and one half overtime - $74.17 For double overtime - $98.51

Overtime Description
For Repair and Maintenance work:
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
For New Construction work:
Double time the regular rate after an 8 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).

New Year's Day
President's Day
Memorial Day
Independence Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Christmas Day

Quadruple time the regular rate for work on the following holiday(s).
Labor Day

Paid Holidays

Good Friday
Day after Thanksgiving
Day before Christmas
Day before New Year's Day

Shift Rates

On jobs requiring two (2) or three (3) shifts, the first shift shall work eight (8) hours at the regular straight-time hourly rate. The second shift shall work eight (8) hours and receive eight hours at the regular straight time hourly rate plus two dollars ($2.00) per hour. The third shift shall work eight (8) hours and receive eight hours at the regular straight time hourly rate plus two dollars and twenty-five cents ($2.25) per hour.

(Local #5)

BRICKLAYER

Bricklayer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $60.04
Supplemental Benefit Rate per Hour: $45.35

Overtime Description

Time and one half the regular rate after a 7 hour day. If working on a job that is predominately Pointer, Cleaner, Caulker work, then Time and one half the regular rate after an 8 hour day.

Overtime

Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays

None

Shift Rates

The second shift wage rate shall be a 15% wage premium with no premium for supplemental benefits. There must be a first shift in order to work a second shift. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, eight hours will be paid at straight time rate for seven hours of work.

(Bricklayer District Council)

CARPENTER - BUILDING COMMERCIAL

Building Commercial

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $59.05
Supplemental Benefit Rate per Hour: $49.08

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day

Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
The second shift will receive one hour at the double time rate of pay for the last hour of the shift; eight hours pay for seven hours of work, nine hours pay for eight hours of work. There must be a first shift in order to work a second shift. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, the rule for the second shift will apply.

(Carpenters District Council)

CARPENTER - HEAVY CONSTRUCTION WORK
(Construction of Engineered Structures and Building Foundations including all form work)

Heavy Construction Work

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.59
Supplemental Benefit Rate per Hour: $56.84

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
Off shift work commencing between 5:00 P.M. and 11:00 P.M. shall work eight and one half hours allowing for one half hour for lunch. The wage rate shall be 113% of the straight time hourly wage rate and the supplemental benefits shall be paid at the straight time rate. When two (2) or more shifts of Carpenters are employed, single time will be paid for each shift.

(Carpenters District Council)

CARPENTER - HIGH RISE CONCRETE FORMS
(Excludes Engineered Structures and Building Foundations)

Carpenter High Rise A

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $51.48
Supplemental Benefit Rate per Hour: $44.74

Carpenter High Rise B

Carpenter High Rise B worker is excluded from high risk operations such as erection decking, perimeter debris netting, leading edge work, self-climbing form systems, and the installation of cocoon systems unless directly supervised by a Carpenter High Rise A worker.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $40.89
Supplemental Benefit Rate per Hour: $18.05

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Time and one half the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday

Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
The second shift wage rate shall be 113% of the straight time hourly wage rate. However, any shift beginning after 5:00 P.M. shall be paid at time and one half the regular hourly rate. There must be a first shift in order to work a second shift. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, the rule for the second shift will apply.

(Carpenters District Council)

CARPENTER - SIDEWALK SHED, SCAFFOLD AND HOIST

Carpenter - Hod Hoist

(Assisted by Mason Tender)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $56.20
Supplemental Benefit Rate per Hour: $49.95

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day

Columbus Day
Presidential Election Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
The second shift will receive 112% of the straight time hourly rate. Benefit fund contributions shall be paid at the straight time rate. There must be a first shift in order to work a second shift. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, the rule for the second shift will apply.

(Carpenters District Council)

CARPENTER - WOOD WATER STORAGE TANK

Tank Mechanic

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.83
Supplemental Benefit Rate per Hour: $26.06

Tank Helper

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.44
Supplemental Benefit Rate per Hour: $26.06

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Time and one half the regular rate for work on a holiday plus the day's pay.

Paid Holidays
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day

Columbus Day
Thanksgiving Day
Day after Thanksgiving
1/2 day on Christmas Eve if work is performed in the A.M.
Christmas Day
1/2 day on New Year's Eve if work is performed in the A.M.

Vacation

Employed for one (1) year.....one (1) week vacation (40 hours)
Employed for three (3) years.....two (2) weeks vacation (80 hours)
Employed for more than twenty (20) years.....three (3) weeks vacation (120 hours)

SICK LEAVE:
Two (2) sick days after being employed for twenty (20) years.

(Carpenters District Council)

CEMENT & CONCRETE WORKER

Building Work

Cement & Concrete Worker

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.28
Supplemental Benefit Rate per Hour: $34.20
Supplemental Note: $39.20 on Saturdays; $44.20 on Sundays & Holidays

Cement & Concrete Worker - (Hired after 2/6/2016)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $36.80
Supplemental Benefit Rate per Hour: $26.20
Supplemental Note: $29.20 on Saturdays; $32.20 on Sundays & Holidays

Overtime Description

Time and one half the regular rate after 7 hour day (time and one half the regular rate after an 8 hour day when working with Dockbuilders on pile cap forms and for work below street level to the top of the foundation wall, not to exceed 2 feet or 3 feet above the sidewalk-brick shelf, when working on the foundation and structure.)

Overtime

Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays

1/2 day before Christmas Day
1/2 day before New Year's Day

Shift Rates

On shift work extending over a twenty-four hour period, all shifts are paid at straight time.

(Cement & Concrete Workers District Council 16)

CEMENT MASON

Cement Mason

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $59.87
Supplemental Benefit Rate per Hour: $34.76
Supplemental Note: Supplemental benefit time and one half rate: $63.22; Double time rate: double the base supplemental benefit rate.

Overtime Description

Time and one-half the regular rate after an 8 hour day, double time the regular rate after 10 hours. Time and one-half the regular rate on Saturday, double time the regular rate after 10 hours. Double time the regular rate on Sunday. Four Days a week at Ten (10) hours straight time is allowed.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day

Thanksgiving Day
Christmas Day

Paid Holidays

Any worker who reports to work on Christmas Eve or New Year's Eve pursuant to his employer's instruction shall be entitled to three (3) hours afternoon pay without working.

Shift Rates

For off shift work, (at times other than the regular 7:00 A.M. to 3:30 P.M. work day) a cement mason shall be paid at the regular hourly rate plus a 25% per hour differential.

(Local #780) (BCA)

CORE DRILLER

Test Boring

Core Driller

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.88
Supplemental Benefit Rate per Hour: $34.35

Core Driller Helper

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.58
Supplemental Benefit Rate per Hour: $34.35

Core Driller Helper(Third year in the industry)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $33.80
Supplemental Benefit Rate per Hour: $34.35

Core Driller Helper (Second year in the industry)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.04
Supplemental Benefit Rate per Hour: $34.35

Core Driller Helper (First year in the industry)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.26
Supplemental Benefit Rate per Hour: $34.35

Overtime Description
Time and one half the regular rate for work on a holiday plus Holiday pay when worked.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Time and one half the regular rate for work on the following holiday(s).

Paid Holidays
New Year's Day
Memorial Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Christmas Day

Shift Rates
When two (2) or more shifts are employed, single time shall be paid for each shift, but those employees employed on a shift other than from 8:00 A.M. to 5:00 P.M. shall, in addition, receive two dollars ($2.00) per hour differential for each hour worked. When three (3) shifts are needed, each shift shall work seven and one-half (7 ½) hours paid for eight (8) hours of labor and be permitted one-half (½) hour for mealtime.

(Carpenters District Council)

DERRICKPERSON AND RIGGER

Derrick Person & Rigger

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.11
Supplemental Benefit Rate per Hour: $62.71

Derrick Person & Rigger - Site Work

Assists the Stone Mason-Setter in the setting of stone and paving stone.

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate per Hour: $48.40
Supplemental Benefit Rate per Hour: $49.70

Overtime Description
The first two hours of overtime on weekdays and the first seven hours of work on Saturdays are paid at time and one half for wages and supplemental benefits. All additional overtimes is paid at double time for wages and supplemental benefits.

Overtime
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Washington's Birthday
Good Friday
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
1/2 day on Christmas Eve if work is performed in the A.M.

(Local #197)

DIVER

Diver (Marine)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $76.46
Supplemental Benefit Rate per Hour: $56.84

Diver Tender (Marine)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $56.00
Supplemental Benefit Rate per Hour: $56.84

Overtime
Time and one half the regular rate after an 8 hour day.

Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays

None

Shift Rates

When three shifts are utilized each shift shall work seven and one half-hours (7 1/2 hours) and paid for 8 hours, allowing for one half hour for lunch.

(Carpenters District Council)

DOCKBUILDER - PILE DRIVER

Dockbuilder - Pile Driver

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.59
Supplemental Benefit Rate per Hour: $56.84

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day

Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays

None

Shift Rates

Off shift work commencing between 5:00 P.M. and 11:00 P.M. shall work eight and one half hours allowing for one half hour for lunch. The wage rate shall be 113% of the straight time hourly wage rate and the supplemental benefits shall be paid at the straight time rate. When two (2) or more shifts of Dockbuilders are employed, single time will be paid for each shift.

(Carpenters District Council)

DRIVER: TRUCK (TEAMSTER)

Including work involving the delivery to and hauling from such worksites of aggregate supply construction materials and any time spent loading/unloading

Driver - Dump Truck

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.12
Supplemental Benefit Rate per Hour: $59.65
Supplemental Note: Over 40 hours worked: at time and one half rate - $25.50; at double time rate - $34.00

Driver - Tractor Trailer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.82
Supplemental Benefit Rate per Hour: $57.65
Supplemental Note: Over 40 hours worked: at time and one half rate - $26.33; at double time rate - $35.10

Driver - Euclid & Turnapull Operator

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate per Hour: $49.38
Supplemental Benefit Rate per Hour: $57.65
Supplemental Note: Over 40 hours worked: at time and one half rate - $26.33; at double time rate - $35.10

Overtime Description

For Paid Holidays: Holiday pay for all holidays shall be prorated based two hours per day for each day worked in the holiday week, not to exceed 8 hours of holiday pay.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

Shift Rates

Off shift work commencing between 6:00 P.M. and 5:00 A.M. shall work eight and one half (8 1/2) hours allowing for one half hour for lunch

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Driver Redi-Mix (Sand & Gravel)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $44.50
Supplemental Benefit Rate per Hour: $52.22
Supplemental Note: Over 40 hours worked: time and one half rate $22.35; double time rate $29.80

Overtime Description

For Paid Holidays: Employees who do not work on a contractual holiday shall be compensated two (2) hours extra pay in straight time wages and benefits for every day on which the Employee does not pass up a day's work during the calendar week (Sunday through Saturday) of the holiday, up to a maximum of ten (10) hours in wages and eight (8) hours in benefit contributions for the holiday

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
Martin Luther King Jr. Day
President's Day
Columbus Day
Veteran's Day

Triple time the regular rate for work on the following holiday(s).
New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Thanksgiving Day
Christmas Day

(Local #282)

ELECTRICIAN

(Including installation of low voltage cabling carrying data, video and/or voice on building construction/alteration/renovation projects.)

Electrician "A" (Regular Day / Day Shift)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $62.00
Supplemental Benefit Rate per Hour: $66.90
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $62.00
Supplemental Benefit Rate per Hour: $67.40
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $64.00
Supplemental Benefit Rate per Hour: $70.28
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician "A" (Regular Day Overtime after 7 hrs / Day Shift Overtime after 8 hrs)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $93.00
Supplemental Benefit Rate per Hour: $68.90
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $93.00
Supplemental Benefit Rate per Hour: $69.40
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $96.00
Supplemental Benefit Rate per Hour: $72.34
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician "A" (Swing Shift)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $72.75
Supplemental Benefit Rate per Hour: $75.27
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $72.75
Supplemental Benefit Rate per Hour: $75.77
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $75.10
Supplemental Benefit Rate per Hour: $78.93

*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician "A" (Swing Shift Overtime after 7.5 hours)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $109.13
Supplemental Benefit Rate per Hour: $77.61
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $109.13
Supplemental Benefit Rate per Hour: $78.11
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $112.65
Supplemental Benefit Rate per Hour: $81.35
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician "A" (Graveyard Shift)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $81.49
Supplemental Benefit Rate per Hour: $82.39
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $81.49
Supplemental Benefit Rate per Hour: $82.89
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $84.12
Supplemental Benefit Rate per Hour: $86.28
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician "A" (Graveyard Shift Overtime after 7 hours)

Effective Period: 7/1/2025 - 1/1/2026
Wage Rate per Hour: $122.24
Supplemental Benefit Rate per Hour: $85.01
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/2/2026 - 4/15/2026
Wage Rate per Hour: $122.24
Supplemental Benefit Rate per Hour: $85.51
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $126.18
Supplemental Benefit Rate per Hour: $88.98
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

*** Supplemental Benefit Rate per Hour Note**
In addition to the Supplemental Benefit Rates per Hour listed above, the employer must provide an additional 6.2% of taxable gross pay earned on covered work only. This additional Supplemental Benefit Rate will terminate when the employee has contributed the maximum annual Social Security tax required by law, on all work performed.

Overtime
Time and one half the regular rate after a 7 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays
Time and one half the regular rate for work on a holiday.
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
For multiple shifts of temporary light and/or power, the temporary light and/or power employee shall be paid for 8 hours at the straight time rate. For three or less workers performing 8 hours temporary light and/or power the supplemental benefit rate is $26.99, effective 1/2/2026 the supplemental benefit rate is $27.49, effective 4/16/2026 the supplemental benefit rate is $27.91 - See * Supplemental Benefit Rate per Hour Note above.

Electrician "M" 1st Year

"M" rated work shall be defined as jobbing: electrical work of limited duration and scope, also consisting of repairs and/or replacement of electrical and tele-data equipment. Includes all work necessary to retrofit, service, maintain and repair all kinds of lighting fixtures and local lighting controls and washing and cleaning of foregoing fixtures.

Effective Period: 7/1/2025 - 4/15/2026

Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $26.29

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $26.79

Electrician "M" 1st Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $41.25
Supplemental Benefit Rate per Hour: $28.02

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $41.25
Supplemental Benefit Rate per Hour: $28.52

Electrician "M" 2nd Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $28.50
Supplemental Benefit Rate per Hour: $26.82

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $28.50
Supplemental Benefit Rate per Hour: $27.32

Electrician "M" 2nd Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $42.75
Supplemental Benefit Rate per Hour: $28.62

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $42.75
Supplemental Benefit Rate per Hour: $29.12

Electrician "M" 3rd Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $30.50
Supplemental Benefit Rate per Hour: $27.90

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $30.50
Supplemental Benefit Rate per Hour: $28.40

Electrician "M" 3rd Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $45.75
Supplemental Benefit Rate per Hour: $29.83

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $45.75
Supplemental Benefit Rate per Hour: $30.33

Electrician "M" 4th Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $33.50
Supplemental Benefit Rate per Hour: $29.51

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $33.50
Supplemental Benefit Rate per Hour: $30.01

Electrician "M" 4th Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $50.25
Supplemental Benefit Rate per Hour: $31.63

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $50.25
Supplemental Benefit Rate per Hour: $32.13

Electrician "M" 5th Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $36.50
Supplemental Benefit Rate per Hour: $31.12

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $36.50
Supplemental Benefit Rate per Hour: $31.62

Electrician "M" 5th Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $54.75
Supplemental Benefit Rate per Hour: $33.43

Effective Period: 4/16/2026 - 6/30/2026

Wage Rate per Hour: $54.75
Supplemental Benefit Rate per Hour: $33.93

Electrician "M" 6th Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $43.50
Supplemental Benefit Rate per Hour: $34.89

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $43.50
Supplemental Benefit Rate per Hour: $35.39

Electrician "M" 6th Year (Overtime)

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $65.25
Supplemental Benefit Rate per Hour: $37.64

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $65.25
Supplemental Benefit Rate per Hour: $38.14

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays
Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

(Local #3)

ELECTRICIAN - ALARM TECHNICIAN

(Scope of Work - Inspect, test, repair, and replace defective, malfunctioning, or broken devices, components and controls of Fire, Burglar and Security Systems)

Alarm Technician

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.40
Supplemental Benefit Rate per Hour: $21.44
Supplemental Note: $19.31 only after 8 hours worked in a day

Overtime Description

Time and one half the regular rate for work on the following holidays: Columbus Day, Veterans Day, Day after Thanksgiving.
Double time the regular rate for work on the following holidays: New Year's day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates

Night Differential is based upon a ten percent (10%) differential between the hours of 4:00 P.M. and 12:30 A.M. and a fifteen percent (15%) differential for the hours 12:00 A.M. to 8:30 A.M.

Vacation

At least 1 year of employment.....ten (10) days
5 years or more of employment.....fifteen (15) days
10 years of employment.....twenty (20) days
Plus one Personal Day per year

Sick Days:
One day per Year. Up to 4 vacation days may be used as sick days.

(Local #3)

ELECTRICIAN-STREET LIGHTING WORKER

Electrician - Electro Pole Electrician

Effective Period: 7/1/2025 - 12/31/2025
Wage Rate per Hour: $62.00
Supplemental Benefit Rate per Hour: $69.01
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/1/2026 - 4/21/2026
Wage Rate per Hour: $62.00
Supplemental Benefit Rate per Hour: $69.51
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/22/2026 - 6/30/2026
Wage Rate per Hour: $64.00
Supplemental Benefit Rate per Hour: $72.46
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician - Electro Pole Foundation Installer

Effective Period: 7/1/2025 - 12/31/2025
Wage Rate per Hour: $47.66
Supplemental Benefit Rate per Hour: $51.27
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 1/1/2026 - 4/21/2026
Wage Rate per Hour: $47.66
Supplemental Benefit Rate per Hour: $51.77
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Effective Period: 4/22/2026 - 6/30/2026
Wage Rate per Hour: $49.66
Supplemental Benefit Rate per Hour: $53.91
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

Electrician - Electro Pole Maintainer

Effective Period: 7/1/2025 - 12/31/2025
Wage Rate per Hour: $41.61

Supplemental Benefit Rate per Hour: $46.32

Effective Period: 1/1/2026 - 4/21/2026
Wage Rate per Hour: $41.61
Supplemental Benefit Rate per Hour: $46.82

Effective Period: 4/22/2026 - 6/30/2026
Wage Rate per Hour: $43.61
Supplemental Benefit Rate per Hour: $48.96
*** Supplemental Note: See Supplemental Benefit Rate per Hour Note below**

*** Supplemental Benefit Rate per Hour Note**
In addition to the Supplemental Benefit Rates per Hour listed above, the employer must provide an additional 6.2% of taxable gross pay earned on covered work only. This additional Supplemental Benefit Rate will terminate when the employee has contributed the maximum annual Social Security tax required by law, on all work performed.

Overtime Description

Electrician - Electro Pole Electrician: Time and one half the regular rate after a 7 hour day and after 5 consecutive days worked per week.
Electrician - Electro Pole Foundation Installer: Time and one half the regular rate after 8 hours within a 24 hour period and Saturday and Sunday.
Electrician - Electro Pole Maintainer: Time and one half the regular rate after a 7 hour day and after 5 consecutive days worked per week. Saturdays and Sundays may be used as a make-up day at straight time when a day is lost during the week to inclement weather.

Overtime Holidays

Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays

None

(Local #3)

ELEVATOR CONSTRUCTOR

Elevator Constructor

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate per Hour: $83.27
Supplemental Benefit Rate per Hour: $42.33

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate per Hour: $86.43
Supplemental Benefit Rate per Hour: $43.43

Overtime Description
For New Construction: work performed after an 8 hour day, Saturday, Sunday or between 5:30pm and 6:00am shall be paid at double time rate.

Existing buildings: work performed after an 8 hour day, Saturday, Sunday or between 6:00pm and 5:00 am shall be paid time and one half.

Overtime
Double time the regular rate for work on the following holiday(s).

Paid Holidays
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Vacation
Employer contributes 8% of regular basic hourly rate as vacation pay for employees with more than 15 years of service, and 6% for employees with 5 to 15 years of service, and 4% for employees with less than 5 years of service.

(Local #1)

ELEVATOR REPAIR & MAINTENANCE

Elevator Service/Modernization Mechanic

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate per Hour: $65.54
Supplemental Benefit Rate per Hour: $42.28

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate per Hour: $68.06
Supplemental Benefit Rate per Hour: $43.38

Overtime Description
For Scheduled Service Work: Double time - work scheduled in advance by two or more workers performed on Sundays, Holidays, and between midnight and 5:00am.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.
Time and one half the regular rate for work on a holiday plus the day's pay.

Paid Holidays
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates
Afternoon shift - regularly hourly rate plus a (15%) fifteen percent differential. Graveyard shift - time and one half the regular rate.

Vacation
Employer contributes 8% of regular basic hourly rate as vacation pay for employees with more than 15 years of service, and 6% for employees with 5 to 15 years of service, and 4% for employees with less than 5 years of service.

(Local #1)

ENGINEER

Engineer - Heavy Construction Operating Engineer I

Cherrypickers 20 tons and over and Loaders (rubber tired and/or tractor type with a manufacturer's minimum rated capacity of six cubic yards and over).

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $78.33
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $125.33

Engineer - Heavy Construction Operating Engineer II

Backhoes, Basin Machines, Groover, Mechanical Sweepers, Bobcat, Boom Truck, Barrier Transport (Barrier Mover) & machines of similar nature. Operation of Churn Drills and machines of a similar nature, Stetco Silent Hoist and machines of similar nature, Vac-Alls, Meyers Machines, John Beam and machines of a similar nature, Ross Carriers and Travel Lifts and machines of a similar nature, Bulldozers, Scrapers and Turn-a-Pulls: Tugger Hoists (Used exclusively for handling excavated material); Tractors with attachments, Hyster and Roustabout Cranes, Cherrypickers. Austin Western, Grove and machines of a similar nature, Scoopmobiles, Monorails, Conveyors, Trenchers: Loaders-Rubber Tired and Tractor: Barber Greene and Eimco Loaders and Eimco Backhoes; Mighty Midget and similar breakers and Tampers, Curb and Gutter Pavers and Motor Patrol, Motor Graders and all machines of a similar nature. Locomotives 10 Tons or under. Mini-Max, Break-Tech and machines of a similar nature; Milling machines, robotic and demolition machines and machines of a similar nature, shot blaster, skid steer machines and machines of a similar nature including bobcat, pile rig rubber-tired excavator (37,000 lbs. and under), 2 person auger.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $75.84
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $121.34

Engineer - Heavy Construction Operating Engineer III

Minor Equipment such as Tractors, Post Hole Diggers, Ditch Witch (Walk Behind), Road Finishing Machines, Rollers five tons and under, Tugger Hoists, Dual Purpose Trucks, Fork Lifts, and Dempsey Dumpers, Fireperson.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $71.70
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $114.72

Engineer - Heavy Construction Maintenance Engineer I

Installing, Repairing, Maintaining, Dismantling of all equipment including Steel Cutting, Bending and Heat Sealing Machines, Mechanical Heaters, Grout Pumps, Bentonite Pumps & Plants, Screening Machines, Fusion Coupling Machines, Tunnel Boring Machines Moles and Machines of a similar nature, Power Packs, Mechanical Hydraulic Jacks; all drill rigs including but not limited to Churn, Rotary Caisson, Raised Bore & Drills of a similar nature; Personnel, Inspection & Safety Boats or any boats used to perform functions of same, Mine Hoists, Whirlies, all Climbing Cranes, all Tower Cranes, including but not limited to Truck Mounted and Crawler Type and machines of similar nature; Maintaining Hydraulic Drills and machines of a similar nature; Well Point System-

Installation and dismantling; Burning, Welding, all Pumps regardless of size and/or motor power, except River Cofferdam Pumps and Wells Point Pumps; Motorized Buggies (three or more); equipment used in the cleaning and televising of sewers, but not limited to jet-rodder/vacuum truck, vacall/vactor, closed circuit television inspection equipment; high powered water pumps, jet pumps; screed machines and concrete finishing machines of a similar nature; vermeers.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $75.45
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $120.72

Engineer - Heavy Construction Maintenance Engineer II

On Base Mounted Tower Cranes

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $100.74
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $161.18

Engineer - Heavy Construction Maintenance Engineer III

On Generators, Light Towers

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.02
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $76.83

Engineer - Heavy Construction Maintenance Engineer IV

On Pumps and Mixers including mud sucking

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $49.39
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $79.02

Engineer - Heavy Construction Service Engineer

Gradalls: Concrete Pumps: Power Houses: Driving Truck Cranes: Driving and Operating Fuel and Grease Trucks.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $67.50
Supplemental Benefit Rate per Hour: $50.01

Supplemental Note: $92.62 on overtime
Shift Wage Rate: $108.00

Engineer - Heavy Construction Service Mechanic

Shovels: Cranes: Draglines: Backhoes: Keystones: Pavers: Trenching Machines: Gunite Machines: Compressors (three (3) or more in Battery): Crawler Cranes- having a straight lattice boom with no attachment or luffing boom, no jib and no auxiliary attachment.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $45.09
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $72.14

Engineer - Steel Erection Maintenance Engineers

Derrick, Travelers, Tower, Crawler Tower and Climbing Cranes

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $72.71
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $116.34

Engineer - Steel Erection Oiler I

On a Truck Crane

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $67.75
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $108.40

Engineer - Steel Erection Oiler II

On a Crawler Crane

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.58
Supplemental Benefit Rate per Hour: $50.01
Supplemental Note: $92.62 on overtime
Shift Wage Rate: $76.13

Overtime Description

On jobs of more than one shift, if the next shift employee fails to report for work through any cause over which the employer has no control, the employee on duty who works the next shift continues to work at the single time rate.

Overtime

Double time the regular rate after an 8 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.
Double time the regular rate for work on the following holiday(s).

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Engineer - Building Work Maintenance Engineers I

Installing, repairing, maintaining, dismantling (of all equipment including: Steel Cutting and Bending Machines, Mechanical Heaters, Mine Hoists, Climbing Cranes, Tower Cranes, Linden Peine, Lorain, Liebherr, Mannes, or machines of a similar nature, Well Point Systems, Deep Well Pumps, Concrete Mixers with loading Device, Concrete Plants, Motor Generators when used for temporary power and lights), skid steer machines of a similar nature including bobcat.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $62.18
Supplemental Benefit Rate per Hour: $49.01
Supplemental Note: $90.80 on overtime

Engineer - Building Work Maintenance Engineers II

On Pumps, Generators, Mixers and Heaters

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.13
Supplemental Benefit Rate per Hour: $49.01
Supplemental Note: $90.80 on overtime

Engineer - Building Work Oilers I

All gasoline, electric, diesel or air operated Gradealls: Concrete Pumps, Overhead Cranes in Power Houses: Their duties shall be to assist the Engineer in oiling, greasing and repairing of all machines; Driving Truck

Cranes: Driving and Operating Fuel and Grease Trucks, Cherrypickers (hydraulic cranes) over 70,000 GVW, and machines of a similar nature.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $58.86
Supplemental Benefit Rate per Hour: $49.01
Supplemental Note: $90.80 on overtime

Engineer - Building Work Oilers II

Oilers on Crawler Cranes, Backhoes, Trenching Machines, Gunite Machines, Compressors (three or more in Battery).

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $42.39
Supplemental Benefit Rate per Hour: $49.01
Supplemental Note: $90.80 on overtime

Overtime Description
On jobs of more than one shift, if an Employee fails to report for work through any cause over which the Employer has no control, the Employee on duty will continue to work at the rate of single time.

Overtime
Double time the regular rate after an 8 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.
Double time the regular rate for work on the following holiday(s).

Paid Holidays
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

Shift Rates
When two (2) or more shifts are employed, single time will be paid for each shift.

(Local #15)

ENGINEER - CITY SURVEYOR AND CONSULTANT

Party Chief

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.32
Supplemental Benefit Rate per Hour: $29.32
Supplemental Note: Overtime Benefit Rate - $35.01 per hour (time & one half) $40.69 per hour (double time).

Instrument Person

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.60
Supplemental Benefit Rate per Hour: $29.32
Supplemental Note: Overtime Benefit Rate - $35.01 per hour (time & one half) $40.69 per hour (double time).

Rodperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $32.08
Supplemental Benefit Rate per Hour: $29.32
Supplemental Note: Overtime Benefit Rate - $35.01 per hour (time & one half) $40.69 per hour (double time).

Rodperson 1st Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $29.32
Supplemental Note: Overtime Benefit Rate - $35.01 per hour (time & one half) $40.69per hour (double time).

Overtime Description

Time and one half the regular rate after an 8 hour day, Time and one half the regular rate for Saturday for the first eight hours worked, Double time the regular time rate for Saturday for work performed in excess of eight hours, Double time the regular rate for Sunday and Double time the regular rate for work on a holiday.

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Employees must work at least one day in the payroll week in which the holiday occurs to receive the paid holiday

(Operating Engineer Local #15-D)

ENGINEER - FIELD (BUILDING CONSTRUCTION)

(Construction of Building Projects, Concrete Superstructures, etc.)

Field Engineer - BC Party Chief

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $70.53
Supplemental Benefit Rate per Hour: $44.03
Supplemental Note: Overtime Benefit Rate - $62.35 per hour (time & one half) $80.66 per hour (double time).

Field Engineer - BC Instrument Person

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.03
Supplemental Benefit Rate per Hour: $44.03
Supplemental Note: Overtime Benefit Rate - $62.35 per hour (time & one half) $80.66 per hour (double time).

Field Engineer - BC Rodperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.96
Supplemental Benefit Rate per Hour: $44.03
Supplemental Note: Overtime Benefit Rate - $62.35 per hour (time & one half) $80.66 per hour (double time).

Overtime Description

Time and one half the regular rate after a 7 hour work and time and one half the regular rate for Saturday for the first seven hours worked, Double time the regular time rate for Saturday for work performed in excess of seven hours, Double time the regular rate for Sunday and Double time the regular rate for work on a holiday.

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Employees must work at least one day in the payroll week in which the holiday occurs to receive the paid holiday

(Operating Engineer Local #15-D)

ENGINEER - FIELD (HEAVY CONSTRUCTION)

(Construction of Roads, Tunnels, Bridges, Sewers, Building Foundations, Engineering Structures etc.)

Field Engineer - HC Party Chief

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $79.60
Supplemental Benefit Rate per Hour: $49.02
Supplemental Note: Overtime benefit rate - $69.71 per hour (time & one half), $90.40 per hour (double time).

Field Engineer - HC Instrument Person

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $56.67
Supplemental Benefit Rate per Hour: $49.02
Supplemental Note: Overtime benefit rate - $69.71 per hour (time & one half), $90.40 per hour (double time).

Field Engineer - HC Rodperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.48
Supplemental Benefit Rate per Hour: $49.02
Supplemental Note: Overtime benefit rate - $69.71 per hour (time & one half), $90.40 per hour (double time).

Field Engineer - HC Rodperson 1st Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $49.02
Supplemental Note: Overtime benefit rate - $69.71 per hour (time & one half), $90.40 per hour (double time).

Overtime Description

Time and one half the regular rate after an 8 hour day, Time and one half the regular rate for Saturday for the first eight hours worked, Double time the regular time rate for Saturday for work performed in excess of eight hours, Double time the regular rate for Sunday and Double time the regular rate for work on a holiday.

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Employees must work at least one day in the payroll week in which the holiday occurs to receive the paid holiday

(Operating Engineer Local #15-D)

ENGINEER - FIELD (STEEL ERECTION)

Field Engineer - Steel Erection Party Chief

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $75.53
Supplemental Benefit Rate per Hour: $47.36
Supplemental Note: Overtime benefit rate - $67.22 per hour (time & one half), $87.07 per hour (double time).

Field Engineer - Steel Erection Instrument Person

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $54.68
Supplemental Benefit Rate per Hour: $47.36
Supplemental Note: Overtime benefit rate - $67.22 per hour (time & one half), $87.07 per hour (double time).

Field Engineer - Steel Erection Rodperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.80
Supplemental Benefit Rate per Hour: $47.36
Supplemental Note: Overtime benefit rate - $67.22 per hour (time & one half), $87.07 per hour (double time).

Field Engineer - Steel Erection Rodperson 1st Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $47.36

Supplemental Note: Overtime benefit rate - $67.22 per hour (time & one half), $87.07 per hour (double time).

Overtime Description

Time and one half the regular rate for Saturday for the first eight hours worked.
Double time the regular rate for Saturday for work performed in excess of eight hours.

Overtime

Time and one half the regular rate after an 8 hour day.
Double time the regular rate for Sunday.
Double time the regular rate for work on the following holiday(s).

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Employees must work at least one (1) day in the payroll week in which the holiday occurs to receive the paid holiday

(Operating Engineer Local #15-D)

ENGINEER - OPERATING

Operating Engineer - Road & Heavy Construction I

Back Filling Machines, Cranes, Mucking Machines and Dual Drum Paver.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $93.74
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $149.98

Operating Engineer - Road & Heavy Construction II

Backhoes, Power Shovels, Hydraulic Clam Shells, Steel Erection, Moles and machines of a similar nature.

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate per Hour: $97.06
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $155.30

Operating Engineer - Road & Heavy Construction III

Mine Hoists (Cranes, etc. when used as Mine Hoists)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $100.18
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $160.29

Operating Engineer - Road & Heavy Construction IV

Gradealls, Keystones, Cranes on land or water (with digging buckets), Bridge Cranes, Vermeer Cutter and machines of a similar nature, Trenching Machines.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $97.75
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $156.40

Operating Engineer - Road & Heavy Construction V

Pile Drivers & Rigs (working alongside Dock Builder foreperson): Derrick Boats, Tunnel Shovels.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $95.83
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $153.33

Operating Engineer - Road & Heavy Construction VI

Mixers (Concrete with loading attachment), Concrete Pavers, Cableways, Land Derricks, Power Houses (Low Air Pressure Units).

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $91.04
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $145.66

Operating Engineer - Road & Heavy Construction VII

Barrier Movers, Barrier Transport and Machines of a Similar Nature.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $73.56
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $117.70

Operating Engineer - Road & Heavy Construction VIII

Utility Compressors

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $57.14
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $71.98

Operating Engineer - Road & Heavy Construction IX

Horizontal Boring Rig

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $86.61
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $138.58

Operating Engineer - Road & Heavy Construction X

Elevators (manually operated as personnel hoist).

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $79.62
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $127.39

Operating Engineer - Road & Heavy Construction XI

Compressors (Portable 3 or more in battery), Driving of Truck Mounted Compressors, Well-point Pumps, Tugger Machines Well Point Pumps, Churn Drill.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.87
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Shift Wage Rate: $98.99

Operating Engineer - Road & Heavy Construction XII

All Drills and Machines of a similar nature.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $92.01
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $147.22

Operating Engineer - Road & Heavy Construction XIII

Concrete Pumps, Concrete Plant, Stone Crushers, Double Drum Hoist, Power Houses (other than above).

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $89.14
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $142.62

Operating Engineer - Road & Heavy Construction XIV

Concrete Mixer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $85.21
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $136.34

Operating Engineer - Road & Heavy Construction XV

Compressors (Portable Single or two in Battery, not over 100 feet apart), Pumps (River Cofferdam) and Welding Machines, Push Button Machines, All Engines Irrespective of Power (Power-Pac) used to drive auxiliary equipment, Air, Hydraulic, etc.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $57.52
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $92.03

Operating Engineer - Road & Heavy Construction XVI

Concrete Breaking Machines, Hoists (Single Drum), Load Masters, Locomotives (over ten tons) and Dinkies over ten tons, Hydraulic Crane-Second Engineer.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $81.38
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $130.21

Operating Engineer - Road & Heavy Construction XVII

On-Site concrete plant engineer, On-site Asphalt Plant Engineer, and Vibratory console.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $81.97
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $131.15

Operating Engineer - Road & Heavy Construction XVIII

Tower Crane

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $117.60
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $188.16

Operating Engineer - Paving I

Asphalt Spreaders, Autograde (C.M.I.), Roto/Mil

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $91.04
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $145.66

Operating Engineer - Paving II

Asphalt Roller

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $88.72
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $141.95

Operating Engineer - Paving III

Asphalt Plants

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $75.01
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $120.02

Operating Engineer - Concrete I

Cranes

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $97.32
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Concrete II

Compressors

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $57.96
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Concrete III

Micro-traps (Negative Air Machines), Vac-All Remediation System.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $77.80
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Steel Erection I

Three Drum Derricks

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $101.49
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $162.38

Operating Engineer - Steel Erection II

Cranes, 2 Drum Derricks, Hydraulic Cranes, Fork Lifts and Boom Trucks.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $97.52
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $156.03

Operating Engineer - Steel Erection III

Compressors, Welding Machines.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $55.28
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $88.45

Operating Engineer - Steel Erection IV

Compressors - Not Combined with Welding Machine. (Public Works Only)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $52.63
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
Shift Wage Rate: $84.21

Operating Engineer - Building Work I

Forklifts, Plaster (Platform machine), Plaster Bucket, Concrete Pump and all other equipment used for hoisting material.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $72.46
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work II

Compressors, Welding Machines (Cutting Concrete-Tank Work), Paint Spraying, Sandblasting, Pumps (with the exclusion of Concrete Pumps), All Engines irrespective of Power (Power-Pac) used to drive Auxiliary Equipment, Air, Hydraulic, Jacking System, etc.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $54.12
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work III

Double Drum

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $92.32
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work IV

Stone Derrick, Cranes, Hydraulic Cranes Boom Trucks.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $97.79
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work V

Dismantling and Erection of Cranes, Relief Engineer.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $80.56
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work VI

4 Pole Hoist, Single Drum Hoists.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $79.70
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours

Operating Engineer - Building Work VII

Rack & Pinion and House Cars

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $63.27
Supplemental Benefit Rate per Hour: $38.90
Supplemental Note: $71.50 overtime hours
For New House Car projects Wage Rate per Hour $50.39
For New House Car projects: Supplemental Benefit overtime hours: $71.50

Overtime Description

On jobs of more than one shift, if an Employee fails to report for work through any cause over which the Employer has no control, the Employee on duty will continue to work at the rate of single time.

For House Cars and Rack & Pinion only: Overtime paid at time and one-half for all hours in excess of eight hours in a day, Saturday, Sunday and Holidays worked.

Overtime

Double time the regular rate after an 8 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.
Double time the regular rate for work on the following holiday(s).

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates

When two (2) or more shifts are employed, single time will be paid for each shift.
For Steel Erection Only: Shifts may be worked at the single time rate at other than the regular working hours (8:00 A.M. to 4:30 P.M.) on the following work ONLY: Heavy construction jobs on work below the street level, over railroad tracks and on building jobs.

(Operating Engineer Local #14)

FLAGGER

Flagger to be paid at the rate of the journeyperson or apprentice in the trade performing the underlying work.

In accordance with the Comptroller's Prevailing Wage Memorandum Regarding Flag Persons dated June 1, 2024, this title includes traffic control duty only for City public works contracts and subcontracts solicited on or after July 1, 2024.

On City public works contracts and subcontracts solicited on or after July 1, 2024, traffic control worker to be paid at the rate of the journeyperson or apprentice in the trade performing the underlying work.

If the trade performing the underlying work does not regularly employ a flagger or traffic control worker, then one of the following titles must be used on such projects:
Laborer - Heavy & Highway
Laborer - Paver & Roadbuilder
Laborer - Paver & Roadbuilder Line Striping (Roadway)

FLOOR COVERER

(Interior vinyl composition tile, sheath vinyl linoleum and wood parquet tile including site preparation and synthetic turf not including site preparation)

Floor Coverer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $59.05
Supplemental Benefit Rate per Hour: $49.08

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Day after Thanksgiving

Day before Christmas
Christmas Day
Day before New Year's Day

Shift Rates

Two shifts may be utilized with the first shift working 8 a.m. to the end of the shift at straight time rate of pay. The wage rate for the second shift consisting of 7 hours shall be paid at 114.29% of straight time wage rate. The wage rate for the second shift consisting of 8 hours shall be paid 112.5% of the straight time wage rate. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, the rule for the second shift will apply.

(Carpenters District Council)

GLAZIER

(New Construction, Remodeling, and Alteration)

Glazier

Effective Period: 7/1/2025 - 10/31/2025
Wage Rate per Hour: $49.20
Supplemental Benefit Rate per Hour: $57.22

Effective Period: 11/1/2025 - 6/30/2026
Wage Rate per Hour: $49.45
Supplemental Benefit Rate per Hour: $58.62

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Labor Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays

None

(Local #1281)

GLAZIER - REPAIR & MAINTENANCE

(For the Installation of Glass - All repair and maintenance work on a particular building.)

Craft Jurisdiction for repair, maintenance and fabrication

Plate glass replacement, Storm windows and storm doors, Herculite door repairs, Door closer repairs, Glass tinting.

Effective Period: 7/1/2025 - 10/31/2025
Wage Rate per Hour: $27.69
Supplemental Benefit Rate per Hour: $28.43

Effective Period: 11/1/2025 - 6/30/2026
Wage Rate per Hour: $28.32
Supplemental Benefit Rate per Hour: $28.68

Overtime

Time and one half the regular rate after an 8 hour day.
Double time the regular rate for Sunday.
Time and one half the regular rate for work on the following holiday(s).
Time and one half the regular hourly rate after 40 straight time hours in any work week.

Paid Holidays

New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Employees must work at least one day in the payroll week in which the holiday occurs to receive the paid holiday

(Local #1281)

HAZARDOUS MATERIAL HANDLER

(Removal, abatement, encapsulation or decontamination of asbestos, lead, mold, or other toxic or hazardous waste/materials)

Handler

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $39.95
Supplemental Benefit Rate per Hour: $23.76

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Sunday.
Time and one half the regular hourly rate after 40 straight time hours in any work week.

Overtime Holidays

Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day
Easter

Paid Holidays

None

(Local #78 and Local #12A)

HEAT AND FROST INSULATOR

Heat & Frost Insulator

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $71.71
Supplemental Benefit Rate per Hour: $36.81

Overtime Description

Supplemental Benefit contributions are to be made at the applicable overtime rates.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Triple time the regular rate for work on the following holiday(s).
Labor Day

Paid Holidays

None

Shift Rates

The first shift shall work seven hours at the regular straight time rate. The second and third shift shall work seven hours the regular straight time hourly rate plus a fourteen percent wage and benefit premium. There must be a first shift to work the second shift, and a second shift to work the third shift. Off-hour jobs in occupied buildings may be worked on weekdays with an increment of one-dollar ($1.00) per hour and eight (8) hours pay for seven (7) hours worked.

(Local #12) (BCA)

HOUSE WRECKER
(TOTAL DEMOLITION)

House Wrecker - Tier A

On all work sites the first, second, eleventh and every third House Wrecker thereafter will be Tier A House Wreckers (i.e. 1st, 2nd, 11th, 14th etc). Other House Wreckers may be Tier B House Wreckers.

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate per Hour: $40.00
Supplemental Benefit Rate per Hour: $32.40

House Wrecker - Tier B

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.23
Supplemental Benefit Rate per Hour: $24.81

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

(Mason Tenders District Council)

IRON WORKER - ORNAMENTAL

Iron Worker - Ornamental

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.15
Supplemental Benefit Rate per Hour: $67.62
Supplemental Note: Supplemental benefits are to be paid at the applicable overtime rate when overtime is in effect.

Overtime Description
Monday through Friday- the first eight hours are paid at straight time, the 9th and 10th hours are paid at time and one-half the regular rate, all additional weekday overtime is paid at double the regular rate. Saturdays- the first eight hours are paid at time and one-half the regular rate, double time thereafter. Sunday-all shifts are paid at double time. Four Days a week at Ten (10) hours straight time is allowed.

Overtime
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
When two or three shifts are employed on a job, Monday through Friday, each shift will be paid eight (8) hours at the straight time rate for eight (8) hours of work; at time and one-half the regular straight time rate for the first two (2) hours of overtime worked beyond eight (8) hours; and at double time for all work thereafter. When it is not possible to conduct alteration or repair work during regular working hours in a building occupied by tenants, eight (8) hours will be paid at straight time rate for seven (7) hours of work, and all overtime shall be paid at time and one-half the regular straight time rates. On Saturday, Sundays and Holidays, time and one-half the regular straight time rate shall be paid for all work up to seven (7) hours and double time shall be paid for all work thereafter.

(Local #580)

IRON WORKER - STRUCTURAL

Iron Worker - Structural

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $58.95
Supplemental Benefit Rate per Hour: $92.02
Supplemental Note: Supplemental benefits are to be paid at the applicable overtime rate when overtime is in effect.

Overtime Description
Monday through Friday- the first eight hours are paid at straight time, the 9th and 10th hours are paid at time and one-half the regular rate, all additional weekday overtime is paid at double the regular rate. Saturdays- the first eight hours are paid at time and one-half the regular rate, double time thereafter. Sunday-all shifts are paid at double time. Four Days a week at Ten (10) hours straight time is allowed.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays

1/2 day on Christmas Eve if work is performed in the A.M.
1/2 day on New Year's Eve if work is performed in the A.M.

Shift Rates

Monday through Friday - First Shift: First eight hours are paid at straight time, the 9th & 10th hours are paid at time and a half, double time paid thereafter. Second and third Shifts: First eight hours are paid at time and one-half, double time thereafter. Saturdays: All shifts, first eight hours paid at time and one-half, double time thereafter: Sunday all shifts are paid at double time.

Four (4), ten (10) hour days may be worked at straight time during a week, Monday thru Thursday.

(Local #40 & #361)

LABORER – HEAVY & HIGHWAY

(Foundation, Concrete, Excavating, Street Pipe Layer and Common)

Laborer - Heavy & Highway

Excavation and foundation work for buildings, heavy construction, street pipe laying, engineering work, and hazardous waste removal in connection with the above work. Landscaping tasks in connection with heavy construction work, engineering work and building projects. Projects include, but are not limited to pollution plants, sewers, parks, subways, bridges, highways, etc. In accordance with the Comptroller's Prevailing Wage Memorandum Regarding Flag Persons dated June 1, 2024, for City public work contracts and subcontracts solicited on or after July 1, 2024 only, includes traffic control duty associated with such projects.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $45.60
Supplemental Benefit Rate per Hour: $55.73

Overtime Description
Paid Holidays: Labor Day, Thanksgiving Day
No Supplemental Benefits are paid for non-worked holidays.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Thanksgiving Day
Christmas Day

Shift Rates
When two shifts are employed, single time rate shall be paid for each shift. When three shifts are found necessary, each shift shall work seven and one half hours (7 ½), but shall be paid for eight (8) hours of labor, and be permitted one half hour for lunch.

(Local #731)

LABORER - PAVER & ROADBUILDER

Laborer - Paver & Roadbuilder

Paving and road construction work, regardless of material used, including but not limited to preparation of job sites, removal of old surfaces, asphalt and/or concrete, by whatever method, including but not limited to milling; laying of concrete; laying of asphalt for temporary, patchwork, and utility paving (but not production paving); site preparation and incidental work for installation of rubberized materials and similar surfaces; installation and repair of temporary construction fencing; slurry/seal coating, paving stones, maintenance of safety surfaces; play equipment installation, and other related work. In accordance with the Comptroller's Prevailing Wage Memorandum Regarding Flag Persons dated June 1, 2024, for City public work contracts and subcontracts solicited on or after July 1, 2024 only, includes traffic control duty associated with such projects.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.33
Supplemental Benefit Rate per Hour: $55.00
Supplemental Note: For time and one half overtime - $59.63 For double overtime - $64.25

Paver & Roadbuilder - Formsetter

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.20
Supplemental Benefit Rate per Hour: $55.00
Supplemental Note: For time and one half overtime - $59.63 For double overtime - $64.25

Production Paver & Roadbuilder - Shoveler

General laborer (except removal of surfaces - see Paver and Roadbuilder-Laborer) including but not limited to tamper, AC paint and liquid tar work.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.33
Supplemental Benefit Rate per Hour: $55.00
Supplemental Note: For time and one half overtime - $59.63 For double overtime - $64.25

Production Paver & Roadbuilder - Raker

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.20
Supplemental Benefit Rate per Hour: $55.00
Supplemental Note: For time and one half overtime - $59.63 For double overtime - $64.25

Production Paver & Roadbuilder - Screed Person

(Production paving is asphalt paving when using a paving machine or on a project where a paving machine is traditionally used)

Adjustment of paving machinery on production paving jobs.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.80
Supplemental Benefit Rate per Hour: $55.00
Supplemental Note: For time and one half overtime - $59.63 For double overtime - $64.25

Overtime Description

If an employee works New Year's Day or Christmas Day, they receive the single time rate plus 25%.

For Paid Holidays: Holiday pay for all holidays shall be prorated based two hours per day for each day worked in the holiday week, not to exceed 8 hours of holiday pay.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).

Memorial Day
Independence Day
Labor Day
Columbus Day
Thanksgiving Day

Paid Holidays

Memorial Day
Independence Day
Labor Day
Thanksgiving Day

Shift Rates

When two shifts are employed, the work period for each shift shall be a continuous eight (8) hours. When three shifts are employed, each shift will work seven and one half (7 ½) hours but will be paid for eight (8) hours at the straight time rate since only one half (1/2) hour is allowed for meal time.
When two or more shifts are employed, single time will be paid for each shift.

(Local #1010)

LABORER - PAVER & ROADBUILDER LINE STRIPING (ROADWAY)

(Road markings, applications of striping and surface coatings on Roadways, Bus lanes, Bike lanes & Pedestrian Plazas)

Striping - Machine Operator (Thermoplastic & Epoxy)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $42.00
Supplemental Benefit Rate per Hour: $21.17
Supplemental Note: For time and one half overtime - $22.87 For double overtime - $24.57

Lineperson - Crew Chief

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.00
Supplemental Benefit Rate per Hour: $21.17
Supplemental Note: For time and one half overtime - $22.87 For double overtime - $24.57

Laborer: Striping Assistant - Green Infrastructure - Traffic Control

In accordance with the Comptroller's Prevailing Wage Memorandum Regarding Flag Persons dated June 1, 2024, for City public work contracts and subcontracts solicited on or after July 1, 2024 only, includes traffic control duty associated with such projects.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $40.00
Supplemental Benefit Rate per Hour: $21.17
Supplemental Note: For time and one half overtime - $22.87 For double overtime - $24.57

Overtime Description

For Paid Holidays: Employees will only receive Holiday Pay for holidays not worked if said employee worked both the regularly scheduled workday before and after the holiday.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.
Time and one half the regular rate for work on the following holiday(s).

Paid Holidays

New Year's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Vacation

Vacation Employees with one to two years service shall accrue vacation based on hours worked: 250 hours worked - 1 day vacation; 500 hours worked - 2 days vacation; 750 hours worked - 3 days vacation; 900 hours worked - 4 days vacation; 1,000 hours worked - 5 days vacation. Employees with two to five years service receive two weeks vacation. Employees with five to twenty years service receive three weeks vacation. Employees with twenty to twenty-five years service receive four weeks vacation. Employees with 25 or more years service receive five weeks vacation.

(Local #1010)

LANDSCAPING

(Landscaping tasks, such as tree pruning, tree removing and spraying in connection with Green Infrastructure maintenance and the planting of street trees and trees in City parks, but not when such activities are performed as part of construction or reconstruction projects.)

Landscaper (Year 6 and above)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.94
Supplemental Benefit Rate per Hour: $18.55

Landscaper (Year 3 - 5)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.70
Supplemental Benefit Rate per Hour: $18.55

Landscaper (up to 3 years)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.60
Supplemental Benefit Rate per Hour: $18.55

Groundperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.60
Supplemental Benefit Rate per Hour: $18.55

Tree Remover / Pruner

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $45.17
Supplemental Benefit Rate per Hour: $18.55

Landscaper Sprayer (Pesticide Applicator)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $32.74
Supplemental Benefit Rate per Hour: $18.55

Watering - Plant Maintainer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.50
Supplemental Benefit Rate per Hour: $18.55

Overtime Description

For all overtime work performed, supplemental benefits shall include an additional seventy-five ($0.75) cents per hour.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Time and one half the regular rate for work on a holiday plus the day's pay.

Paid Holidays

New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Shift Rates

Work performed on a 4pm to 12am shift has a 15% differential. Work performed on a 12am to 8am shift has a 20% differential.

(Local #175)

MARBLE MECHANIC

Marble Setter

Effective Period: 7/1/2025 - 7/6/2025
Wage Rate per Hour: $59.21
Supplemental Benefit Rate per Hour: $44.46

Effective Period: 7/7/2025 - 6/30/2026
Wage Rate per Hour: $59.66
Supplemental Benefit Rate per Hour: $44.76

Marble Finisher

Effective Period: 7/1/2025 - 7/6/2025
Wage Rate per Hour: $45.67
Supplemental Benefit Rate per Hour: $41.36

Effective Period: 7/7/2025 - 6/30/2026
Wage Rate per Hour: $45.89
Supplemental Benefit Rate per Hour: $41.66

Marble Polisher

Effective Period: 7/1/2025 - 7/6/2025
Wage Rate per Hour: $44.68
Supplemental Benefit Rate per Hour: $34.31

Effective Period: 7/7/2025 - 6/30/2026
Wage Rate per Hour: $44.95
Supplemental Benefit Rate per Hour: $34.61

Marble Maintenance Finisher

Effective Period: 7/1/2025 - 7/6/2025
Wage Rate per Hour: $27.99
Supplemental Benefit Rate per Hour: $15.44

Effective Period: 7/7/2025 - 6/30/2026
Wage Rate per Hour: $28.15
Supplemental Benefit Rate per Hour: $15.69

Overtime Description
Supplemental Benefit contributions are to be made at the applicable overtime rates.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

(Local #7)

MASON TENDER
Building Laborer

Mason Tender

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $41.80
Supplemental Benefit Rate per Hour: $34.14

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
The employer may work two (2) shifts with the first shift at the straight time wage rate and the second shift receiving eight (8) hours paid for seven (7) hours work at the straight time wage rate. When it is not possible to conduct alteration work during regular working hours in a building occupied by tenants, the rule for the second shift will apply

(Local #79)

MASON TENDER (INTERIOR DEMOLITION WORKER)

Mason Tender Tier A

Tier A Interior Demolition Worker performs all burning, chopping, and other technically skilled tasks related to interior demolition work.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.40
Supplemental Benefit Rate per Hour: $26.89

Mason Tender Tier B

Tier B Interior Demolition Worker performs manual work and work incidental to demolition work, such as loading and carting of debris from the work site to an area where it can be loaded in to bins/trucks for removal.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.59
Supplemental Benefit Rate per Hour: $21.21

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

(Local #79)

METALLIC LATHER

Metallic Lather

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.50
Supplemental Benefit Rate per Hour: $56.46
Supplemental Note: For time and one half overtime - $68.21 For double overtime - $89.86

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Thanksgiving Day
Christmas Day

Paid Holidays
1/2 day on Christmas Eve if work is performed in the A.M.
1/2 day on New Year's Eve if work is performed in the A.M.

Shift Rates
Off-shift work outside of normal working hours shall receive straight time rate plus $12 per hour for the first eight (8) hours.

(Local #46)

MILLWRIGHT

Millwright

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $60.83
Supplemental Benefit Rate per Hour: $59.18

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day

Independence Day
Labor Day
Columbus Day
Presidential Election Day
Veteran's Day
Thanksgiving Day
Christmas Day

Paid Holidays

1/2 day on Christmas Eve if work is performed in the A.M.
1/2 day on New Year's Eve if work is performed in the A.M.

Shift Rates

Second and third shifts receives the straight time rate of pay plus fifteen (15%) percent allowing for one half hour for a meal. There must be a first shift to work a second and third shift. All additional hours worked shall be paid at the time and one-half rate of pay plus fifteen (15%) percent for weekday hours.

(Local #740)

MOSAIC MECHANIC

Mosaic Mechanic - Mosaic & Terrazzo Mechanic

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $54.77
Supplemental Benefit Rate per Hour: $48.42

Mosaic Mechanic - Mosaic & Terrazzo Finisher

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $53.17
Supplemental Benefit Rate per Hour: $48.42

Mosaic Mechanic - Machine Operator Grinder

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $53.17
Supplemental Benefit Rate per Hour: $48.42

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays

None

(Local #7)

PAINTER

Painter - Brush & Roller

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $44.75
Supplemental Benefit Rate per Hour: $44.13
Supplemental Note: $52.76 on overtime

Spray & Scaffold / Decorative / Sandblast

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.75
Supplemental Benefit Rate per Hour: $44.13
Supplemental Note: $52.76 on overtime

Overtime

Time and one half the regular rate after a 7 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day

Independence Day
Labor Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

(District Council of Painters #9)

PAINTER - BRIDGE & STRUCTURAL STEEL

Painters on Structural Steel

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $56.25
Supplemental Benefit Rate per Hour: $55.09

Painter - Power Tool

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $64.70
Supplemental Benefit Rate per Hour: $55.09
Overtime Wage Rate: $7.00 above the "Painters on Structural Steel" overtime rate.

Overtime Description
Supplemental Benefits shall be paid for each hour worked, up to forty (40) hours per week for the period of May 1st to November 15th or up to fifty (50) hours per week for the period of November 16th to April 30th.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
Second shift is paid at regular hourly wage rates plus a ten percent (10%) differential. There must be a first shift to work a second shift.

(Local #806)

PAINTER - METAL POLISHER

METAL POLISHER

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.00
Supplemental Benefit Rate per Hour: $12.84

METAL POLISHER - NEW CONSTRUCTION

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.95
Supplemental Benefit Rate per Hour: $12.84

METAL POLISHER - SCAFFOLD OVER 34 FEET

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.50
Supplemental Benefit Rate per Hour: $12.84

ASSISTANT METAL POLISHER

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.19
Supplemental Benefit Rate per Hour: $12.47

ASSISTANT METAL POLISHER - NEW CONSTRUCTION

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.94
Supplemental Benefit Rate per Hour: $12.47

ASSISTANT METAL POLISHER - SCAFFOLD OVER 34 FEET

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.69
Supplemental Benefit Rate per Hour: $12.47

Overtime Description
All work performed on Saturdays shall be paid at time-in-a half. The exception being; for suspended scaffold work and work deemed as a construction project; an eight (8) hour shift lost during the week due to circumstances beyond the control of the employer, up to a maximum of eight (8) hours per week, may be worked on Saturday at the straight time rate.

Holiday Pay
Double time the regular rate for work on the following Holiday plus the day's pay. Only employees who have completed one year of service, including any trial period shall be eligible for holiday pay.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Paid Holidays
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates
Four Days a week at Ten (10) hours straight a day.

Local 8A-28A

PAINTER - SIGN

Sign Painter

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $49.39
Supplemental Benefit Rate per Hour: $29.75

Assistant Sign Painter

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $41.98
Supplemental Benefit Rate per Hour: $29.04

Overtime Description

If any employee is required to work on any of the paid holidays then the employee shall receive double time rate of wages as well as the holiday pay for that day.

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Paid Holidays

New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
Personal Day

Vacation

At least 1 year of employment.....1 week
2 years or more of employment.....2 weeks
8 years or more of employment.....3 weeks

(Local #8A-28A)

PAPERHANGER

Paperhanger

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.02

Supplemental Benefit Rate per Hour: $45.56
Supplemental Note: Supplemental benefits are to be paid at the appropriate straight time and overtime rate.

Overtime
Time and one half the regular rate after a 7 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Time and one half the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
Evening shift - 4:30 P.M. to 12:00 Midnight (regular rate of pay); any work performed before 7:00 A.M. shall be at time and one half the regular base rate of pay.

(District Council of Painters #9)

PLASTERER

Plasterer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $52.99
Supplemental Benefit Rate per Hour: $26.10

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
When it is not possible to conduct work during regular working hours (between 6:30am and 4:30pm), a shift differential shall be paid at the regular hourly rate plus a twelve percent (12%) per hour differential. Workers on shift work shall be allowed a paid one-half hour meal break.

(Local #262)

PLASTERER - TENDER

Plasterer - Tender

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $41.80
Supplemental Benefit Rate per Hour: $34.14

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
When work commences outside regular work hours, workers receive an hour additional (differential) wage and supplement payment. Eight hours pay for seven hours work or nine hours pay for eight hours work.

(Mason Tenders District Council)

PLUMBER

Plumber

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $76.30
Supplemental Benefit Rate per Hour: $45.15
Supplemental Note: Double time shall be paid for supplemental benefits during overtime work.

Plumber - Temporary Services

Temporary Services - When there are no Plumbers on the job site, there may be three shifts designed to cover the entire twenty-four hour period, including weekends if necessary, at the following rate straight time.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.12
Supplemental Benefit Rate per Hour: $36.04
Supplemental Note: Double time shall be paid for supplemental benefits during overtime work.

Overtime Description
Where the plumbing contract price is one and one half million dollars ($1,500,000.00) or less, double time the regular rate after an 8 hour day.

Overtime
Double time the regular rate after a 7 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day

Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates

Shift work, when directly specified in public agency or authority contract documents, and continues for a period of not less than ten (10) consecutive work days. A shift shall consist of seven (7) hours with one-half (1/2) hour for lunch after the first four (4) hours of each shift. A premium of thirty percent (30%) for wages and supplemental benefits on shift work performed Monday through Friday on the 4 P.M. and midnight shifts. For shift work performed on weekends the shift premium shall be fifty percent (50%) of wages and supplemental benefits. For shift work performed on holidays designated below, double time wages and supplemental benefits shall be paid. Also noted that the normal workday Monday through Friday 8:00 A.M. to 3:30 P.M. is not considered shift work, and therefore not subject to shift premium.

(Plumbers Local #1)

PLUMBER (MECHNICAL EQUIPMENT AND SERVICE)

Mechanical Equipment and Service work is any repair and/or replacement of the present plumbing system that does not change existing roughing or water supply lines. Projects regardless of work type which have approved plans and specifications wherein the plumbing exceeds $725,000 are excluded.

Plumber

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.90
Supplemental Benefit Rate per Hour: $22.26

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Thanksgiving Day
Day after Thanksgiving

Christmas Day

Paid Holidays
None

(Plumbers Local # 1)

PLUMBER (RESIDENTIAL RATES FOR 1, 2 AND 3 FAMILY HOME CONSTRUCTION)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $53.02
Supplemental Benefit Rate per Hour: $32.33

Overtime
Double time the regular rate after an 8 hour day.
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
Shift work, when directly specified in public agency or authority contract documents, and continues for a period of not less than ten (10) consecutive work days. A shift shall consist of seven (7) hours with one-half (1/2) hour for lunch after the first four (4) hours of each shift. A premium of thirty percent (30%) for wages and supplemental benefits on shift work performed Monday through Friday on the 4 P.M. and midnight shifts. For shift work performed on weekends the shift premium shall be fifty percent (50%) of wages and supplemental benefits. For shift work performed on holidays designated below, double time wages and supplemental benefits shall be paid. Also noted that the normal workday Monday through Friday 8:00 A.M. to 3:30 P.M. is not considered shift work, and therefore not subject to shift premium.

(Plumbers Local #1)

PLUMBER: PUMP & TANK

Oil Trades (Installation and Maintenance)

Plumber - Pump & Tank

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $74.00
Supplemental Benefit Rate per Hour: $34.31

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays

Time and one half the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays

None

Shift Rates

All work outside the regular workday (8:00 A.M. to 4:30 P.M.) is to be paid at time and one half the regular hourly rate

(Plumbers Local #1)

POINTER, WATERPROOFER, CAULKER, SANDBLASTER, STEAMBLASTER
(Exterior Building Renovation)

Journeyperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $65.33
Supplemental Benefit Rate per Hour: $32.35

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays
Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
All work outside the regular work day (an eight hour workday between the hours of 6:00 A.M. and 4:00 P.M.) is to be paid at time and one half the regular rate. However, the employer may establish one (1) or two (2) shifts starting at or after 4:00 P.M. to be paid at the regular hourly rate plus a 10% differential. For projects bid and performed after July 1, 2023, the first shift shall be paid at the regular hourly rate plus a 5% differential.

(Bricklayer District Council)

ROOFER

Roofer

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.25
Supplemental Benefit Rate per Hour: $39.53

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays
Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

Shift Rates
Second shift - Regular hourly rate plus a 10% differential. Third shift - Regular hourly rate plus a 15% differential. There must be a first shift to work the second shift, and a second shift to work the third shift. All other work outside the regular work day (an eight hour workday between the hours of 5:00 A.M. and 4:00 P.M.) is to be paid at time and one half the regular rate.

(Local #8)

SHEET METAL WORKER

Sheet Metal Worker

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $54.60
Supplemental Benefit Rate per Hour: $60.18
Supplemental Note: Supplemental benefit contributions are to be made at the applicable overtime rates.

Sheet Metal Worker - Fan Maintenance

(The temporary operation of fans or blowers in new or existing buildings for heating and/or ventilation, and/or air conditioning prior to the completion of the project.)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $43.68
Supplemental Benefit Rate per Hour: $60.18

Sheet Metal Worker - Duct Cleaner

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $19.84
Supplemental Benefit Rate per Hour: $13.08

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
Work that can only be performed outside regular working hours (eight hours of work between 7:30 A.M. and 3:30 P.M.) - First shift (work between 3:30 P.M. and 11:30 P.M.) - 10% differential above the established hourly rate. Second shift (work between 11:30 P.M. and 7:30 A.M.) - 15% differential above the established hourly rate.

For Fan Maintenance: On all full shifts of fan maintenance work the straight time hourly rate of pay will be paid for each shift, including nights, Saturdays, Sundays, and holidays.

(Local #28)

SHEET METAL WORKER - SPECIALTY
(Decking & Siding)

Sheet Metal Specialty Worker

The first worker to perform this work must be paid at the rate of the Sheet Metal Worker. The second and third workers shall be paid the Specialty Worker Rate. The ratio of One Sheet Metal Worker, then Two Specialty Workers shall be utilized thereafter.

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.50
Supplemental Benefit Rate per Hour: $31.26
Supplemental Note: Supplemental benefit contributions are to be made at the applicable overtime rates.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

Paid Holidays
None

(Local #28)

SHIPYARD WORKER

Shipyard Mechanic - First Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $32.63
Supplemental Benefit Rate per Hour: $3.40

Shipyard Mechanic - Second Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.91
Supplemental Benefit Rate per Hour: $2.12

Shipyard Laborer - First Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.83
Supplemental Benefit Rate per Hour: $3.55

Shipyard Laborer - Second Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $19.02
Supplemental Benefit Rate per Hour: $2.68

Shipyard Dockhand - First Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.76
Supplemental Benefit Rate per Hour: $3.59

Shipyard Dockhand - Second Class

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $20.14
Supplemental Benefit Rate per Hour: $3.34

Overtime Description
Work performed on holiday is paid double time the regular hourly wage rate plus holiday pay.

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Time and one half the regular hourly rate after 40 straight time hours in any work week.

Paid Holidays
New Year's Day
Martin Luther King Jr. Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Thanksgiving Day

Day after Thanksgiving
Christmas Day

Based on Survey Data

SIGN ERECTOR
(Sheet Metal, Plastic, Electric, and Neon)

Sign Erector

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $58.00
Supplemental Benefit Rate per Hour: $63.44

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.
Time and one half the regular rate for work on the following holiday(s).

Paid Holidays
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates
Time and one half the regular hourly rate is to be paid for all hours worked outside the regular workday either (7:00 A.M. through 2:30 P.M.) or (8:00 A.M. through 3:30 P.M.)

(Local #137)

STEAMFITTER

Steamfitter

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.80
Supplemental Benefit Rate per Hour: $61.89
Supplemental Note: Overtime supplemental benefit rate: $123.04

Steamfitter -Temporary Services

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.97
Supplemental Benefit Rate per Hour: $50.22

Overtime Description
Double time after a 7 hour day except for Temporary Services.

Overtime
Double time the regular time rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
May be performed outside of the regular workday except Saturday, Sunday and Holidays. When shift work is performed the wage rate for regular time worked is a 15% percent premium on wage and 15% percent premium on supplemental benefits.

Local 638

STEAMFITTER - REFRIGERATION AND AIR CONDITIONER

(Maintenance and Installation Service Person)

Refrigeration and Air Conditioner Mechanic

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $46.10
Supplemental Benefit Rate per Hour: $21.96

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
Independence Day
Labor Day
Veteran's Day
Thanksgiving Day
Christmas Day

Double time and one half the regular rate for work on the following holiday(s).
Martin Luther King Jr. Day
President's Day
Memorial Day
Columbus Day

Paid Holidays

New Year's Day
Martin Luther King Jr. Day
President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

(Local #638-B)

STONE MASON - SETTER

Stone Mason - Setter

(Assisted by Derrickperson and Rigger)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $59.47
Supplemental Benefit Rate per Hour: $56.67

Overtime Description
Monday through Friday: Time and one quarter after seven hours worked. Time and one half after eight hours worked. Double time after 9 hours worked.
Saturday: Time and one half for the first nine hours worked. Double time after 9 hours worked.
Sunday and Holiday: double time for all hours worked.
Site Work: (paving and base course) paid at straight time for the first eight hours.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Christmas Day

Paid Holidays
1/2 day on Christmas Eve if work is performed in the A.M.

Shift Rates
For all hours worked outside 8:00 am to 3:30 pm shall be paid double time unless flex band hours and/or site work are in use.

(Bricklayers District Council)

TAPER

Drywall Taper

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $48.47
Supplemental Benefit Rate per Hour: $35.91

Overtime
Time and one half the regular rate after a 7 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Good Friday
Memorial Day
Independence Day
Columbus Day
Thanksgiving Day
Day before Christmas
Christmas Day
Day before New Year's Day

Paid Holidays
Labor Day

(Local #1974)

TELECOMMUNICATION WORKER
(Install/maintain/repair telecommunications cables carrying data, video, and/or voice except for installation on building construction/alteration/renovation projects.)

Telecommunication Worker

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $47.03
Supplemental Benefit Rate per Hour: $23.15
Supplemental Note: The above rate applies for Manhattan, Bronx, Brooklyn, Queens. $22.84 for Staten Island only.

Overtime
Time and one half the regular rate after an 8 hour day.

Time and one half the regular rate for Saturday.
Time and one half the regular rate for Sunday.

Overtime Holidays

Time and one half the regular rate for work on the following holiday(s).
New Year's Day
Lincoln's Birthday
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Christmas Day

Paid Holidays

New Year's Day
Lincoln's Birthday
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day
Election Day
Veteran's Day
Thanksgiving Day
Christmas Day
Employees have the option of observing either Martin Luther King's Birthday or the day after Thanksgiving instead of Lincoln's Birthday

Shift Rates

For any workday that starts before 8A.M. or ends after 6P.M. there is a 10% differential for the applicable worker's hourly rate.

Vacation

After 6 months.....one week.
After 12 months but less than 7 years.....two weeks.
After 7 or more but less than 15 years.....three weeks.
After 15 years or more but less than 25 years.....four weeks.

(C.W.A.)

TILE FINISHER

Tile Finisher

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $50.11
Supplemental Benefit Rate per Hour: $33.61

Overtime
Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays
Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Paid Holidays
None

Shift Rates
Off shift work day (work performed outside the regular 8:00 A.M. to 3:30 P.M. workday): shift differential of one and one quarter (1¼) times the regular straight time rate of pay for the seven hours of actual off-shift work.

(Local #7)

TILE LAYER - SETTER

Tile Layer - Setter

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $65.03
Supplemental Benefit Rate per Hour: $37.11

Overtime
Time and one half the regular rate after an 8 hour day.

Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
Martin Luther King Jr. Day
President's Day
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

Shift Rates

Off shift work day (work performed outside the regular 8:00 A.M. to 3:30 P.M. workday): shift differential of one and one quarter (1¼) times the regular straight time rate of pay for the seven hours of actual off-shift work.

(Local #7)

TIMBERPERSON

Timberperson

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $56.59
Supplemental Benefit Rate per Hour: $56.41

Overtime

Time and one half the regular rate after an 8 hour day.
Time and one half the regular rate for Saturday.
Double time the regular rate for Sunday.
Saturday may be used as a make-up day at straight time when a day is lost during that week to inclement weather.

Overtime Holidays

Double time the regular rate for work on the following holiday(s).
New Year's Day
President's Day
Memorial Day
Independence Day
Labor Day

Columbus Day
Presidential Election Day
Thanksgiving Day
Christmas Day

Paid Holidays

None

Shift Rates

Off shift work commencing between 5:00 P.M. and 11:00 P.M. shall work eight and one half hours allowing for one half hour for lunch. The wage rate shall be 113% of the straight time hourly wage rate. Benefits for off-shift work shall be paid at the straight time rate.

(Local #1556)

TUNNEL WORKER

Blasters, Mucking Machine Operators (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $75.14
Supplemental Benefit Rate per Hour: $66.51

Tunnel Workers (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $72.46
Supplemental Benefit Rate per Hour: $64.41

Top Nipper (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $71.24
Supplemental Benefit Rate per Hour: $63.14

Outside Lock Tender, Outside Gauge Tender,Muck Lock Tender (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $69.83
Supplemental Benefit Rate per Hour: $62.11

Bottom Bell & Top Bell Signal Person: Shaft Person (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $69.83
Supplemental Benefit Rate per Hour: $62.11

Changehouse Attendant: Powder Watchperson (Compressed Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $61.57
Supplemental Benefit Rate per Hour: $58.18

Blasters (Free Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $71.69
Supplemental Benefit Rate per Hour: $63.84

Tunnel Workers (Free Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $68.58
Supplemental Benefit Rate per Hour: $61.18

All Others (Free Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $63.40
Supplemental Benefit Rate per Hour: $56.62

Microtunneling (Free Air Rates)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $54.86
Supplemental Benefit Rate per Hour: $48.95

Overtime Description

For work performed during excavation and primary concrete tunnel lining phases - Double time the regular rate after an 8 hour day and Saturday, Sunday and on the following holiday(s) listed below.
For Repair-Maintenance Work on Existing Equipment and Facilities - Time and one half the regular rate after a 8 hour day, Saturday, Sunday and double time the regular rate for work on the following holiday(s) listed below.
For Small-Bore Micro Tunneling Machines - Time and one-half the regular rate shall be paid for all overtime.
For work not listed above - Time and one half the regular rate after an 8 hour day and Saturday and double time the regular rate on Sunday and on the following holiday(s) listed below.

Paid Holidays

New Year's Day
Martin Luther King Jr. Day

President's Day
Memorial Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day

(Local #147)

UTILITY LOCATOR

(Locate & mark underground utilities including gas for street excavation and utility line repairs)

Utility Locator (Year 7 and above)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.50
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 5 Second 6 months & Year 6)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.50
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 5 first 6 months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.80
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 4)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.54
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 3)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $28.28
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 2)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.02
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Year 1)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.76
Supplemental Benefit Rate per Hour: $1.43

Utility Locator (Up to 1 year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $18.50
Supplemental Benefit Rate per Hour: $1.43
Supplemental Note: No benefits for the first 90 days of employment.

Overtime

Time and one half the regular rate for work on the following holiday(s).
Time and one half the regular hourly rate after 40 straight time hours in any work week.

Paid Holidays

New Year's Day
Memorial Day
Independence Day
Thanksgiving Day
Christmas Day

Shift Rates

10% shift differential to employees working any shift starting between noon and 5 AM.

Vacation

For up to 1 year	0 hours
For year 1 - 2	48 hours per year
For year 3 - 9	96 hours per year
For year 10 or more	144 hours per year

Sick Days:
For up to 1 year employee receives 40 hours paid sick leave.
For year 1 employee earns 2 hours of paid sick leave for every 100 overtime hours worked.
For year 2 - 9 years employee earns 4 hours of paid sick leave for every 100 overtime hours worked.
For year 10 or more employee earns 6 hours of paid sick leave for every 100 overtime hours worked.

WELDER

WELDER AND FIREWATCH TO BE PAID AT THE RATE OF THE JOURNEYPERSON OR REGISTERED APPRENTICE IN THE TRADE PERFORMING THE WORK.

OFFICE OF THE COMPTROLLER

CITY OF NEW YORK

CONSTRUCTION APPRENTICE PREVAILING WAGE SCHEDULE

Pursuant to Labor Law § 220 (3-e), only apprentices who are individually registered in a bona fide program to which the employer contractor is a participant and registered with the New York State Department of Labor, may be paid at the apprentice rates in this schedule. Apprentices who are not so registered must be paid as journey persons in accordance with the trade classification of the work they actually performed.

Apprentice ratios are established to ensure the proper safety, training and supervision of apprentices. A ratio establishes the number of journey workers required for each apprentice in a program and on a job site. Ratios are interpreted as follows: in the case of a 1:1, 1:4 ratio, there must be one journey worker for the first apprentice, and four additional journey workers for each subsequent apprentice.

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BOILERMAKER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Boilermaker (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $35.27

Boilermaker (Second Year: 1st Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 70% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $37.34

Boilermaker (Second Year: 2nd Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $39.44

Boilermaker (Third Year: 1st Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 80% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $41.50

Boilermaker (Third Year: 2nd Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 85% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $43.59

Boilermaker (Fourth Year: 1st Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 90% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $45.68

Boilermaker (Fourth Year: 2nd Six Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 95% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $47.76

(Local #5)

BRICKLAYER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Bricklayer (First 650 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 40% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

Bricklayer (Second 650 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

Bricklayer (Third 650 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 60% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

Bricklayer (Fourth 650 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 70% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

Bricklayer (Fifth 650 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 80% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

Bricklayer (Last 750 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 90% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.65

(Bricklayer District Council)

CARPENTER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Carpenter (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour For Building Apprentice: $24.20
Supplemental Benefit Rate Per Hour For Building Apprentice: $18.45

Wage Rate Per Hour For Heavy Apprentice: $27.98
Supplemental Benefit Rate Per Hour For Heavy Apprentice: $38.89

Carpenter (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour For Building Apprentice: $27.20
Supplemental Benefit Rate Per Hour For Building Apprentice: $19.95

Wage Rate Per Hour For Heavy Apprentice: $33.58
Supplemental Benefit Rate Per Hour For Heavy Apprentice: $38.89

Carpenter (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour For Building Apprentice: $31.45
Supplemental Benefit Rate Per Hour For Building Apprentice: $23.55

Wage Rate Per Hour For Heavy Apprentice: $41.96
Supplemental Benefit Rate Per Hour For Heavy Apprentice: $38.89

Carpenter (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour For Building Apprentice: $39.33
Supplemental Benefit Rate Per Hour For Building Apprentice: $25.55

Wage Rate Per Hour For Heavy Apprentice: $50.35
Supplemental Benefit Rate Per Hour For Heavy Apprentice: $38.89

(Carpenters District Council)

CARPENTER - HIGH RISE CONCRETE FORMS

(Ratio of Apprentice to Journeyperson: 1 to 1, 2 to 5)

Carpenter - High Rise (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $18.27
Supplemental Benefit Rate per Hour: $17.55

Carpenter - High Rise (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $24.70
Supplemental Benefit Rate per Hour: $17.68

Carpenter - High Rise (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.28
Supplemental Benefit Rate per Hour: $17.81

Carpenter - High Rise (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.90
Supplemental Benefit Rate per Hour: $17.96

(Carpenters District Council)

CEMENT AND CONCRETE WORKER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Cement & Concrete Worker (First 1333 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 53% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $17.97

Cement & Concrete Worker (Second 1333 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 69% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $23.41

Cement & Concrete Worker (Last 1334 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 85% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $24.85

(Cement Concrete Workers District Council)

CEMENT MASON

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Cement Mason (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $23.77
Supplemental Benefit Rate per Hour: $14.86

Cement Mason (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $28.74
Supplemental Benefit Rate per Hour: $15.16

Cement Mason (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.27
Supplemental Benefit Rate per Hour: $15.27

(Local #780)

DERRICKPERSON & RIGGER (STONE)

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Derrickperson & Rigger (stone) - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: 50% of Journeyperson's rate

Derrickperson & Rigger (stone) - Second Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 70% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: 75% of Journeyperson's rate

Derrickperson & Rigger (stone) - Second Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 80% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: 75% of Journeyperson's rate

Derrickperson & Rigger (stone) - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 90% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: 75% of Journeyperson's rate

(Local #197)

DOCKBUILDER/PILE DRIVER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 6)

Dockbuilder/Pile Driver (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $27.98
Supplemental Benefit Rate Per Hour: $38.89

Dockbuilder/Pile Driver (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $33.58
Supplemental Benefit Rate Per Hour: $38.89

Dockbuilder/Pile Driver (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $41.96
Supplemental Benefit Rate Per Hour: $38.89

Dockbuilder/Pile Driver (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $50.35
Supplemental Benefit Rate Per Hour: $38.89

(Carpenters District Council)

ELECTRICIAN
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Electrician 1st year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $18.50
Supplemental Benefit Rate per Hour: $18.94
Overtime Supplemental Rate Per Hour: $20.17

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $19.25
Supplemental Benefit Rate per Hour: $19.84
Overtime Supplemental Rate Per Hour: $21.11

Electrician 2nd Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $20.50
Supplemental Benefit Rate per Hour: $19.99
Overtime Supplemental Rate Per Hour: $21.35

Effective Period: 4/16/2026 - 6/30/2026

Wage Rate per Hour: $21.25
Supplemental Benefit Rate per Hour: $20.88
Overtime Supplemental Rate Per Hour: $22.29

Electrician 3rd Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $22.50
Supplemental Benefit Rate per Hour: $21.04
Overtime Supplemental Rate Per Hour: $22.53

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $23.25
Supplemental Benefit Rate per Hour: $21.93
Overtime Supplemental Rate Per Hour: $23.48

Electrician 4th Year

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $25.50
Supplemental Benefit Rate per Hour: $22.61
Overtime Supplemental Rate Per Hour: $24.30

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $26.25
Supplemental Benefit Rate per Hour: $23.50
Overtime Supplemental Rate Per Hour: $25.25

Electrician 5th Term (0-12 Months)

MIJ 1

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $26.29
Overtime Supplemental Rate Per Hour: $28.02

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $26.79
Overtime Supplemental Rate Per Hour: $28.52

Electrician 5th Term (13-18 Months)

MIJ 2

Effective Period: 7/1/2025 - 4/15/2026
Wage Rate per Hour: $33.50

Supplemental Benefit Rate per Hour: $29.51
Overtime Supplemental Rate Per Hour: $31.63

Effective Period: 4/16/2026 - 6/30/2026
Wage Rate per Hour: $33.50
Supplemental Benefit Rate per Hour: $30.01
Overtime Supplemental Rate Per Hour: $32.13

Overtime Description

Overtime Wage paid at time and one half the regular rate

(Local #3)

ELEVATOR CONSTRUCTOR

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 2)

Elevator (Constructor) - First Year

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Rate Per Hour: $35.48

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Rate Per Hour: $36.18

Elevator (Constructor) - Second Year

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Rate Per Hour: $36.16

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Rate Per Hour: $36.90

Elevator (Constructor) - Third Year

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Rate Per Hour: $37.53

Effective Period: 3/17/2026 - 6/30/2026

Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Rate Per Hour: $38.35

Elevator (Constructor) - Fourth Year

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Rate Per Hour: $38.90

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Rate Per Hour: $39.80

(Local #1)

ELEVATOR REPAIR & MAINTENANCE

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 2)

Elevator Service/Modernization Mechanic (First Year)

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Benefit Per Hour: $35.45

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Benefit Per Hour: $36.15

Elevator Service/Modernization Mechanic (Second Year)

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Benefit Per Hour: $36.13

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Benefit Per Hour: $36.87

Elevator Service/Modernization Mechanic (Third Year)

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Benefit Per Hour: $37.50

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Benefit Per Hour: $38.32

Elevator Service/Modernization Mechanic (Fourth Year)

Effective Period: 7/1/2025 - 3/16/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Benefit Per Hour: $38.86

Effective Period: 3/17/2026 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Benefit Per Hour: $39.76

(Local #1)

ENGINEER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 5)

Engineer - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $28.68
Supplemental Benefit Rate per Hour: $35.26

Engineer - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.85
Supplemental Benefit Rate per Hour: $35.26

Engineer - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $39.44
Supplemental Benefit Rate per Hour: $35.26

Engineer - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $43.02
Supplemental Benefit Rate per Hour: $35.26

(Local #15)

ENGINEER - OPERATING

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 5)

Operating Engineer - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 40% of Operating Engineer - Road & Heavy Construction V's Rate
Supplemental Benefit Per Hour: $28.40

Operating Engineer - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Operating Engineer - Road & Heavy Construction V's Rate
Supplemental Benefit Per Hour: $28.40

Operating Engineer - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 60% of Operating Engineer - Road & Heavy Construction V's Rate
Supplemental Benefit Per Hour: $28.40

(Local #14)

FLOOR COVERER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Floor Coverer (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.54
Supplemental Benefit Rate per Hour: $18.04

Floor Coverer (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.60
Supplemental Benefit Rate per Hour: $19.69

Floor Coverer (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.05
Supplemental Benefit Rate per Hour: $23.49

Floor Coverer (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $42.40
Supplemental Benefit Rate per Hour: $25.49

(Carpenters District Council)

GLAZIER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Glazier (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 40% of Journeyperson's rate

Glazier (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 50% of Journeyperson's rate

Glazier (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 60% of Journeyperson's rate

Glazier (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026

Wage and Supplemental Rate Per Hour: 80% of Journeyperson's rate

(Local #1281)

HAZARDOUS MATERIAL HANDLER
(Ratio of Apprentice Journeyperson: 1 to 1, 1 to 3)

Handler (First 1000 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $20.76
Supplemental Benefit Rate per Hour: $17.04

Handler (Second 1000 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.76
Supplemental Benefit Rate per Hour: $17.04

Handler (Third 1000 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $24.76
Supplemental Benefit Rate per Hour: $17.04

Handler (Fourth 1000 Hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.76
Supplemental Benefit Rate per Hour: $17.04

(Local #78)

HEAT & FROST INSULATOR
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Heat & Frost Insulator (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 45% of Journeyperson's rate

Heat & Frost Insulator (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 55% of Journeyperson's rate

Heat & Frost Insulator (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 65% of Journeyperson's rate

Heat & Frost Insulator (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 75% of Journeyperson's rate

(Local #12)

HOUSE WRECKER
(TOTAL DEMOLITION)
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

House Wrecker - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.75
Supplemental Benefit Rate per Hour: $12.12

House Wrecker - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $23.50
Supplemental Benefit Rate per Hour: $12.12

House Wrecker - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $12.12

House Wrecker - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $12.12

(Mason Tenders District Council)

IRON WORKER - ORNAMENTAL

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Iron Worker (Ornamental) - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.98
Supplemental Benefit Rate per Hour: $15.99

Iron Worker (Ornamental) - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $28.45
Supplemental Benefit Rate per Hour: $17.99

Iron Worker (Ornamental) - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.80
Supplemental Benefit Rate per Hour: $18.99

Iron Worker (Ornamental) - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $34.39
Supplemental Benefit Rate per Hour: $20.99

(Local #580)

IRON WORKER - STRUCTURAL

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 6)

Iron Worker (Structural) - 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.61
Supplemental Benefit Rate per Hour: $63.80

Iron Worker (Structural) - 7- 18 Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.21
Supplemental Benefit Rate per Hour: $63.80

Iron Worker (Structural) - 19 - 36 months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.82
Supplemental Benefit Rate per Hour: $63.80

(Local #40 and #361)

LABORER - HEAVY & HIGHWAY

(Ratio Apprentice to Journeyperson: 1 to 1, 1 to 3)

Laborer - Heavy & Highway - First 1000 hours

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Rate Per Hour: $55.73

Laborer - Heavy & Highway - Second 1000 hours

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate Per Hour: 60% of Journeyperson's rate
Supplemental Rate Per Hour: 55.73

Laborer - Heavy & Highway - Third 1000 hours

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Rate Per Hour: 55.73

Laborer - Heavy & Highway - Fourth 1000 hours

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 90% of Journeyperson's rate
Supplemental Rate Per Hour: $55.73

(Local #731)

LABORER - PAVER & ROADBUILDER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Paver and Roadbuilder - First Year (Minimum 1000 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $32.21
Supplemental Benefit Rate per Hour: $27.82

Paver and Roadbuilder - Second Year (Minimum 1000 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $33.85
Supplemental Benefit Rate per Hour: $27.82

(Local#1010)

LABORER - PAVER AND ROADBUILDER - LINE STRIPING (ROADWAY)

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Paver and Roadbuilder - Line Striping (Roadway) - First Year (Minimum 1000 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.36
Supplemental Benefit Rate per Hour: $19.27

Paver and Roadbuilder - Line Striping (Roadway) - Second Year (Minimum 1000 hours)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $33.00
Supplemental Benefit Rate per Hour: $19.27

(Local #1010)

MARBLE MECHANICS

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Cutters & Setters - 0-3000 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 40% of Journeyperson's rate

NO BENEFITS PAID DURING THE FIRST TWO MONTHS (PROBATIONARY PERIOD)

Cutters & Setters - 3001-3750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 60% of Journeyperson's rate

Cutters & Setters - 3751-4500 Hours

Effective Period: 7/1/2025 - 6/30/2026

Wage and Supplemental Rate Per Hour: 65% of Journeyperson's rate

Cutters & Setters - 4501-5250 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 70% of Journeyperson's rate

Cutters & Setters - 5251-6000 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 75% of Journeyperson's rate

Cutters & Setters - 6001-7500 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 85% of Journeyperson's rate

Polishers & Finishers - First 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 50% of Journeyperson's rate

NO BENEFITS PAID DURING THE FIRST TWO MONTHS (PROBATIONARY PERIOD)

Polishers & Finishers - Second 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 55% of Journeyperson's rate

Polishers & Finishers - Third 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 65% of Journeyperson's rate

Polishers & Finishers - Fourth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 75% of Journeyperson's rate

Polishers & Finishers Last 700 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 85% of Journeyperson's rate

(Local #7)

MASON TENDER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Mason Tender - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.75
Supplemental Benefit Rate per Hour: $11.62

Mason Tender - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $23.50
Supplemental Benefit Rate per Hour: $11.62

Mason Tender - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $11.62

Mason Tender - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $11.62

(Local #79)

MASON TENDER (INTERIOR DEMOLITION WORKER)
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Mason Tender (Interior Demolition) - First Year

Effective Period: 7/1/2025 - 6/30/2026

Wage Rate per Hour: **$21.75**
Supplemental Benefit Rate per Hour: **$11.27**

Mason Tender (Interior Demolition) - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: **$23.50**
Supplemental Benefit Rate per Hour: **$11.27**

Mason Tender (Interior Demolition) - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: **$25.00**
Supplemental Benefit Rate per Hour: **$11.27**

Mason Tender (Interior Demolition) - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: **$27.50**
Supplemental Benefit Rate per Hour: **$11.27**

(Local #79)

METALLIC LATHER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Metallic Lather (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: **$22.55**
Supplemental Benefit Rate per Hour: **$17.87**

Metallic Lather (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: **$25.00**
Supplemental Benefit Rate per Hour: **$17.92**

Metallic Lather (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $28.00
Supplemental Benefit Rate per Hour: $16.92

Metallic Lather (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.00
Supplemental Benefit Rate per Hour: $16.92

(Local #46)

MILLWRIGHT
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Millwright (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $32.74
Supplemental Benefit Rate per Hour: $38.29

Millwright (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.39
Supplemental Benefit Rate per Hour: $41.99

Millwright (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $44.04
Supplemental Benefit Rate per Hour: $46.34

Millwright (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $55.34
Supplemental Benefit Rate per Hour: $53.10

(Local #740)

PAINTER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Painter - Brush & Roller - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $17.90
Supplemental Benefit Rate per Hour: $19.64

Painter - Brush & Roller - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.38
Supplemental Benefit Rate per Hour: $25.19

Painter - Brush & Roller - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.85
Supplemental Benefit Rate per Hour: $29.72

Painter - Brush & Roller - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.80
Supplemental Benefit Rate per Hour: $38.54

(District Council of Painters)

PAINTER - BRIDGE & STRUCTURAL STEEL

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Painter - Bridge & Structural Steel (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 40% of Journeyperson's rate

Painter - Bridge & Structural Steel (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 60% of Journeyperson's rate

Painter - Bridge & Structural Steel (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 80% of Journeyperson's rate

(Local #806)

PAINTER - METAL POLISHER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Metal Polisher (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $20.17
Supplemental Benefit Rate per Hour: $8.91
New Construction - Wage Rate Per Hour: $20.56
Scaffold Over 34 Feet - Wage Rate Per Hour: $22.67

Metal Polisher (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.18
Supplemental Benefit Rate per Hour: $8.91
New Construction - Wage Rate Per Hour: $22.62
Scaffold Over 34 Feet - Wage Rate Per Hour: $24.68

Metal Polisher (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $24.20
Supplemental Benefit Rate per Hour: $8.91
New Construction - Wage Rate Per Hour: $24.74
Scaffold Over 34 Feet - Wage Rate Per Hour: $26.70

(Local 8A-28)

PLASTERER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)
(Each Term is 800 Hours.)

Plasterer - First Term

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Rate Per Hour: $17.48

Plasterer - Second Term

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 60% of Journeyperson's rate
Supplemental Rate Per Hour: $18.63

Plasterer - Third Term

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 70% of Journeyperson's rate
Supplemental Rate Per Hour: $20.93

Plasterer - Fourth Term

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Rate Per Hour: $22.10

(Local #262)

PLASTERER - TENDER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Plasterer Tender - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.75
Supplemental Benefit Rate per Hour: $11.62

Plasterer Tender - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $23.50
Supplemental Benefit Rate per Hour: $11.62

Plasterer Tender - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $25.00
Supplemental Benefit Rate per Hour: $11.62

Plasterer Tender - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $27.50
Supplemental Benefit Rate per Hour: $11.62

(Local #79)

PLUMBER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Plumber - First Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $19.00
Supplemental Benefit Rate per Hour: $5.43

Plumber - First Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $21.00
Supplemental Benefit Rate per Hour: $6.43

Plumber - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $30.90
Supplemental Benefit Rate per Hour: $23.81

Plumber - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $33.00
Supplemental Benefit Rate per Hour: $23.81

Plumber - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $35.85
Supplemental Benefit Rate per Hour: $23.81

Plumber - Fifth Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.25
Supplemental Benefit Rate per Hour: $23.81

Plumber - Fifth Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $49.32
Supplemental Benefit Rate per Hour: $23.81

(Plumbers Local #1)

POINTER, WATERPROOFER, CAULKER, SANDBLASTER, STEAMBLASTER

(Exterior Building Renovation)
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Pointer, Waterproofer, Caulker, Sandblaster, Steamblaster - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $33.58
Supplemental Benefit Rate per Hour: $15.65

Pointer, Waterproofer, Caulker, Sandblaster, Steamblaster - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.04
Supplemental Benefit Rate per Hour: $21.00

Pointer, Waterproofer, Caulker, Sandblaster, Steamblaster - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $44.19
Supplemental Benefit Rate per Hour: $24.75

Pointer, Waterproofer, Caulker, Sandblaster, Steamblaster - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $53.10
Supplemental Benefit Rate per Hour: $25.75

(Bricklayer District Council)

ROOFER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 2)

Roofer - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 38% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $7.86

Roofer - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 45% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $18.16

Roofer - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $20.10

Roofer - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 60% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $23.98

Roofer - Fifth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Benefit Rate Per Hour: $29.82

(Local #8)

SHEET METAL WORKER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Sheet Metal Worker (0-6 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $18.97
Supplemental Benefit Rate per Hour: $8.09

Sheet Metal Worker (7-18 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $18.97
Supplemental Benefit Rate per Hour: $22.10

Sheet Metal Worker (19-30 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $24.45
Supplemental Benefit Rate per Hour: $29.88

Sheet Metal Worker (31-36 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.95
Supplemental Benefit Rate per Hour: $35.37

Sheet Metal Worker (37-42 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.95
Supplemental Benefit Rate per Hour: $35.37

Sheet Metal Worker (43-48 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.19
Supplemental Benefit Rate per Hour: $43.64

Sheet Metal Worker (49-54 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.19
Supplemental Benefit Rate per Hour: $43.64

Sheet Metal Worker (55-60 Months)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $43.66
Supplemental Benefit Rate per Hour: $49.16

(Local #28)

SIGN ERECTOR
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Sign Erector - First Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 35% of Journeyperson's rate
Supplemental Rate Per Hour: $17.84

Sign Erector - First Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 40% of Journeyperson's rate
Supplemental Rate Per Hour: $20.25

Sign Erector - Second Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 45% of Journeyperson's rate
Supplemental Rate Per Hour: $22.66

Sign Erector - Second Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 50% of Journeyperson's rate
Supplemental Rate Per Hour: $25.09

Sign Erector - Third Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 55% of Journeyperson's rate
Supplemental Rate Per Hour: $33.83

Sign Erector - Third Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 60% of Journeyperson's rate
Supplemental Rate Per Hour: $36.81

Sign Erector - Fourth Year: 1st Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 65% of Journeyperson's rate
Supplemental Rate Per Hour: $40.63

Sign Erector - Fourth Year: 2nd Six Months

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 70% of Journeyperson's rate
Supplemental Rate Per Hour: $43.70

Sign Erector - Fifth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 75% of Journeyperson's rate
Supplemental Rate Per Hour: $46.76

Sign Erector - Sixth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: 80% of Journeyperson's rate
Supplemental Rate Per Hour: $49.80

(Local #137)

STEAMFITTER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Steamfitter - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate and Supplemental Per Hour: 40% of Journeyperson's rate

Steamfitter - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate and Supplemental Rate Per Hour: 50% of Journeyperson's rate.

Steamfitter - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate and Supplemental Rate per Hour: 60% of Journeyperson's rate.

Steamfitter - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate and Supplemental Rate Per Hour: 70% of Journeyperson's rate.

Steamfitter - Fifth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate and Supplemental Rate Per Hour: 80% of Journeyperson's rate.

(Local #638)

STEAMFITTER - REFRIGERATION & AIR CONDITIONER

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 3)

Refrigeration & Air Conditioner (First Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.31
Supplemental Benefit Rate per Hour: $14.47

Refrigeration & Air Conditioner (Second Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $26.94
Supplemental Benefit Rate per Hour: $15.91

Refrigeration & Air Conditioner (Third Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $31.38
Supplemental Benefit Rate per Hour: $17.41

Refrigeration & Air Conditioner (Fourth Year)

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $37.90
Supplemental Benefit Rate per Hour: $19.44

(Local #638-B)

STONE MASON - SETTER

(Ratio Apprentice of Journeyperson: 1 to 1, 1 to 2)

Stone Mason - Setters - First 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 40% of Journeyperson's rate

Stone Mason - Setters - Second 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 50% of Journeyperson's rate

Stone Mason - Setters - Third 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 60% of Journeyperson's rate

Stone Mason - Setters - Fourth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 70% of Journeyperson's rate

Stone Mason - Setters - Fifth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 80% of Journeyperson's rate

Stone Mason - Setters - Sixth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 90% of Journeyperson's rate

(Bricklayers District Council)

TAPER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Drywall Taper - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $22.51
Supplemental Benefit Rate per Hour: $14.65

Drywall Taper - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $24.24
Supplemental Benefit Rate per Hour: $25.28

Drywall Taper - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $29.08
Supplemental Benefit Rate per Hour: $27.41

Drywall Taper - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate per Hour: $38.78
Supplemental Benefit Rate per Hour: $31.66

(Local #1974)

TILE LAYER - SETTER
(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 4)

Tile Layer - Setter - First 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour:35% of Journeyperson's rate

Tile Layer - Setter - Second 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour 40% of Journeyperson's rate

Tile Layer - Setter - Third 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 50% of Journeyperson's rate

Tile Layer - Setter - Fourth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 55% of Journeyperson's rate

Tile Layer - Setter - Fifth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 60% of Journeyperson's rate

Tile Layer - Setter - Sixth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 65% of Journeyperson's rate

Tile Layer - Setter - Seventh 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 70% of Journeyperson's rate

Tile Layer - Setter - Eighth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 75% of Journeyperson's rate

Tile Layer - Setter - Ninth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour:80% of Journeyperson's rate

Tile Layer - Setter - Tenth 750 Hours

Effective Period: 7/1/2025 - 6/30/2026
Wage and Supplemental Rate Per Hour: 90% of Journeyperson's rate

(Local #7)

TIMBERPERSON

(Ratio of Apprentice to Journeyperson: 1 to 1, 1 to 6)

Timberperson - First Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $25.96
Supplemental Rate Per Hour: $38.69

Timberperson - Second Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $31.07
Supplemental Rate Per Hour: $38.69

Timberperson - Third Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $38.72
Supplemental Rate Per Hour: $38.69

Timberperson - Fourth Year

Effective Period: 7/1/2025 - 6/30/2026
Wage Rate Per Hour: $46.38
Supplemental Rate Per Hour: $38.69

(Local #1536)

THE CITY OF NEW YORK
OFFICE OF THE COMPTROLLER
BUREAU OF LABOR LAW
1 CENTRE STREET
NEW YORK, NY 10007

BRAD LANDER
COMPTROLLER

COMPTROLLER'S PREVAILING WAGE MEMORANDUM REGARDING FLAG PERSONS

June 1, 2024

This memorandum supersedes and replaces the Comptroller's Prevailing Wage Memoranda dated May 21, 1998 and related clarification dated March 13, 2001 concerning Flag Persons. This memorandum sets forth the superseding determination of the New York City Comptroller concerning the applicability of Article 8, Section 220 of the New York Labor Law (the "Labor Law") to individuals who perform traffic control duty or "flagger" tasks in connection with public works construction projects within the jurisdiction of the City of New York. The guidance set forth herein is effective July 1, 2024 and applies only to public works contracts and subcontracts solicited on or after such date.

For purposes of this memorandum, "traffic control duty" means tasks necessary or appropriate to alleviate congestion by directing the flow of pedestrian and/or vehicular traffic away from the vicinity of the construction site using a sign or flag. Workers performing traffic control duty in connection with a public works construction project, whether or not such workers are on, adjacent to, or in close proximity to the construction site, are performing the work of a construction "laborer," as directing traffic away from the job site serves to protect the public and safeguard the work crew. Such workers are thus subject to the prevailing wage requirements of Article 8, Section 220 of the Labor Law as "laborers, workmen, or mechanics." Accordingly, the Prevailing Rate of Wages and Supplements applies to such individuals.

Additionally, workers who perform "flagger" tasks relating to the protection of the public and/or work crew, including but not limited to erecting traffic cones, setting up construction site barriers, and directing the movement of trucks or construction equipment in, on, and off the site, also are subject to the requirements of Article 8, Section 220 of the Labor Law and the Prevailing Rate of Wages and Supplements.

This position is consistent with the New York State Department of Labor's position under Article 8 of the New York Labor Law and the U.S. Department of Labor's position under the Davis-Bacon Act and will promote and streamline compliance with prevailing wage requirements on the various public works construction projects within New York City.

If the trade performing the underlying work performs its own flagging or traffic control, e.g., bridge painters, the flagger or traffic control worker shall receive the same wages as the underlying trade. In the absence of an underlying trade, the flagger or traffic control worker shall receive the wages as set forth in the "Flagger" section of the New York City Comptroller's Construction Worker Prevailing Wage Schedule.

Contractors, agencies, and members of the public are encouraged to contact the Bureau of Labor Law to seek clarification regarding specific instances to ensure compliance with prevailing wage regulations and this memorandum.

Leonard A. Mancusi
SENIOR ASSISTANT COMPTROLLER

THE CITY OF NEW YORK
OFFICE OF THE COMPTROLLER
1 CENTRE STREET ROOM 1120
NEW YORK, N.Y. 10007-2341

TELEPHONE: (212) 669-3622
FAX NUMBER: (212) 669-8499

ALAN G. HEVESI
COMPTROLLER

MEMORANDUM

November 6, 2000

To *Agency Chief Contracting Officers*

From: *Leonard A. Mancusi*

Re: *Security at Construction Sites*

Prior to the enactment of Administrative Code §6-109, security guards on construction sites were not subject to prevailing wages. Security guards under the New York State labor law are covered under §230 which provides that prevailing wages are to be paid for security guards in existing buildings. §6-109 of the Administrative Code which was enacted in 1996 closed this loophole by including all security guards working pursuant to a city contract as a prevailing wage trade.

Although some construction contract boilerplate language has been amended to include §6-109, sub-contractors performing security services have advised us that they were not aware of this provision and, since traditionally, security guards were not a covered trade on construction sites, and they were not advised by a prime contractor that they would have to pay prevailing wages, they have not been doing so.

To avoid the possibility of issuing stop payments against prime contractors for the failure of their security service sub-contractors to pay

prevailing wages, we suggest that you write to all your existing security guard sub-contractors and their primes and in the future, upon approval of a security guard sub-contractor, advise the contractors of their obligation to pay prevailing wages under §6-109 of the Administrative Code.

As always, your cooperation is appreciated.

LAM:er
ACCO.SECURITY AT SITES

Department of Design and Construction

DIVISION OF INFRASTRUCTURE
BUREAU OF DESIGN

VOLUME 2 OF 3

PROJECT ID: HWCB26KR

REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION

Together With All Work Incidental Thereto
BOROUGH OF BROOKLYN, AND STATEN ISLAND
CITY OF NEW YORK

_____
Contractor

_____

Dated_____, **20**___

_____

APPROVED AS TO FORM
CERTIFIED AS TO LEGAL AUTHORITY

_____
Acting Corporation Counsel

_____

Dated_____, **20**___

_____

Department of Design and Construction

THE CITY OF NEW YORK

DEPARTMENT OF DESIGN AND CONSTRUCTION

DIVISION OF INFRASTRUCTURE

30-30 THOMSON AVENUE
LONG ISLAND CITY, NY, 11101
TEL: 718.391.1000
WEB: www.nyc.gov/ddc

TO BE FILLED IN BY THE BIDDER:

BIDDER'S NAME:

_____

_____

BID SECURITY (CIRCLE ONE):

BID BOND / CERTIFIED CHECK

NUMBER OF ADDENDUMS RECEIVED AND ATTACHED TO BID:

_____ADDENDUMS

***DDC CLIENT AGENCY*:**

THE DEPARTMENT OF TRANSPORTATION

PREPARED BY:

IN HOUSE

DATE PREPARED:

10/15/2025

VOLUME 3 OF 3

FOR FURNISHING ALL LABOR AND MATERIALS NECESSARY AND REQUIRED FOR:

PROJECT ID: HWCB26KR

SCHEDULE A SPECIFICATIONS AND REVISIONS TO STANDARD SPECIFICATIONS

REPLACEMENT OF CONCRETE, STEEL FACED AND GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION

TOGETHER WITH ALL WORK INCIDENTAL THERETO

BOROUGH OF BROOKLYN, AND STATEN ISLAND

CITY OF NEW YORK

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE

ADDENDA CONTROL SHEET

BID SUBMISSION DATE/ TIME: December 22, 2025, between 8:30am and 11:00am
BID OPENING DATE/ TIME: December 22, 2025, 11:30am

PROJECT No. : **HWCB26KR**

TITLE: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ADDENDA ISSUED	NO. OF DWG	DATE	APPROVED BY:	
			SPECS UNIT	GENERAL COUNSEL
#1 Revised Bid Date		12/03/2025		

THE CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE

12/03/2025

ADDENDUM No. # 1

FOR FURNISHING ALL LABOR AND MATERIAL NECESSARY AND REQUIRED FOR:

85026B0024-HWCB26KR

REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND IN BROOKLYN AND STATEN ISLAND

This addendum is issued for the purpose of amending the requirements of the Bid and Contract Documents and is hereby made a part of said Bid and Contract Documents to the same extent as though it were originally included therein.

The bidder is advised that the items listed below apply to the project:

1. **The Bid Opening for the contract described above scheduled for December 17, 2025 at 11:30 am is rescheduled to December 22, 2025 at 11:30 am.**

2. **Bidders Questions and Responses to Questions:**

   No Attachment A is included with this Addendum.

3. **Revisions to Documents:**

   No Attachment B is included with this Addendum.

4. **Revisions to PASSPort forms:**

   See Attachment C included with this Addendum.

Transferring Data Between Rounds of an RFX: A new document titled “Transferring Data Between Rounds of an RFX” has been added to the Documents section of the View RFx tab. Please refer to this document when an addendum has been issued. Note: Whenever an addendum is issued, the RFX item grid will be cleared. You can import the work you have already done by following the steps on this document.

DDC strongly advises vendors to finalize and submit bids 48 hours prior to due date and time. The City is not responsible for technical issues (e.g. internet connection, power outages, technology malfunction, computer errors, etc.) related to bid submissions.

If additional information is required, please contact the Department of Design and Construction, Contract Section via PASSPort (in the Discussions with Buyer section).

_____
Richard Jones, PE CWI
Executive Director, Executive-Engineering Services

DDC PROJECT #: **HWCB26KR**

PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT A - BIDDERS QUESTIONS AND DDC RESPONSES

None

DDC PROJECT #: **HWCB26KR**

PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT B – REVISIONS TO THE DOCUMENTS

None

DDC PROJECT #: **HWCB26KR**
PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT C – REVISIONS TO PASSPORT FORMS

This Addendum is included within Round 1 of the procurement.

Please note that numbering of addenda is independent of rounds.

Bid Opening Date Changes:

1. **The Bid Opening for the contract described above scheduled for December 17, 2025 at 11:30 am is rescheduled to December 22, 2025 at 11:30 am.**

Questionnaire Changes:

Item Grid Changes:

None

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE

ADDENDA CONTROL SHEET

BID SUBMISSION DATE/ TIME: December 22, 2025, between 8:30am and 11:00am
BID OPENING DATE/ TIME: December 22, 2025, 11:30am

PROJECT No. : **HWCB26KR**

TITLE: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ADDENDA ISSUED	NO. OF DWG	DATE	APPROVED BY: SPECS UNIT	APPROVED BY: GENERAL COUNSEL
#1 Revised Bid Date		12/03/2025		
#2 Revision to Documents		12/11/2025		

THE CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION
DIVISION OF INFRASTRUCTURE

12/11/2025

ADDENDUM No. # 2

FOR FURNISHING ALL LABOR AND MATERIAL NECESSARY AND REQUIRED FOR:

85026B0024-HWCB26KR

REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND IN BROOKLYN AND STATEN ISLAND

This addendum is issued for the purpose of amending the requirements of the Bid and Contract Documents and is hereby made a part of said Bid and Contract Documents to the same extent as though it were originally included therein.

The bidder is advised that the items listed below apply to the project:

1. **Bidders Questions and Responses to Questions:**

   No Attachment A is included with this Addendum.

2. **Revisions to Documents:**

   See Attachment B is included with this Addendum.

3. **Revisions to PASSPort forms:**

   No Attachment C included with this Addendum.

Transferring Data Between Rounds of an RFX: A new document titled “Transferring Data Between Rounds of an RFX” has been added to the Documents section of the View RFx tab. Please refer to this document when an addendum has been issued. Note: Whenever an addendum is issued, the RFX item grid will be cleared. You can import the work you have already done by following the steps on this document.

DDC strongly advises vendors to finalize and submit bids 48 hours prior to due date and time. The City is not responsible for technical issues (e.g. internet connection, power outages, technology malfunction, computer errors, etc.) related to bid submissions.

If additional information is required, please contact the Department of Design and Construction, Contract Section via PASSPort (in the Discussions with Buyer section).

_____
Richard Jones, PE CWI
Executive Director, Executive-Engineering Services

DDC PROJECT #: **HWCB26KR**

PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT A - BIDDERS QUESTIONS AND DDC RESPONSES

None

DDC PROJECT #: **HWCB26KR**

PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT B – REVISIONS TO THE DOCUMENTS

1) **VOL 2 OF 3:** RIDER TO NEW YORK CITY STANDARD CONSTRUCTION CONTRACT (MARCH 2017) REGARDING CERTIFIED PAYROLLS added in HWCB26KR VOL 2 OF 3 Addendum 2 (Page 51/304).

DDC PROJECT #: **HWCB26KR**
PROJECT NAME: **REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION IN BROOKLYN AND STATEN ISLAND**

ATTACHMENT C – REVISIONS TO PASSPORT FORMS

This Addendum initiates Round 3 of the procurement.

Please note that numbering of addenda is independent of rounds.

Questionnaire Changes:

None

Item Grid Changes:

None

VOLUME 3 OF 3

TABLE OF CONTENTS

SECTION	DESCRIPTION
SPECIFICATIONS AND STANDARDS OF NEW YORK CITY	
SCHEDULE A	GENERAL CONDITIONS TO CONSTRUCTION CONTRACT
R - PAGES	REVISIONS TO STANDARD SPECIFICATIONS
I- PAGES	NEW SECTIONS
S- PAGES	SPECIAL PROVISIONS
SW - PAGES	SEWER AND WATER MAIN SPECIFICATIONS

(NO TEXT ON THIS PAGE)

SPECIFICATIONS AND STANDARDS OF NEW YORK CITY

The following specifications and standards are incorporated into the Contract Documents by reference as though fully set forth herein.

1. Standard Specifications and Drawings for New York City Department of Transportation (NYCDOT) are available:
   Online at: http://www1.nyc.gov/site/ddc/resources/publications.page
   a. NYC DOT Standard Highway Specifications
   b. NYC DOT Standard Details of Construction
   Online at: https://www1.nyc.gov/html/dot/html/about/dotlibrary.shtml#spec
   c. NYC DOT Division of Street Lighting Standard Drawings
   Online at: https://www1.nyc.gov/html/dot/downloads/pdf/nycdot-street-lighting-standard-drawings.pdf
   d. NYC DOT Standard Specifications for Traffic Signals
   e. NYC DOT Standard Drawings for Traffic Signals
   For purchase between 9:00 A.M. and 3:00 P.M. Bid Window, at 55 Water St., Ground Floor, NYC, N.Y. 10041. Tel. (212) 839-9435.
   f. NYC DOT Division of Street Lighting Specifications

2. The 2010 Americans with Disabilities Act (ADA) Standards; available online at: https://www.ada.gov/regs2010/2010ADAStandards/2010ADAstandards.htm

3. The 2013 Public Rights-of-Way Accessibility Guidelines (PROWAG); available online at: https://www.access-board.gov/files/prowag/PROW-SUP-SNPRM-2013.pdf

4. Standard Specifications and Drawings for New York City Department of Environmental Protection (NYCDEP) are available online at: http://www1.nyc.gov/site/ddc/resources/publications.page
   a. NYC DEP Standard Sewer and Water Main Specifications, August 8, 2022
   b. NYC DEP Instructions to Architect/Engineers Specifications for Concrete, January 1992
   c. NYC DEP General Specification 11-Concrete, November 1991
   d. NYC DEP Sewer Design Standards, September 2025
   e. NYC DEP Water Main Standard Drawings, September 19, 2024
   f. Specifications for Trunk Main Work, July 2014
   g. Standard Green Infrastructure Specifications August 1, 2024

5. Standard Design and Guidelines for Green Infrastructure Practices, latest version, available only online at: https://www1.nyc.gov/assets/dep/downloads/pdf/water/stormwater/green-infrastructure/green-infrastructure-standard-designs.pdf

6. Standard Specifications and Drawings for New York City Fire Department Communications facilities of New York City are available online at https://www1.nyc.gov/assets/fdny/downloads/pdf/about/fdny-plant-operations-standard-drawings-specifications.pdf or for pick up from the FDNY Facilities Management Bureau, Plant Operations Engineering, 316 Sgt. Beers Avenue Cluster 1 Box 16, Fort Totten, N.Y. 11359. Contact: Mr. Ed Durkin, Tel. (718) 281-3933

7. Tree Planting Standards of the City of New York Parks & Recreation are available at the following Department of Parks & Recreation website: http://www.nycgovparks.org/pagefiles/53/Tree-Planting-Standards.pdf

8. Standards and Specifications for Utility Joint Bid work are available online at http://www1.nyc.gov/site/ddc/resources/publications.page
   a. CET SPECIFICATIONS AND SKETCHES, dated November 2010
   b. JOINT-BIDDING SPECIFICATIONS AND SKETCHES FOR MANHATTAN, Issued August 1, 2005

SCHEDULE A

(GENERAL CONDITIONS TO CONSTRUCTION CONTRACT (INCLUDING GENERAL CONDITIONS RELATED TO ARTICLE 22 – INSURANCE)

PART I. REQUIRED INFORMATION

INFORMATION FOR BIDDERS SECTION 26 BID SECURITY The **Contractor** shall obtain a bid security in the amount indicated to the right.	Required provided the TOTAL BID PRICE set forth on the Bid Form is $1,000,000. or more. Certified Check: 2% of Bid Amount or Bond: 10% of Bid Amount
INFORMATION FOR BIDDERS SECTION 26 PERFORMANCE AND PAYMENT BONDS The **Contractor** shall obtain performance and payment bonds in the amount indicated to the right.	Required for contracts in the amount of $1,500,000 or more. Performance Security and Payment Security shall each be in an amount equal to 100% of the Contract Price
INFORMATION FOR BIDDERS DEPARTMENT OF DESIGN AND CONSTRUCTION SAFETY REQUIREMENTS The **Contractor** shall provide the safety personnel as indicated to the right.	■ Project Safety Representative ☐ Dedicated, full-time Project Safety Manager
CONTRACT ARTICLE 14 DATE FOR SUBSTANTIAL COMPLETION The **Contractor** shall substantially complete the **Work** in the number of calendar days indicated to the right.	See Page SA-4 and as stated in the Work Orders
CONTRACT ARTICLE 15 LIQUIDATED DAMAGES If the **Contractor** fails to substantially complete the **Work** within the time fixed for substantial completion plus authorized time extensions or if the **Contractor**, in the sole determination of the **Commissioner**, has abandoned the **Work**, the **Contractor** shall pay to the **City** the amount indicated to the right.	$3250.00 for each consecutive calendar day over Substantial Completion Time as set forth for each Work Order (See Special Provisions, Section B - HIGHWAY PROJECT SPECIFIC PROVISIONS, paragraph 6 (C) in S-PAGES)
CONTRACT ARTICLE 17. SUB-CONTRACTOR The **Contractor** shall not make subcontracts totaling an amount more than the percentage of the total **Contract** price indicated to the right.	Not to exceed 49% of the **Contract** price

CONTRACT ARTICLE 21. **RETAINAGE** The **Commissioner** shall deduct and retain until the substantial completion of the **Work** the percent value of the **Work** indicated to the right.	5 % of the value of the **Work**
CONTRACT ARTICLE 22. **(Per Directions Below)**	See pages SA-5 through SA-12
CONTRACT ARTICLE 24. **DEPOSIT GUARANTEE** As security for the faithful performance of its obligations, the **Contractor**, upon filing its requisition for payment on **Substantial Completion**, shall deposit with the **Commissioner** a sum equal to the percentage of the **Contract** price indicated to the right.	1% of **Contract** price
CONTRACT ARTICLE 24. **PERIOD OF GUARANTEE** Periods of maintenance and guarantee other than the period set forth in Article 24.1 are indicated to the right.	Eighteen (18) Months, excluding Trees and Plants Twenty-four (24) Months for Trees and Plants
CONTRACT ARTICLE 75. **COMPENSATION TO BE PAID TO CONTRACTOR** The **City** shall pay and the **Contractor** shall accept in full consideration for the performance of the **Contract**, subject to additions and deductions as provided herein**,** the total sum **shown in the column to the right,** being the amount at which the **Contract** was awarded to the **Contractor** at a public letting thereof, based upon the **Contractor's** bid for the **Contract.**	Amount for which the **Contract** was Awarded: _____ _____ Dollars ($_____)
CONTRACT ARTICLE 79. **PARTICIPATION BY MINORITY-OWNED AND WOMEN-OWNED BUSINESS ENTERPRISES IN CITY PROCUREMENT**	See M/WBE Utilization Plan in the PASSPort Procurement M/WBE Considerations Section.

STANDARD HIGHWAY SPECIFICATIONS SECTION 6.40 LIQUIDATED DAMAGES FOR ENGINEER'S FIELD OFFICE If the Contractor fails to satisfactorily provide the field office and all equipment specified in **Section 6.40 - Engineer's Field Office**, and/or if a cited deficiency exceed seventy two (72) hours after notice from the Engineer in writing, or is permitted to recur, liquidated damages will be assessed in the amount specified herein for each subsequent calendar day or part thereof that a cited deficiency resulting in nonpayment, as described in **Section 6.40.5**, is not corrected.	$ 800.00 for each calendar day of deficiency
STANDARD HIGHWAY SPECIFICATIONS SECTION 6.70 LIQUIDATED DAMAGES FOR MAINTENANCE AND PROTECTION OF TRAFFIC	$ 400.00 for each instance of failure to comply with the Maintenance and Protection of Traffic requirements within three (3) hours after written notice from the Engineer. $ 800.00 for each and every hour of failing to open the entire width of roadway to traffic the morning following a night/weekend work operation.
STANDARD HIGHWAY SPECIFICATIONS SECTION 7.13 LIQUIDATED DAMAGES FOR MAINTENANCE OF SITE If the Contractor fails to comply, within three (3) consecutive hours after written notice from the Engineer, with the requirements of **Section 7.13 - Maintenance of Site**, the Contractor shall pay to the City of New York, until such notice has been complied with or rescinded, the sum specified above per calendar day, for each instance of such failure, as liquidated damages and not as a penalty, for such default.	$ 650.00 for each calendar day, for each occurrence
VOLUME 3 OF 3, S – PAGES, PART (B) HIGHWAY PROJECT SPECIFIC PROVISIONS Page S-13, ARTICLE(C) EXECUTION OF WORK ORDERS LIQUIDATED DAMAGES FOR EXECUTION OF WORK ORDERS If the Contractor fails to mobilize and begin work within the mobilization period specified in the Work Order issued and/or complete the work within the time frame for completion specified in the Work Order, liquidated damages will be assessed in the amount(s) specified herein each subsequent calendar day.	$ 650.00 for each calendar day of failure to mobilize and begin work after the mobilization period specified in the Work Order and/or complete the work within the time frame for completion specified in the Work Order.

Date for Substantial Completion (Reference: Article 14)

The Contractor shall substantially complete the Work within the Final Contract Duration determined in accordance with the terms and conditions set forth herein.

The Base Contract Duration for this project is _____365_____consecutive calendar days ("ccds").

The Final Contract Duration shall be the Base Contract Duration when a check mark is indicated before the word "NO", below, and shall be the Base Contract Duration adjusted by the table set forth below when a check mark is indicated before the word "YES", below.

_____ YES ____√____ NO

When the Final Contract Duration is indicated above to be adjusted by the table below, the table may increase the Base Contract Duration depending on the date of scheduled substantial completion to avoid a scheduled substantial completion of the Work during the winter months. The date of scheduled substantial completion shall be determined by adding the Base Contract Duration to the date specified to commence work in the written Notice to Proceed. The Final Contract Duration shall then be determined as follows:

(a) Find the row that corresponds to the month of substantial completion based on the Base Contract Duration added to the date specified to commence work in the written Notice to Proceed.

(b) Find the number of days to be added to the Base Contract Duration in the table below. Add that number of days to the Base Contract Duration to obtain the Final Contract Duration in consecutive calendar days.

Month of Substantial Completion based on the Base Contract Duration	Number of Days of adjustment
January	150
February	120
March	90
April	60
May	30
June	0
July	0
August	0
September	0
October	0
November –December 15	0
December 16 – December 31	180

In addition, should Item No. 9.30, "Storm Water Pollution Prevention," exist in the Contract and the Commissioner determines that the required Storm Water Pollution Prevention Plan (SWPPP) does not conform to NYSDEC's recommended Standards, an additional 60 ccd will be added to the above Final Contract Duration, at the sole discretion of the Commissioner.

(GENERAL CONDITIONS RELATING TO ARTICLE 22 – INSURANCE)

PART II. TYPES OF INSURANCE, MINIMUM LIMITS AND SPECIAL CONDITIONS

Note: All certificate(s) of insurance submitted pursuant to Contract Article 22.3. 3 must be accompanied by a Certification by Broker consistent with Part III below and include the following information:

- **For each insurance policy, the name and NAIC number of issuing company, number of policy, and effective dates;**
- **Policy limits consistent with the requirements listed below;**
- **Additional insureds or loss payees consistent with the requirements listed below; and**
- **The number assigned to the Contract by the City (in the "Description of Operations" field).**

Insurance indicated by a blackened box (■) or by X in a □ to left will be required under this contract

Types of Insurance (per Article 22 in its entirety, including listed paragraph)	Minimum Limits and Special Conditions
■ Commercial General Liability Art. 22.1.1	The minimum limits shall be $ 3,000,000 per occurrence and $ 6,000,000 per project aggregate applicable to this **Contract.** Additional Insureds: 1. City of New York, including its officials and employees, with coverage at least as broad as ISO Form CG 20 10 and CG 20 37, 2. All person(s) or organization(s), if any, that Article 22.1.1(b) of the **Contract** requires to be named as Additional Insured(s), with coverage at least as broad as ISO Form CG 20 26. The Additional Insured endorsement shall either specify the entity's name, if known, or the entity's title (e.g., Project Manager),

■ Workers' Compensation Art. 22.1.2 ■ Disability Benefits Insurance Art. 22.1.2 ■ Employers' Liability Art. 22.1.2 ☐ Jones Act Art. 22.1.3 ☐ U.S. Longshoremen's and Harbor Workers Compensation Act Art. 22.1.3	Workers' Compensation, Employers' Liability, and Disability Benefits Insurance: Statutory per New York State law without regard to jurisdiction. **Note:** The following forms are acceptable: (1) New York State Workers' Compensation Board Form No. C-105.2, (2) State Insurance Fund Form No. U-26.3, (3) New York State Workers' Compensation Board Form No. DB-120.1 and (4) Request for WC/DB Exemption Form No. CE-200. The City will not accept an ACORD form as proof of Workers' Compensation or Disability Insurance. Jones Act and U.S. Longshoremen's and Harbor Workers' Compensation Act: Statutory per U.S. Law. ☐ Additional Requirements: (1) NYCTA "OUTSIDE CONTRACT" INSURANCE REQUIREMENTS: Workers' Compensation Insurance (including Employer's Liability Insurance) with limits of not less than $2,000,000, which limit may be met by a combination of primary and excess insurance meeting the statutory limits of New York State. (2) Two (2) certificates of such insurance shall be furnished to the Director, Risk Management, MTA Risk and Insurance Management Standards, Enforcement and Claims Unit, 2 Broadway, 21st Floor, New York, NY 10004.
☐ Builders' Risk Art. 22.1.4	☐ Required: 100% of total bid amount ☐ Required: 100 % of total bid amount for Item(s): **Contractor** the Named Insured; the **City** both an Additional Insured and one of the loss payees as its interests may appear. If the **Work** does not involve construction of a new building or gut renovation work, the **Contractor** may provide an installation floater in lieu of Builders Risk insurance. Note: Builders Risk Insurance may terminate upon **Substantial Completion** of the **Work** in its entirety.

■ Commercial Auto Liability Art. 22.1.5	$ 2,000,000 per accident combined single limit If vehicles are used for transporting hazardous materials, the **Contractor** shall provide pollution liability broadened coverage for covered vehicles (endorsement CA 99 48) as well as proof of MCS 90 Additional Insureds:
☐Contractors Pollution Liability Art. 22.1.6	$ 5,000,000 per occurrence $ 5,000,000 aggregate Additional Insureds: 1. City of New York, including its officials and employees, and 2. _____ 3. _____
☐ Marine Protection and Indemnity Art. 22.1.7(a)	$_____ each occurrence $_____ aggregate Additional Insureds: 1. City of New York, including its officials and employees, and 2. _____ 3. _____
☐ Hull and Machinery Insurance Art. 22.1.7(b)	$_____ per occurrence $_____ aggregate Additional Insureds: 1. City of New York, including its officials and employees, and 2. _____ 3. _____

☐ Marine Pollution Liability Art. 22.1.7(c)	$ 1,000,000 per occurrence $ 1,000,000 aggregate Additional Insureds: 1. City of New York, including its officials and employees, and 2. _____ 3. _____
[OTHER] Art. 22.1.8 ☐ Railroad Protection Liability Policy (ISO-RIMA or equivalent form) approved by Permittor covering the work to be performed at the designated site and affording protection for damages arising out of bodily injury or death, physical damage to or destruction of property, including damage to the Insured's own property and conforming to the following: • Policy Endorsement CG 28 31 - Pollution Exclusion Amendment is required to be endorsed onto the policy when environmental-related work and/or exposures exist. • Indicate the Name and address of the Contractor to perform the work, the Contract # and the name of the railroad property where the work is being performed and the Agency Permit. • Evidence of Railroad Protective Liability Insurance, must be provided in the form of the Original Policy. A detailed Insurance Binder (ACORD or Manuscript Form) will be accepted pending issuance of the Original Policy, which must be provided within 30 days of the Binder Approval.	$ 2,000,000 per occurrence $ 6,000,000 annual aggregate Named Insureds: 1. The New York City Transit Authority ("NYCT"), the Manhattan and Bronx Surface Transit Operating Authority ("MaBSTOA"), the Staten Island Rapid Transit Operating Authority ("SIRTOA"), the Metropolitan Transportation Authority ("MTA") including its subsidiaries and affiliates, MTA Construction & Development Company ("MTA C&D"), MTA Bus Company ("MTA Bus"). 2. The AMTRAK, its subsidiaries and affiliated companies.

<table>
<tr><td colspan="2">[OTHER] Art. 22.1.8

■ Professional Liability

A. The Contractor's Professional Engineer shall maintain and submit evidence of Professional Liability Insurance in the minimum amount of $1,000,000 per claim. The policy or policies shall include an endorsement to cover the liability assumed by the Contractor under this Contract arising out of the negligent performance of professional services or caused by an error, omission or negligent act of the Contractor's Professional Engineer or anyone employed by the Contractor's Professional Engineer.

B. Claims-made policies will be accepted for Professional Liability Insurance. All such policies shall have an extended reporting period option or automatic coverage of not less than two (2) years. If available as an option, the Contractor's Professional Engineer shall purchase extended reporting period coverage effective on cancellation or termination of such insurance unless a new policy is secured with a retroactive date, including at least the last policy year.</td></tr>
<tr><td>[OTHER] Art. 22.1.8

■ Engineer's Field Office

Section 6.40, Standard Highway Specifications</td><td>Fire insurance, extended coverage and vandalism, malicious mischief and burglary, and theft insurance coverage in the amount of <u>$40,000</u></td></tr>
<tr><td colspan="2">[OTHER] Art. 22.1.8

☐ The Following Additional Insurance Must Be Provided:

Umbrella/Excess Liability Insurance - The Contractor shall provide Umbrella/Excess Liability Insurance in the minimum amount of $10,000,000 per Occurrence and $10,000,000 in Aggregate. The policy terms and condition should be at least as broad as the underlying policies. The underlying policies should comply with the insurance provision as outlined by the contract. Defense cost should be in addition to the limit of liability. The City of New York, including its officials and employees, should be included as additional insured as respects to the noted project.</td></tr>
</table>

Per **Article 22.2.5** of the **Standard Construction Contract:** The Contractor may satisfy its insurance obligations as defined in this Schedule A through primary policies or a combination of primary and excess/umbrella policies, so long as all policies provide the scope of coverage required herein.

SCHEDULE A
(GENERAL CONDITIONS TO CONSTRUCTION CONTRACT)
(GENERAL CONDITIONS RELATING TO ARTICLE 22 – INSURANCE)

PART III. CERTIFICATES OF INSURANCE

All certificates of insurance (except certificates of insurance solely evidencing Workers' Compensation Insurance, Employer's Liability Insurance, and/or Disability Benefits Insurance) must be accompanied by one of the following:

(1) the Certification by Insurance Broker or Agent on the following page setting forth the required information and signatures;

-- OR --

(2) copies of all policies as certified by an authorized representative of the issuing insurance carrier that are referenced in such certificate of insurance. If any policy is not available at the time of submission, certified binders may be submitted until such time as the policy is available, at which time a certified copy of the policy shall be submitted.

CITY OF NEW YORK

CERTIFICATION BY INSURANCE BROKER OR AGENT

The undersigned insurance broker represents to the City of New York that the attached Certificate of Insurance is accurate in all material respects.

_____
[Name of broker or agent (typewritten)]

_____
[Address of broker or agent (typewritten)]

_____
[Email address of broker or agent (typewritten)]

_____
[Phone number/Fax number of broker or agent (typewritten)]

_____
[Signature of authorized official, broker, or agent]

_____
[Name and title of authorized official, broker, or agent (typewritten)]

State of …….)
) ss.:
County of ……)

Sworn to before me this _____ day of _____, 20____

_____
NOTARY PUBLIC FOR THE STATE OF _____

SCHEDULE A

(GENERAL CONDITIONS TO CONSTRUCTION CONTRACT)

PART IV. ADDRESS OF COMMISSIONER

Wherever reference is made in Article 7 or Article 22 to documents to be sent to the **Commissioner** (e.g., notices, filings, or submissions), such documents must be sent through email to insurance@ddc.nyc.gov. Hard copy documents of the above requirement are no longer required.

(NO FURTHER TEXT ON THIS PAGE)

R - PAGES

REVISIONS TO STANDARD SPECIFICATIONS

NOTICE

The Specification Bulletin(s) ("SB(s)") referenced in this Section (R-Pages) may consist of revisions to the following Standard Specifications:

- New York City Department of Transportation ("NYC DOT") Standard Highway Specifications, dated 5/16/2022;
- New York City Department of Environmental Protection ("NYC DEP") Standard Sewer and Water Main Specifications, dated 8/8/2022;
- NYC Department of Environmental Protection ("NYC DEP") Standard Green Infrastructure Specifications, dated 8/1/2024; and
- NYC DEP Specifications for Trunk Main Work, dated 7/2014.

The SB(s) modify and supersede portions of the applicable Standard Specifications. The provisions contained in this Contract's I-Pages, S-Pages and SW-Pages may further modify the applicable Standard Specifications.

The following active SB(s) are included as part of this contract:

- *SB 22-006 – INCREMENTAL COST NEAR TRANSIT FACILITIES*
- *SB 23-001 – SEWER DESIGN STANDARDS*
- *SB 23-002 – PIPE BOLLARD*
- *SB 23-003 – MOBILIZATION*
- *SB 23-004 – SUSTAINABLE CONSTRUCTION*
- *SB 24-001 – CEMENT, PORTLAND*
- *SB 24-002 – SHEETING AND BRACING*
- *SB 24-003 – CORNER CURB*
- *SB 24-004 – PIGMENTING*
- *SB 24-006 – REINFORCED CONCRETE SEWERS*
- *SB 24-007 – DRAINS TO BE KEPT CLEAN*
- *SB 24-008 – PAYMENT REQUISITIONS*
- *SB 24-010 – FLAGGERS, CROSSING GUARDS, AND PEDESTRIAN MANAGERS*

- *SB 24-011 – ALLOWANCE FOR RAILROAD FACILITY PERMITTING (ALL TYPES)*
- *SB 24-012 – ASPHALT, FUEL, AND STEEL PRICE ADJUSTMENT*
- *SB 24-013 – ENGINEER'S FIELD OFFICE*
- *SB 24-014 – MAINTENANCE OF SITE*
- *SB 24-015 – SUSTAINABLE CONSTRUCTION REQUIREMENTS*
- *SB 24-016 – HANDLING, TRANSPORTING, AND DISPOSAL OF POTENTIAL AND IDENTIFIED CONTAMINATED AND HAZARDOUS MATERIALS*
- *SB 24-017 – EXPANDED WORK ALLOWANCE*
- *SB 24-018 – STORMWATER POLLUTION PREVENTION*
- *SB 24-019 – MOBILIZATION*
- *SB 24-020 – PARTIAL PAYMMENTS FOR MATERIALS IN ADVANCE OF THEIR INCORPORATION IN THE WORK*
- *SB 25-001 – HELICAL PILES (GROUT-FILLED CORE)*
- *SB 25-002 – WATER MAIN LOCK-OUT / TAG-OUT (LOTO)*
- *SB 25-003 – PROJECT SIGN*
- *SB 25-004 – TREE CONSULTANT*
- *SB 25-005 – MAINTENANCE OF SITE*
- *SB 25-006 –SPECIAL MODIFICATION OF WORK FOR INSTALLATION OF NEW CURB AND SIDEWALKS*
- *SB 25-007 – CURING MATERIALS*
- *SB 25-008 – TEMPORARY RESTORATION AND CLEANING UP*
- *SB 25-009 – SEWER DESIGN STANDARDS*
- *SB 25-010 – SAWCUTTING EXISTING PAVEMENT*
- *SB 25-011 – CURBS, HEADERS, AND SLABS*

The SB(s) are available online at:
http://www1.nyc.gov/site/ddc/resources/specification-bulletins.page

(NO FURTHER TEXT ON THIS PAGE)

I - PAGES

NEW SECTIONS

NOTICE

UNLESS OTHERWISE NOTED, ALL SECTIONS, SUBSECTIONS, ARTICLES, OR SUBARTICLES AS REFERRED TO HEREIN WITHIN THESE NEW SECTION SPECIFICATIONS SHALL BE THOSE OF THE NEW YORK CITY DEPARTMENT OF TRANSPORTATION'S (NYCDOT'S) CURRENT STANDARD HIGHWAY SPECIFICATIONS WITH CURRENT ADDITIONS, MODIFICATIONS AND REVISIONS TO THE STANDARD HIGHWAY SPECIFICATIONS (R-PAGES).

THE STANDARD HIGHWAY SPECIFICATIONS ARE NOT INCLUDED IN THESE I-PAGES. SEE THE NYCDOT STANDARD HIGHWAY SPECIFICATIONS BOOKS FOR STANDARD SPECIFICATIONS TEXTS.

(NO TEXT ON THIS PAGE)

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(NO TEXT ON THIS PAGE)

1.06.23.(S). – TRUCKING

All third-party trucking hired by the prime contractor or any tier subcontractor must be submitted as a Request for Subcontractor Approval (RFAS) as a subcontractor with the following exceptions:

1) For materials delivered by a supplier;

2) For pick-up and delivery of containers and/or dumpsters not used for soils

SECTION 4.07 BA-S - Reset Granite Curb

4.07BA-S.1. INTENT. This section describes construction of Reset Granite Curb.

4.07BA-S.2. DESCRIPTION. Curb shall be Granite, and with concrete cradle, unless otherwise specified.

4.07BA-S.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.07 BA in Section 4.07 of the Standard Highway Specifications, with the following modifications and additions:

Pedestrian ramps shall be constructed as per the NYCDOT Standard Details of Construction by providing a zero reveal in the existing granite curb by:

a) cutting out a portion of the curb;
b) lowering the curb;
c) cutting and resetting the curb; or
d) any combination of the above.

Existing granite curb, where directed, shall be recut and refinished, and reset with concrete cradle. The Contractor may recut and/or refinish existing granite curb in place, where approved by the Engineer. In that case, the curb shall be saw cut at 3/4”± intervals, perpendicular to the top or face of curb to the required depth; the remaining granite shall be removed as necessary by chisel cutting or other approved method; and then the Contractor shall grind and refinish the top of curb to the desired slope and elevation, providing a true, neat plane surface.

Shop cutting will be permitted, however the cost of any temporary or permanent roadway restoration required due to the removal of curb shall be deemed included in the price bid for this item.

All edges shall butt flush with not more than 1/8" gap per joint.

4.07BA-S.4. MEASUREMENT. The quantity to be measured for payment shall be the length of reset granite curb, constructed, complete, in place, as required, measured along the top of the exposed face of curb, and adjusted in accordance with Section 5.04 of the Standard Highway Specifications.

4.07 BA-S.5. PRICE TO COVER. The contract price per linear foot of Reset Granite Curb, with concrete cradle shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct the curb complete in place, in full compliance with the requirements of the specifications, and to maintaining the curb in good condition as specified in Section 5.05 of the Standard Highway Specifications. The work shall also include, but not limited to, excavation (other than rock excavation) and backfilling, the removal of not more than one (1’) foot width of roadway pavement along the curb line and the restoration of all removed pavement in full compliance with the applicable sections of the Standard Highway Specifications and the drawings referenced in S-Pages herein.

Restoration of pavement removed beyond the above defined limits, shall be done by the Contractor at no additional cost to The City

Also, price includes, but is not limited to, cutting and dressing existing curb, removal and disposal of excess excavated materials and debris, and the restoration of roadway adjacent to

reset curb, as required.

If the Contractor damages any existing curb during removal, resetting, cutting, handling, or chipping, it shall be replaced, in kind, at no additional cost to the City.

Payment will be made under:

Item No.	Description	Pay Unit
4.07 BA-S	RESET GRANITE CURB	L.F.

SECTION 4.07 CB-S - New Granite Curb, Straight

4.07 CB-S.1. INTENT. This section describes construction of New Granite Curb.

4.07CB-S.2. DESCRIPTION. Curb shall be Granite with concrete cradle, unless otherwise specified.

4.07 CB-S.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.07 CB in Section 4.07 of the Standard Highway Specifications, with the following modifications and additions:

Granite curb shall be Type 1, Class A, cut and dressed. All exposed surfaces shall have a thermal finish. The Contractor shall be required to furnish shop drawings of his proposed curb, including depressed curb details for the approval of the Engineer.

4.07 CB-S.4. MEASUREMENT. The quantity to be measured for payment shall be the length of new granite curb, constructed, complete, in place, as required, measured along the top of the exposed face of curb, and adjusted in accordance with Section 5.04 of the Standard Highway Specifications.

4.07 CB-S.5. PRICE TO COVER. The contract price per linear foot of new granite Curb, of the depth specified, shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct the curb complete in place, in full compliance with the requirements of the specifications, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities, as may be required, and the cost of maintaining the curb in good condition as specified in Section 5.05 of the Standard Highway Specifications. The work shall also include, but not be limited to, excavation (other than rock excavation) and backfilling, the removal of not more than one (1') foot width of roadway pavement along the curb line and the restoration of all removed pavement in full compliance with the applicable sections of the Standard Highway Specifications and the drawings referenced in S-Pages herein.

Restoration of pavement removed beyond the above defined limits, shall be done by the Contractor at no additional cost to the City.

Payment will be made under:

Item No.	Item	Pay Unit
4.07 CB-S	NEW GRANITE CURB, STRAIGHT	L.F.

SECTION 4.08 AA-S - Concrete Curb (18" Deep)

4.08 AA-S.1. INTENT. This section describes construction of Concrete Curb.

4.08 AA-S.2. DESCRIPTION. Concrete Curb shall be made of concrete six (6") inches wide on top, eight (8") inches wide on the bottom, eighteen (18") inches deep, measured on the back.

4.08 AA-S.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.08 AA in Section 4.08, of the Standard Highway Specifications.

4.08 AA-S.4. MEASUREMENT. The quantity to be measured for payment shall be the length of concrete curb, constructed, complete, in place, as required, measured along the top of the exposed face of curb, and adjusted in accordance with Section 5.04 of the Standard Highway Specifications.

4.08 AA-S.5. PRICE TO COVER. The contract price per linear foot of Concrete Curb, of the depth specified, shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct the curb complete in place, in full compliance with the requirements of the specifications, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities, as may be required, and the cost of maintaining the curb in good condition as specified in Section 5.05 of the Standard Highway Specifications. The work shall also include, but not be limited to, excavation (other than rock excavation) and backfilling, the removal of not more than one (1') foot width of roadway pavement along the curb line and the restoration of all removed pavement in full compliance with the applicable sections of the Standard Highway Specifications and the Curb Installation Detail in S-Pages herein.

Restoration of pavement removed beyond the above defined limits shall be done by the Contractor at no additional cost to the City.

Payment will be made under:

Item No.	Item	Pay Unit
4.08 AA-S	CONCRETE CURB (18" DEEP)	L.F.

SECTION 4.09 A - Straight Steel Faced Concrete Curb (18" Deep)

4.09 A.1. INTENT. This section describes construction of Steel Faced Concrete Curb.

4.09 A.2. DESCRIPTION. Steel Faced Concrete Curb shall consist of the steel curb facing set in a concrete cradle extending to a minimum depth of nine (9”) inches below the bottom of angles or a minimum of seven (7”) inches below the bottom of bent plates, to provide the depth of curb specified. The cradle shall be flush with the face of the steel. The steel shall be backed with concrete for a width of eight (8”) inches from the face of the steel facing or as shown on the Contract Drawings.

4.09 A.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item Nos. 4.09 AD and 4.09 BD in Section 4.09 of the Standard Highway Specifications, for Item Nos. 4.09 AD-S and 4.09 BD-S, respectively, with the following modifications and additions:

The replacement of the existing curb with steel faced concrete curb shall consist of the following work:

a) Removal of curb and roadway material.
b) Furnishing and setting of new steel facing plate.
c) Pouring concrete for steel facing plate.
d) Restoration of roadway surface adjacent to new curb, conforming to the applicable provisions of Sections 4.02 and 4.04 of the Standard Highway Specifications.
e) Painting of steel plate (See Standard Drawing H-1010).

4.09 A.4. MEASUREMENT. The quantities to be measured for payment shall be the number of linear feet of Straight Steel Faced Concrete Curb (18” Deep) and Depressed Steel Faced Concrete Curb (18” Deep) constructed, complete, in place, as required, measured along the top of the exposed face of steel, and adjusted in accordance with Section 5.04 of the Standard Highway Specifications.

4.09 A.5 PRICES TO COVER. The contract prices per linear foot of each type of Steel Faced Concrete Curb, of the depth specified, shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct the curb complete, in place, in full compliance with the requirements of the specifications, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities, as may be required, and the cost of maintaining the curb in good condition as specified in Section 5.05 of the Standard Highway Specifications. The unit prices bid shall also include, but not be limited to, excavation (other than rock excavation) and backfilling, the removal of not more than one (1’) foot width of roadway pavement along the curb line and the restoration of all removed pavement in full compliance with the applicable sections of the Standard Highway Specifications and the drawings referenced in S-Pages herein.

Restoration of pavement removed beyond the above defined limits shall be done by the Contractor at no additional cost to the City.

Payment will be made under:

Item No.	Item	Pay Unit
4.09 AD-S	STRAIGHT STEEL FACED CONCRETE CURB (18" DEEP)	L.F.
4.09 BD-S	DEPRESSED STEEL FACED CONCRETE CURB (18" DEEP)	L.F.

SECTION 4.09 CM-S - Corner Steel Faced Concrete Curb

4.09CM-S.1. INTENT. This section describes construction of Corner Steel Faced Concrete Curb.

4.09CM-S.2. DESCRIPTION. Corner Steel Faced Concrete Curb shall consist of the steel curb facing set in a concrete cradle extending to a minimum depth of nine (9") inches below the bottom of angles or a minimum of seven (7") inches below the bottom of bent plates, to provide a curb depth of eighteen (18") inches, measured from the back. The cradle shall be flush with the face of the steel. The steel shall be backed with concrete for a width of eight (8") inches from the face of the steel facing or as shown on the Contract Drawings.

4.09CM-S.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.09 CD in Section 4.09 of the Standard Highway Specifications, with the following modifications and additions for the replacement of existing corner curb including, but not limited to, depressed steel faced concrete curb for construction of pedestrian ramps as per the NYC Standard Highway Details of Construction:

The replacement of the existing corner steel faced concrete curb with steel faced concrete curb shall consist of the following work:

a) Removal of curb and roadway material.
b) Furnishing and setting of new steel facing plate.
c) Pouring of concrete for steel facing plate.
d) Restoration of roadway surface adjacent to new curb, conforming to the applicable provisions of Sections 4.02 and 4.04 of the Standard Highway Specifications.
e) Painting of steel plate (See Standard Drawing H-1010).

Resetting corner steel faced concrete curb, only where specifically directed, shall be paid for at the unit price bid for Corner Steel Faced Concrete Curb. The work includes:

a) Breaking out and removal of all concrete behind the existing steel facing.
b) Burning and/or cutting off the facing plate to conform to the required standard shape and saw-cutting the existing curb as necessary.
c) Grinding the cut edge of steel plate facing.
d) Cleaning and resetting, as required.
e) Pouring of new concrete behind the remaining steel facing.
f) Painting of steel plate (See Standard Drawing H-1010).

Also, the cost of installing any curb up to three (3') feet in length beyond the installed tangent corner curb will be paid for as corner steel faced concrete curb, under this Item 4.09 CM-S.

Where the curb beyond the corner is steel faced concrete curb, the steel faced curb shall be extended to meet the existing curb as directed by the Engineer and the cost of the additional tangent length of steel faced concrete curb beyond the initial three (3) feet of tangent curb, that is to be measured and paid for under this Item 4.09 CM-S, will be measured and paid for as straight steel faced concrete curb, under Item 4.09 AD-S.

Where corner curb is directed to be reset, the unit price shall also include the cost of removal and disposal of existing materials and restoration of roadway adjacent to reset curb, as required, and prime coating and finish painting of the existing steel facing.

4.09CM-S.4. MEASUREMENT. The quantity to be measured for payment shall be the number of linear feet of steel faced concrete curb constructed, complete, in place, as required, measured along the top of the exposed face of steel, and adjusted in accordance with Section 5.04 of the Standard Highway Specifications.

4.09CM-S.5. PRICE TO COVER. The contract price per linear foot of Corner Steel Faced Concrete Curb, shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct the curb complete in place, in full compliance with the requirements of the specifications, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities, as may be required, and the cost of maintaining the curb in good condition as specified in Section 5.05 of the Standard Highway Specifications. The work shall also include, but not be limited to, excavation (other than rock excavation) and backfilling, the removal of not more than one (1') foot width of roadway pavement along the curb line and the restoration of all removed pavement in full compliance with the applicable sections of the Standard Highway Specifications and the drawings referenced in S-Pages herein.

Restoration of pavement removed beyond the above defined limits shall be done by the Contractor at no additional cost to the City.

Payment will be made under:

Item No.	Item	Pay Unit
4.09 CM-S	CORNER STEEL FACED CONCRETE CURB	L.F.

SECTION 4.13 A - 4" Concrete Sidewalk

4.13A.1. INTENT. This section describes construction of Concrete Sidewalk (Pigmented and Unpigmented) for installation of Sidewalk.

4.13A.2. DESCRIPTION. Concrete Sidewalk shall be of the width specified and shall be laid on a foundation six (6") inches thick.

Sidewalk shall consist of a single course of concrete four (4") inches thick, except in driveways and corner quadrants where it shall be seven (7") inches thick to be paid for under Item No. 4.13 BA-S and 4.13 BAC-S.

4.13A.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.13 AAS and 4.13 ABS for Item Nos. 4.13 AA-S and 4.13 AB-S, respectively, in Section 4.13 of the Standard Highway Specifications.

4.13A.4. MEASUREMENT. The area of 4" thick concrete sidewalk in square feet and the amount to be paid for under each item shall be determined by cores as provided in Section 5.04 of the Standard Highway Specifications.

In determining the area of Concrete Sidewalk to be paid for under each type, the areas occupied by the tree wells, bases of columns, manhole heads, gate boxes and similar structures will be deducted from the measured area of concrete sidewalk when they measure more than one (1) square foot and will not be deducted when they measure one (1) square foot or less.

The Contractor is not to proceed with any sidewalk construction unless ordered to do so by the Commissioner or his authorized representative.

4.13A.5. PRICES TO COVER**.** The contract price per square foot for each type of 4" thick concrete sidewalk shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct concrete sidewalk of the thickness specified, complete, in place with foundation material in accordance with Subsection 4.13.4.(B) of the Standard Highway Specifications. The unit prices bid shall also include, but not be limited to, pigment when specified, curing, special scoring as may be required to match that of the adjacent existing sidewalk, and excavation (other than rock excavation) and backfilling, in full compliance with the requirements of the specifications, to construct test standards, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities as may be required and the cost of maintaining the sidewalk in good condition as specified in Section 5.05 of the Standard Highway Specifications.

Payment will be made under:

Item No.	Item	Pay Unit
4.13 AA-S	4" CONCRETE SIDEWALK (UNPIGMENTED)	S.F.
4.13 AB-S	4" CONCRETE SIDEWALK (PIGMENTED)	S.F.

SECTION 4.13 B - 7" Concrete Sidewalk

4.13B.1. INTENT. This section describes construction of Concrete Sidewalk (Pigmented and Unpigmented).

4.13B.2. DESCRIPTION. Concrete Sidewalk shall be of the width specified and shall be laid on a foundation six (6") inches thick.

Sidewalk shall consist of a single course of concrete seven (7") inches thick.

4.13B.3. MATERIALS AND METHODS. All materials and methods shall comply with the requirements of Item No. 4.13 BAS and 4.13 BBS, as appropriate, in Section 4.13 of the Standard Highway Specifications, with the following modifications and additions:

Where new 7" concrete sidewalk on the new base cannot be installed due to clearance problems, the Engineer may recommend an alternate thinner concrete sidewalk slab be installed. Where the new alternate sidewalk slab is less than 7" thick but greater than 4", wire mesh reinforcement shall be installed in accordance with Section 4.14 of the Standard Highway Specifications. Where the new alternate sidewalk slab is greater than 3" thick but not greater than 4", a wire mesh reinforcement shall be installed in accordance with Section 4.14 and the concrete shall be Class A-40. Payment for alternate thicknesses of sidewalk slabs will be made at the unit price bid for 7" concrete sidewalk and no additional payment will be made for any wire mesh or increase in strength of concrete used.

4.13B.4. MEASUREMENT. The area of 7" thick concrete sidewalk in square feet and the amount to be paid for under each item shall be determined by cores as provided in Section 5.04 of the Standard Highway Specifications. In addition, for each corner quadrant, the maximum limits of payment for Item 4.13 BAC-S and 4.13 BBC-S, 7" Concrete Sidewalk, is 150 square feet where only one (1) ramp is installed and 175 square feet where two (2) ramps are installed. At any corner where these limits are exceeded no additional payment will be made for the excess thickness of concrete sidewalk and payment for that sidewalk will only be made at the unit price bid for 4" Concrete Sidewalk (Pigmented or Unpigmented, as applicable), under Item 4.13 AB-S or 4.13 AA-S.

In determining the area of Concrete Sidewalk to be paid for under each item, the areas occupied by the tree wells, bases of columns, manhole heads, gate boxes and similar structures will be deducted from the measured area of concrete sidewalk when they measure more than one (1) square foot and will not be deducted when they measure one (1) square foot or less.

The Contractor is not to proceed with any sidewalk construction unless ordered to do so by the Commissioner or his authorized representative.

4.13B.5. PRICES TO COVER**.** The contract price per square foot for each type of 7" thick concrete sidewalk shall cover the cost of all labor, materials, equipment, insurance, and incidentals required to construct concrete sidewalk of the thickness specified, complete, in place with foundation material in accordance with Subsection 4.13.4.(B) of the Standard Highway Specifications. The unit price bid shall also include, but not be limited to, pigment when specified, curing, special scoring as may be required to match that of the adjacent existing sidewalk, and excavation (other than rock excavation) and backfilling, in full compliance with the requirements of the specifications, to construct test standards, to furnish such samples for testing and to provide such testing equipment, laboratory space and facilities as may be required and the cost of maintaining the sidewalk in good condition as specified in Section 5.05

of the Standard Highway Specifications.

Payment will be made under:

Item No.	Item	Pay Unit
4.13 BA-S	7” CONCRETE SIDEWALK (UNPIGMENTED)	S.F.
4.13 BAC-S	7” CONCRETE SIDEWALK AT CORNER QUANDRANTS(UNPIGMENTED)	S.F.
4.13 BB-S	7” CONCRETE SIDEWALK (PIGMENTED)	S.F.
4.13 BBC-S	7” CONCRETE SIDEWALK AT CORNER QUANDRANTS(PIGMENTED)	S.F.

SECTION 6.51 BD-P - Pavement Key at Pedestrian Ramps (3’ to 6’ Wide)

1. Intent. This section describes the work of installing pavement keys in order to remove depressed or damaged wearing course, to facilitate storm water runoff (without ponding) and to facilitate installation of new pavement.

2. Description. The construction of pavement keys shall consist of cutting, milling, and removing a portion of the existing pavement to the required depth and width, generally next to curb or areas of poor pavement; all in accordance with the specifications and the directions of the Engineer.

3. Methods. The Contractor shall saw-cut or chisel-cut, for a depth of 1-1/2", a joint line in the existing asphaltic concrete wearing course at limits of pavement keys as directed.

All grindings (millings) and excavation material removed under this Section shall be loaded directly into dump trucks and shall be satisfactorily disposed of by the Contractor, away from the site. No debris will be allowed to accumulate at the site.

All milling shall be done prior to excavation of existing curb; however, it shall be done not less than two weeks prior to the excavation of existing curb.

4. Uses. Pavement Key at Pedestrian Ramp (various widths) shall be used in the following locations:

1) At all locations requiring gutter adjustments (3' to 6' wide) both inside and outside corner quadrant (pedestrian ramp) areas as directed. To lower roadway or reshape roadway to eliminate ponding.
2) To remove asphaltic bumps or depression or badly crazed areas in the roadway to provide positive surface flow away from the ramp area.

3) Milling shall be to the required depth to facilitate an average of 1-1/2" resurfacing after the work is completed.
4) At locations to be excavated under other contract items.

5. Measurement. The quantity to be measured for payment, under Item 6.51 BD-P, shall be the number of cubic yards of existing pavement actually cut out to provide a pavement key at pedestrian ramps and other locations as directed. Measurement shall be a vehicle measurement based on the number of cubic yards of material removed and disposed away by Contractor, measured in trucks at the place of loading. Only water level loads will be accepted and no allowance will be made for any crown or peak of the load.

6. Price to Cover. The contract price per cubic yard of Item 6.51 BD-P, shall cover the cost of furnishing all labor, plant, equipment, insurance, and necessary incidentals required and completing the work, including saw cutting at beginning and end of grinding limits, cutout of existing roadway material, loading all grindings and excavated material into dump trucks, and removing and disposing of said material away from the site, all in accordance with the specifications and the directions of the Engineer.

Payment will be made under:

Item No.	Item	Pay Unit
6.51 BD-P	PAVEMENT KEY AT PEDESTRIAN RAMPS (3’ TO 6’ WIDE)	C.Y.

SECTION 7.35 - PEDESTRIAN CHANNELIZER

7.35.1. INTENT. This section describes the work of providing interlocking pedestrian channelizers to be used as temporary pedestrian access route between pedestrian and construction work areas when directed by the Engineer.

Pedestrian channelizer must provide the same level of pedestrian guidance as concrete or plastic barrier, but should be light weight, easier to transport, install and remove with interlocking arrangements.

7.35.2. MATERIALS. The work shall consist of furnishing, maintaining, relocating, and removing pedestrian channelizer in sidewalk areas as per the specifications, as shown on the Contract Drawings or where otherwise directed by the Engineer.

Pedestrian Channelizer units must meet the requirements of the following standards:

a. 2010 ADA Standards for Accessible Design
b. 2024 Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way (PROWAG)
c. 2023 Manual on Uniform Traffic Control Devices (MUTCD), with FHWA Revisions and NYS Supplements

Product should meet the crash test and evaluation criteria contained in the American Association of State Highway and Transportation Officials' (AASHTO) Manual for Assessing Safety Hardware (MASH) and have a FHWA acceptance letter.

Acceptable products include:

a. ADA PEDESTRIAN BARRICADE – STRONG WALL by PLASTICADE
b. ADA COMPLIANT PEDESTRIAN BARRICADE like Safety Rail & SafetyWall by PSS
c. Urbanite 57000 Series by Urbanite
d. Plastic Safety System Safety Wall by PAUL PETERSON SAFETY DIVISION.
e. Or approved equivalent

Battery operated flashing units as approved by the Engineer.

7.35.3. METHODS. Pedestrian Channelizer units of the various sizes required shall be furnished to the site, complete, ready to use. All units shall be in good condition and acceptable to the Engineer. pedestrian channelizer installed must meet the requirements of the standards listed in **Section 7.35.2** above.

The Contractor shall install pedestrian channelizer by placing them where shown on the Contract Drawings or where otherwise directed by the Engineer. Adjacent units shall be interlocked. Weights (sand or water ballast in the unit, sandbags, concrete blocks, etc.) must be used per the manufacturer’s recommendations, as necessary to ensure stability, or as directed by the Engineer. Weights must not interfere with pedestrian travel. The minimum number of interlocked barricade units in a given run must be two, unless otherwise approved by the Engineer. Where less than three units are required and approved by the Engineer, additional measures shall be taken by the Contractor to stabilize the shorter length of interlocking barricade and prevent overturning.

At corners, units four feet or less in length must be used to form smooth curved runs of barricade.

Contractor shall continuously maintain the temporary pedestrian steel barricades, where shown on the Contract Drawings or directed by the Engineer, until ordered by the Engineer to remove the barricades at the completion of a work stage. Should a unit or units of barricades become damaged

or otherwise unacceptable to the Engineer, the Contractor shall replace said units within twenty-four (24) hours of notice by the Engineer, at no additional cost to the City.

Battery operated flashing units will be installed on every alternate pedestrian channelizer or as approved by the Engineer.

7.35.4. MEASUREMENT. The quantity to be measured for payment shall be the number of linear feet of pedestrian channelizer constructed and placed, complete, based upon the summation of the lengths of the individual units so constructed and placed.

Payment will be made for only the initial installation at any location. Whenever pedestrian channelizer are moved to a new location, as required by the Contract Drawings or directed by the Engineer, payment will be made in the same manner as if it were an initial installation. Whenever the Contractor proposes to move pedestrian channelizer to a new location it is subject to approval of the Engineer and must be in accordance with the latest approved progress schedule. Minor movement of the pedestrian channelizer within a work area will not be considered as a movement to a new location and will not entitle the Contractor to additional payment. Minor movement within a work area includes, but is not limited to

- Movement from one side of the roadway to the other side
- Movement to adjust the roadway or work zone width
- Movement required to access the work zone or to secure the work zone
- Linear movement of less than one block within an established work zone
- Rearrangement within a work area

No payment will be made: for non-interlocked units of barricade; for barricade units greater than four (4') feet in length used in corner quadrants; for movements of pedestrian channelizer made for the Contractor's convenience; for movement of barricades at a given location at the end of a work period and subsequent replacement at the same location at the beginning of the next work period; for movement of barricades at a given location during a work period and subsequent replacement at the same location during the same work period; or for the interchanging of barricades between initial installations.

7.35.5. PRICE TO COVER. The contract price bid per linear foot for PEDESTRIAN CHANNELIZER will cover the cost of furnishing all labor, materials, plant, equipment, insurance, battery operated flashing units and necessary incidentals required to furnish, install, maintain, relocate, and remove PEDESTRIAN CHANNELIZER, complete with weights for stability, in accordance with the Contract Drawings, the specifications, and the directions of the Engineer.

Where there is no scheduled item for temporary Pedestrian Steel Barricades, the cost of furnishing, installation, maintenance, relocation, and subsequent removal of PEDESTRIAN CHANNELIZER as required will be deemed included in the unit price bid for the Maintenance and Protection of Traffic Item.

Payment will be made under:

Item No.	Item	Pay Unit
7.35	PEDESTRIAN CHANNELIZER	L.F

SECTION 7.70 TPR – Temporary Pedestrian Ramp

(Not a Pay Item)

7.70TPR.1. INTENT.

This section describes the work of providing Temporary Pedestrian Ramps (TPRs) near new pedestrian construction work areas and the ADA guidelines. TPRs should provide access to sidewalk routes when pedestrian ramps are not accessible due to construction activities going on or around pedestrian ramps.

The work will consist of furnishing, installation, maintaining, relocating, and removing temporary pedestrian ramps in order to access sidewalk areas as shown on the Contract Drawings or where otherwise directed by the Engineer.

TPR must consist of temporary pedestrian ramp units having a geometry similar to that shown on the contract drawings, as directed the Engineer and complying with the following requirements:

1. TPR running slope must not exceed 1:12 ramp slope, which equals 4.8 degrees slope or one foot of wheelchair ramp for each inch of rise. For instance, a 30 inch rise requires a 30 foot handicap wheelchair ramp.
2. Cross slope must not exceed 1:48.
3. Handrails must be provided on both sides if rise is more than 6 inches.
4. A minimum 5' x 5' flat, unobstructed area at the top and bottom of the ramp
5. A Minimum width of 36 inches of clear space across the wheelchair ramp.
6. Maximum run of 30 feet will be allowed ramp before a rest or turn platform.
7. Ramp handrail height will be between 34" and 38" in height on both sides of the wheelchair ramps.
8. The TPR must allow for normal street drainage.

Note: At areas with grass strips, ramp to be located at closest concrete walk or driveway by means of ground level decking on grass connecting to the concrete sidewalk or driveway etc.

7.70TPR.2. MATERIALS AND METHODS.

1. LUMBER TPR: Lumber should have a slip-resistant surface. Use pressure treated wood for most of the wood material. Lumber must be preservative-treated southern pine, grade #2 or better. Pressure treated lumber must resists rot and decay with level of treatment as per American Wood Council latest standards. Decking board for the TPR will be at a minimum 2” thick.

2. ALUMINUM TPR: Aluminum should be high traction (e.g., textured extruded aluminum surface), dock plate with a coefficient of friction not less than 0.5 and made from high strength, lightweight aluminum; it should be slip-resistant and have a self-adjusting ground transition plate. The Ramp, Step, and Platform system is designed to be a rigid, free-standing structure. All footplates should be fastened securely to a concrete surface or 12” minimum diameter footings in order to achieve full structural integrity. Footing depth will depend on local building code.

Fastening all platforms to the building or modular building with lag screws is highly recommended.

3. FIBERGLASS/PLASTIC TPR: Fiberglass/ Plastic ramps should be able to take minimum wheelchairs, foot traffic etc., not less than 550 lbs., should be ADA compliant and adapts to varying curb heights from minimum of 2.5” to 7”. Should be anti-slip with high visibility surface and must be bolted for maximum stability and security. Coefficient of friction will not be less than 0.5.

All ramp handrails and ramp guardrails are designed to withstand a concentrated load of 200 pounds applied in any direction on the top of the rail.

All Ramp handrails are designed to be continuous along ramp runs and in between the inside corner of 90 degree and 180 degree turns in ramp direction. Handrails are not interrupted by posts or other obstructions.

Platforms and landings will be designed to carry a uniform live load of 100 pounds per square foot and a concentrated vertical load of 300 pounds in an area of one square foot.

Walking surfaces for serial number 1, 2 and 3 above must be designed to have a coefficient of friction no less than 0.50 in all directions of travel.

7.70TPR.3. METHODS.

All units must be in good condition and acceptable to the Engineer.

The Contractor must install the TPR by placing them where shown on the Contract Drawings, specifications and as directed by the Engineer. All the modular ramps will be assembled as per manufacturer's instructions.

If the modular ramps are pre-assembled and transported to their locations, Contractor must use utmost care in the delivery and installation of these units.

Units can also be fabricated/constructed at site with the approval of the Engineer.

Contractor must continuously maintain the TPR, where shown on the Contract Drawings or directed by the Engineer, until ordered by the Engineer to remove the completion of a work stage. Should a unit or units of barricades become damaged or otherwise unacceptable to the Engineer, the Contractor must replace said units within twenty-four (24) hours of notice by the Engineer, at no additional cost to the City.

7.70TPR.4. MEASUREMENT AND PAYMENT.

The price of Temporary Pedestrian Ramp (TPR) will be deemed included in the prices bid for all the scheduled contract items.

S - PAGES

GENERAL AND SPECIAL PROVISIONS:

(A) GENERAL PROVISIONS
(B) HIGHWAY PROJECT SPECIFIC PROVISIONS
(C) SEWER & WATER MAIN PROJECT SPECIFIC PROVISIONS
(D) GREEN INFRASTRUCTURE PROVISIONS

NOTICE

THE PAGES CONTAINED HEREIN (S-PAGES) ARE GENERAL AND SPECIAL PROVISIONS THAT APPLY TO THE WORK AND ARE PART OF THE CONTRACT DOCUMENTS.

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(NO TEXT ON THIS PAGE)

(A) GENERAL PROVISIONS

A. LINES AND GRADES. The Contractor must furnish lines and grades in accordance with Section 1.06.27 of the NYCDOT Standard Highway Specifications, except that survey controls established for this project may no longer exist and the Contractor will be required to re-establish the survey control information using official Borough Survey Control Monuments and Bench Marks, where they exist. The Contractor must check with Topographic Section of the Borough President's Office as to the reliability and accuracy of the data to be used for lines and grades.

B. SPECIFIC TRAFFIC STIPULATIONS. Under this contract, the Contractor must perform the work in strict accordance with the requirements of Section 6.70 in the Standard Highway Specifications, specific traffic stipulations as called for on the plans, Office of Construction Mitigation and Coordination (OCMC) Traffic Stipulations attached to the end of these Special Provisions, and the directions of the Engineer. In case of a conflict, the Engineer's decision will be final.
The Contractor must plan and schedule the work in order to accommodate all special events listed in the NYCDOT Special Events Annual Calendars. The calendars are available at the following link:

https://nycdot.sharepoint.com/:f:/s/publicshare/Ei2XN4G99_JFkdrtjD_cJ0QBtSPr2xhVrApcqAs1KSLpeA?e=j276PF

In addition, the cost of compliance with requirements of the OCMC Traffic Stipulations, unless otherwise provided for, will be deemed included in the prices bid for all scheduled items..

C. HOLIDAY CONSTRUCTION EMBARGO. A special Holiday Construction Embargo will be in effect on the Friday of the week preceding Thanksgiving Day week from 6:00 AM to 11:59 PM and again from the Monday of Thanksgiving Day week from 6:00 AM through January 2, at 11:59 PM. Roadway and sidewalk construction activities will be restricted during the embargo period on the streets listed below*.

Any permits issued prior to the date of this notice, for work during this embargo period on the streets listed below* which do not already have the permit stipulation "410" are hereby suspended for the period noted above. All permittees must comply with this embargo unless a special waiver is granted by OCMC. Waiver requests must be filed at least thirteen days before Thanksgiving Day, in the Permit Office by filing a "Request for Roadway/Sidewalk Permits During "Embargo Periods" and submitting supporting documentation. Waiver requests should only be submitted for critical reasons for a specific project. If a waiver is granted, the applicant will be notified so they can apply for the approved permits. Waivers **are not** required for ongoing Building Construction Activity Permits which already include the "410" permit stipulation. Waiver request forms may be obtained at any Permit Office or on the Department of Transportation's website at:
http://www.nyc.gov/html/dot/downloads/pdf/holidayembapp.pdf
Prior to this embargo period all necessary measures must be taken so that all roadways and sidewalks are in proper condition to allow for the expeditious and safe movement of vehicular, bicycle and pedestrian traffic. Tool carts, cable reels, containers, and material stored on roadways must be removed during the embargo period.

The opening of utility access covers is prohibited on any of the streets noted below** between the hours of 6:00 AM and midnight unless the utility or Contractor files for an Emergency Authorization Number as required by Section 2-07 of the Department of Transportation's Highway Rules. The planned opening of utility access covers may occur during the hours of 12:01 AM and 5:59 AM where no authorization number is required.

Temporary restoration of the streets and sidewalks and removal thereof, if required for the Holiday Embargo period, will be paid for under the appropriate scheduled items.

No extension of time due to the shutdown period will be granted to the Contractor for completion of the work.

*** Please note that this embargo only applies to NYCDOT construction permits.**
**** List of street and maps of the affected locations are available by borough on the Department of Transportation's website at: http://www.nyc.gov/html/dot/html/motorist/trafalrt.shtml**

D. CONTRACT ITEMS THAT INCLUDE BACKFILL AS A PART OF THEIR WORK. The following will pertain to all contract items that have backfill as a part of their work: Backfilling will comply with Subsection 4.11.3 of the Standard Specifications and no additional payment will be made for any Highway or Street Lighting work item requiring Contractor to furnish additional fill material to meet these requirements when backfilling.

E. ACCELERATED PROJECT SCHEDULE AND COMBINATION OF STAGES. Contractor will plan and/or stage his/her work schedule using all hours/days available. Contractor is advised that all applicable unit prices will include, for the purpose of this contract, all overtime costs, premium time costs, shift differentials required to complete construction within the specified "Time(s) of Completion" stipulated in this contract.

Contractor will be permitted to accelerate this project, to combine stages and/or work sequences. Any such changes will be shown in the construction schedule, to be furnished in accordance with the General Provisions of the Standard Specifications.

F. DISPOSAL OF EXCESS EXCAVATED MATERIAL. All excess excavated material, with the exception of contaminated material, will become the property of the Contractor and will be properly disposed of away from the site, at the Contractor's expense. Contaminated material will be disposed of separately in accordance with contract requirements.

G. NO EXTENSIONS OF TIME FOR WINTER SHUT-DOWN. Where the Contractor's approved work schedule for installing sidewalk, curb, roadway base and/or pavement falls within the winter period of December 1st through April 1st, the Contractor will NOT be granted an extension of time for completion of this contract due to the winter shut-down period, unless otherwise provided in Schedule A.

H. PRIVATE UTILITY HARDWARE ADJUSTMENTS. will be performed by the owning utility company or its agent, at its expense. The Contractor must notify the utility company 72 hours prior to start of work at each location where its hardware requires adjustment.

I. SURVEY MONUMENTS. When working in the vicinity of survey monument the Contractor will hand excavate per Item 8.02 AB-S, 8.02 A and 8.02 B (as applicable), at City Survey Monuments, for a distance of five (5) feet around each monument, as directed by the Engineer.

J. RESTORATION OF ADJACENT AREAS. The Contractor will be required to remove all form work. In planting strip areas, the Contractor will be required to restore areas damaged as a result of the Contractor's operations, to the satisfaction of the Engineer, with sod. The Contractor will also, as directed by the Engineer, make safe adjacent areas to the Contractor's work, such as: restoring missing or damaged pavement markings that were removed or damaged as a result of the Contractor's operations (as per requirements of Section 6.44 in the Standard Specifications); resetting granite blocks in tree pits; and, applying binder mixture (Item 4.02 CA or as applicable) where badly broken sidewalk or curb may create a dangerous condition just outside his area of operation, where and when directed by the Engineer.

All restoration work must be performed to the satisfaction of the Engineer.

K. FLAGGERS. The Contractor is notified that wherever the Item No. "6.52" and words "flagger", "flagperson" and "flagman" are used in the contract documents and drawings it will mean the Item No. "6.52 CG" and the words "Crossing Guard", respectively.

L. FUEL COST. The Contractor is notified that the fuel cost per gallon used in the formula under Sub-Article 26.2.8 of the Standard Construction Contract for Extra Work will be derived from the fuel price index for the United States East Coast published weekly by the United States Energy Information Administration ("USEIA"), and available on its website at **http://www.eia.gov/petroleum/gasdiesel/.** The USEIA-published cost per gallon for the applicable fuel on the East Coast for the week in which the first day of each calendar quarter during the contract term occurs (i.e., January 1st, April 1st, July 1st and September 1st) will be used in the reimbursement formula for all **Extra Work** invoiced that was performed during that calendar quarter. Should the USEIA stop publishing this fuel price index, the fuel cost per gallon will be determined by reference to a substitute index to be agreed upon by the Contractor and the City.

M. NYCDPR CONSTRUCTION PERMITS AND OTHER REQUIREMENTS.

1. At least thirty (30) days prior to the upcoming start of construction at or near the New York City Department of Parks and Recreation (NYCDPR) land , the Contractor is required to issue a notice to NYCDPR about the start of construction activity. At least 30 days in advance of the Order to Work Date, the Contractor must notify the New York City Department of Parks and Recreation (NYCDPR) of the upcoming start of construction by emailing interagency@parks.nyc.gov.

2. Parks Construction Permits are required for all work on Parkland. Construction Permits may also be required for work on sidewalks adjacent to Parks properties or other areas maintained by NYCDPR such as Greenstreets depending on the scope of work. It is the Contractor's responsibility to coordinate with Parks via email at **interagency@parks.nyc.gov** to establish whether Construction Permits are required for the contract scope of work.

3. The Contractor will not be permitted to store, stage, stockpile, barricade, lay down construction materials or equipment, or otherwise impede access to Parkland, Greenstreets, or sidewalks in the right-of-way fronting Park properties unless such permission is granted by NYCDPR via issuance of a Parks Construction Permit.

4. The Contractor must obtain the necessary Parks Construction Permit from NYCDPR prior to the start of work on Parkland or areas under Parks' jurisdiction. The Construction Permit application is found online at https://www.nycgovparks.org/permits/construction.

5. When no Construction Permit is required, the contactor must notify Parks at interagency@parks.nyc.gov at least one week in advance of any construction adjacent to Greenstreets or in the right-of-way fronting Parks properties to allow for coordination as needed.

6. The Contractor is responsible for the protection of any Greenstreets, sidewalks, and other landscape features under NYCDPR jurisdiction that are adjacent to or enclosed by the construction area, including hardscape, landscape, shrubs, and trees. Any areas and features disturbed or damaged during construction activity are the responsibility of the Contractor to restore and repair.

7. Many NYCDPR properties are indicated on the publicly accessible online mapping resource of the New York City Department of Information Technology and Telecommunications (DOITT) at **http://maps.nyc.gov/doitt/nycitymap**/. However, the map is not exhaustive, and Contractors should confirm Parks properties in the vicinity of their work with NYCDPR.

8. The Contractor must take necessary precautions to prevent interference with or damage to utilities or other facilities during construction. The cost of all work connected with maintaining and protecting utilities affected by the work be borne by the Contractor and the cost will be deemed included in the price bid for the various items in the contract.

9. In the event the Contractor damages an existing utility or interrupts utility service, the Contractor will immediately notify its owner and the Engineer and must commence repair/replacement work as instructed by the Engineer.

10. In the event the Contractor causes an interruption in utility service, the Contractor will immediately arrange for service to be restored and may not cease the repair work until service is restored. The Contractor will not continue work until the service is restored, unless otherwise directed by the Engineer. All corrective utility work will be acceptable to the engineer and the subject utility owner.

11. If any utility service or connection of unknown ownership is encountered during construction which appears to enter or serve Parkland, Contractor must contact Parks at **interagency@parks.nyc.gov** to inquire if Parks is the owner of such utility.

N. START OF CONTRACT WORK. The Contractor is notified that a Notice To Proceed (NTP) date will be issued for work to commence within 21 to 30 Days of Contract Registration.

O. STANDARD WORKING HOURS: In absence of OCMC Traffic Stipulations, Section 1.06.23 (P) of NYC DOT STANDARD HIGHWAY SPECIFICATIONS regarding standard working hours is to be followed is to be followed. Work performed outside the standard working hours must be pre-approved by NYC DDC.

P. TREE BARRIERS. The Contractor will furnish, install, maintain and subsequently remove temporary Protective Tree Barriers. Protective Tree Barriers will be Type B, unless otherwise directed by the Engineer, and will be constructed and installed as shown on the Protective Tree Barrier sketch in Department Of Transportation, Standard Highway Details Of Construction, Drawing No. H-1046A, as directed by the Engineer, and in accordance with Department of Parks and Recreation requirements.

Price of the tree barriers must be included in the in the unit prices bid for all scheduled items.

Q. UTILITIES. All utility locations and invert elevations are not guaranteed, nor is there any guarantee that all existing utilities, whether functional or abandoned within the project area are shown.

R. HOUSE CONNECTIONS. All existing house connections will be maintained and supported during construction. The Contractor will replace any existing house connection damaged as a result of the Contractor's construction operations as ordered by the Engineer at no cost to the City.

S. STREET LIGHT AND TRAFFIC SIGNAL. The Contractor is responsible for any damage to the existing street lighting and traffic signal equipment, including underground conduits and the safety of both pedestrian and vehicular traffic for the duration of the contract. All street lighting and traffic signal foundations require grounding rod to be installed per Street Lighting Drawing SLMIS-014. The costs of the grounding rod must be included in the prices bid for the associated street lighting or traffic signal work.

Should any conduits, cables or foundations need repair due to the Contractor's negligent operations during construction, all work will be performed according to NYCDOT Bureau of Traffic's Standard Drawings and Specifications and City of New York DOT System Engineering Specifications (dated November 2013) at the sole expense of the Contractor.

It is the Contractor's responsibility to secure an approved electrical Contractor to perform all traffic signal work (if any). For list of approved electrical Contractors, contact Hasib Amini or James Celentano, New York City Department of Transportation at (212) 839-3386 / (212) 839-3129.

T. SAW CUT. The Contractor is advised that where the existing roadway pavement is designated to be replaced from curb to curb, then no full depth saw cutting of pavement for sewer and water main trenches will be required, except at the limits of full width pavement restoration. No separate or additional payment will be made for any saw cutting.

U. PRE-CONSTRUCTION STAGE. The Contractor is advised that the Base Contract Duration (consecutive calendar days "ccds") must also include pre-construction stage from the Notice To Proceed date. During this stage the Contractor is required to submit the necessary shop drawings, obtain all permits and submit the health and safety plan for review and approval. The Engineer's field office will also need to be established during this pre-construction stage period. Failure to comply with the pre-construction stage requirements may result in assessing liquidated damages to the Contractor for everyday beyond the pre-construction stage duration. The liquidated damage will be of equivalent value as identified in the Schedule A for work beyond the construction completion date.

V. EXISTING SEWERS, WATER AND APPURTENANCE. The Contractor is notified that at some locations there may exists sewers, manholes, water mains, etc., which are to remain undisturbed and are in close proximity to the line of the proposed work. The Contractor exercise extreme care, minimize the trench width of the proposed sewers and take all necessary precautions in placing sheeting and during excavation of the trenches to prevent any damage to the existing structures, pavement, curbs, and sidewalks that are to remain while working adjacent to them. The Contractor maybe restricted to use wood sheeting at certain critical locations as directed by the Engineer. Should any damage occur to any portion of the existing structures that are to remain due to the Contractor's operations, the Contractor will make all repairs to the existing structures to the satisfaction of and as directed by the Engineer. The cost of such repair will be borne by the Contractor, at no cost to the City. Additional cost to use wood sheeting specifically to ensure integrity of existing sewer structures will be deemed included in all bid items for work.

W. RECONNECTING EXISTING SEWERS TO NEW MANHOLES. If there are locations on the contract plans, where the Contractor is required to reconnect all existing sewers to the proposed manholes in this contract. The said manholes will be fabricated to provide openings for the existing sewers at the specified invert elevations as shown on the contract drawings. The cost of reconnecting existing sewer pipes to new manholes, including concrete collar with steel reinforcements and/or grouting around the existing sewer pipes at the openings and all work necessary to complete the pipe reconnection, to the satisfaction of the Resident Engineer will be deemed included in the prices bid for all items of work. No additional payment will be made.

[ARTICLE "X" IS ONLY APPLICABLE IF ITEMS FOR VIBRATION MONITORING ITEM NO. 76.31 IS IN THE BID SCHEDULE]

X. VIBRATION MONITORING. In case of structures requiring vibration monitoring, the Contractor, in addition to Continuous Real Time Monitoring for Vibrations as determined in the Construction Report must provide Continuous Real Time Monitoring for Vibrations of existing buildings/structures adjacent to or in the proximity of different types of construction activities being conducted including, but not limited to, installation of sheeting for construction of proposed water and sewer mains, installation of sheeting for excavation of jacking/receiving pits, direct jacking of sewers, piling work or as directed by the Engineer.

Y. CITY ASSETS. The Contractor is advised that any City owned light poles, traffic signals, street name signs, traffic signs and encumbrances including, but not limited to, underground conduit displaced as the result of the installation of the new sewers, water mains, catch basins, catch basin connections and appurtenances will be replaced in kind and as directed by the Engineer. The cost of such work will be deemed included in the prices bid for all items of work under this contract.

[ARTICLE "Z" IS ONLY APPLICABLE FOR WATERMAIN 24-INCHES AND HIGHER]

Z. "AS-BUILT" DRAWINGS FOR WATER MAINS AND APPURTENANCES 24-INCHES (600-MM.) AND LARGER: Upon the completion of the work for each Capital Project and as a condition precedent to obtaining the certificate for Substantial Completion for each Capital Project under Article 44 of the Contract, the Contractor will furnish "As-Built" drawings for water mains and appurtenances 24-inches and larger to the City. The Contractor will prepare and submit the "As-Built" record drawings to the Engineer for approval. Approved "As-Built" drawings will be delivered to the Department of Design and Construction, 30-30 Thomson Avenue, Long Island City, New York, 11101-3045. The following guideline is provided for the preparation of "As-Built" record drawings:

1. The Contractor will prepare the "As-Built" drawings on AutoCAD and will provide to the City two (2) sets of Mylar and AutoCAD files on a CD. The drawings on CD's and the plotted Mylar's will conform to the standard size of 22" x 36" (559-mm. x 914-mm.) using a 1"=30' (1:360) horizontal and 1"=10' (1:120) vertical scale. The Mylar will be 3-mil in thickness.

2. The "As-Built" drawings will include but not be limited to the following guidelines summarized below:

(a) Drawings will consist of the same legend and layout of title boxes shown on the contract drawings.

(b) Each plotted Mylar drawing will contain the signature and stamp of the Contractor's NYS Professional Engineer/Registered Architect.

(c) The drawings will include:

- street name and crossing street(s) or distance from;
- north arrow;
- property lines and widths;
- legal and existing street widths, street alignment and grades;
- "new" curb lines and widths;
- water main center line measured off the "new" curb line;
- horizontal stationing for all valves, hydrants, outlets, blow-offs, house service connections, etc., measured on a horizontal line as established by the Borough Office Bureau of Topographic;
- alignment and appurtenance location stationing, and deflection angles;
- cover and elevations (Datum used will be that of the Borough where work is located);
- location of pipe joints;
- profile of all piping;
- complete details of all outlet piping roundabouts;
- complete details of all blow-off connections to the sewer;
- complete details of all air cocks;
- location of taps and access manholes;

- location of all cathodic protection stations;
- Venturi sensing lines plans and profiles;
- all appropriate notes.

3. The cost of preparing and submitting “As-Built” approved drawings will be deemed included in the prices bid for all scheduled bid items in the contract. No separate or additional payment will be made for this work.

AA. NO ADDITIONAL PAYMENT. The Contractor is advised that any fences, guardrails, boulders, asphalt walkway of the park, fixtures, other encumbrances removed within project limits during construction will be replaced in kind to the satisfaction of the Engineer. The cost of such work will be deemed included in the prices bid for all contract items of work and no additional or separate payment will be made.

AB. SHEETING AND EXCAVATION AT TRANSIT FACILITIES. In case of transit facilities like MTA, LIRR, METRO NORTH etc., the Contractor will exercise extreme caution and take all necessary precautions in placing sheeting and excavation to prevent any damage to the existing underground or overhead structures and its appurtenances during construction work throughout the project area. The Contractor must take full responsibility to protect the said structures and its appurtenances and any damage caused by the Contractor’s operations must be made good by the Contractor to the satisfaction of the Engineer at no additional cost to the City.

The Contractor must submit shop drawings to the Transit facilities showing all the details and methods of construction, such as, sheeting and bracing, including the Contractor’s procedure and sequence of construction, supporting and/or protection of the existing structures and its appurtenances, with necessary design calculations for approval prior to starting of the construction. The design will be made by a New York State Licensed Professional Engineer skilled in this type of construction and as further evidenced by the imprint of Professional Engineer’s seal and signature on all drawings. The cost of this work will be deemed included in the price bid for all items of work under this contract.

AC. ARCHAEOLOGICAL DISCOVERIES. The Contractor is notified that if requested by the Resident Engineer and the City, the Contractor will be required retain the services of an Archaeologist (the "City's Archaeologist") for this project.

The City's Archaeologist will be notified in advance and will be present on site during sub-surface excavations as deemed necessary. The City's Archaeologist will be authorized to halt construction at any time in order to record and/or recover any archaeological resources encountered during excavations, and to stabilize in place any human remains encountered.

For the purpose of evaluating and recording archaeological resources, the City's Archaeologist will be allowed to enter trenches provided all standard safety requirements are met. It is understood that some construction down time may be necessary.

In the event that human remains, and/or other significant archaeological deposits are encountered during construction or archaeological investigations, Landmarks Preservation Commission (LPC) will be notified as directed by the City's Archaeologist and the State Historic Preservation Office (SHPO) requires that the following protocol is implemented:

1. At all times human remains must be treated with the utmost dignity and respect. Should human remains be encountered work in the general area of the discovery will stop

immediately and the location will be immediately secured and protected from damage and disturbance.

2. Human remains or associated artifacts will be left in place and not disturbed. No skeletal remains or materials associated with the remains will be collected or removed until appropriate consultation has taken place and a plan of action has been developed.

3. The County coroner and local law enforcement as well as the SHPO and the involved agency will be notified immediately. The coroner and local law enforcement will make the official ruling on the nature of the remains, being either forensic or archeological. If the remains are archeological in nature, a bio-archaeologist will confirm the identification as human.

4. If human remains are determined to be Native American, the remains will be left in place and protected from further disturbance until a plan for their protection or removal can be generated. The involved agency will consult SHPO and appropriate Native American groups to determine a plan of action that is consistent with the Native American Graves Protection and Repatriation Act (NAGPRA) guidance.

5. If human remains are determined to be Euro-American, African-American, etc., the remains will be left in place and protected from further disturbance until a plan for their avoidance or removal can be generated. Consultation with the SHPO and other appropriate parties will be required to determine a plan of action.

Should extra work be ordered by the Resident Engineer as a result of any archaeological discoveries, it will be paid for from the Fixed Sum included in, and in accordance with Item HW-908 Allowance for Extra Work Due To Archaeological Discoveries.

AD. USE OF CITY WATER. Please refer to NYCDOT STANDARD HIGHWAY SPECIFICATIONS (May 16, 2022), Sub Section 1.06.23 (A), Rules, Laws, and Requirements, for use of City water.

AE. PUBLIC DISSEMINATION OF INFORMATION. The Contractor agrees to hold confidential, both during and after the completion or termination of this Contract, all of the reports, information, or data, furnished to, or prepared, assembled or used by, the Contractor under this Contract. The Contractor agrees to maintain the confidentiality of such reports, information, or data by using a reasonable degree of care, and using at least the same degree of care that the Contractor uses to preserve the confidentiality of its own confidential information. The Contractor agrees that such reports, information, or data will not be made available to any person or entity without the prior written approval of the Commissioner. The obligation under this Section to hold reports, information or data confidential will not apply where the Contractor is legally required to disclose such reports, information or data by virtue of a subpoena, court order or otherwise (“disclosure demand”), provided that the Contractor complies with the following: (1) the Contractor will provide advance notice to the Commissioner, in writing or by e-mail, that it received a disclosure demand for such reports, information or data and (2) if requested by the Commissioner, the Contractor will not disclose such reports, information or data until the City has exhausted its legal rights, if any, to prevent disclosure of all or a portion of such reports, information, or data. The previous sentence will not apply if the Contractor is prohibited by law from disclosing to the City the disclosure demand for such reports, information or data.

The Contractor will restrict access to confidential information to persons who have a legitimate work-related purpose to access such information. The Contractor agrees that it will instruct its officers, employees, and agents to maintain the confidentiality of any and all information required to be kept confidential by this Contract.

The Contractor, and its officers, employees, and agents will notify the Commissioner, at any time either during or after completion or termination of this Contract, of any intended statement to the press or any intended issuing of any material for publication in any media of communication (print, news, television, radio, Internet, etc.) regarding the services provided or the data collected pursuant to this Contract at least twenty-four (24) hours prior to any statement to the press or at least five (5) business days prior to the submission of the material for publication, or such shorter periods as are reasonable under the circumstances. The Contractor may not issue any statement or submit any material for publication that includes confidential information as prohibited by this Section.

At the request of the Commissioner, the Contractor will return to the Commissioner any and all confidential information in the possession of the Contractor or its subContractors. If the Contractor or its Subcontractors are legally required to retain any confidential information, the Contractor will notify the Commissioner in writing and set forth the confidential information that it intends to retain and the reasons why it is legally required to retain such information. The Contractor will confer with the Commissioner, in good faith, regarding any issues that arise from the Contractor retaining such confidential information. If the Commissioner does not request such information, or the Law does not require otherwise, such information will be maintained in accordance with the requirements set forth in the Contract Documents.

AF. PRICES TO INCLUDE. No direct payment will be made for costs incurred in complying with the foregoing Special Provisions, unless otherwise provided. Said costs will be deemed to have been included in the prices bid for all the scheduled contract items.

(B)HIGHWAY PROJECT SPECIFIC PROVISIONS

1. **SPECIAL EVENTS.** Where the Contractor is notified of a Special Unscheduled Event, such as a civic parade or other official activity, party, etc., then the Holiday Embargo restrictions under Article C, above, shall apply. Temporary restoration of the streets and sidewalks and subsequent removal, if required, for those Special Unscheduled Event periods will be paid for under the appropriate scheduled items 4.02 CB and 6.02 AAN and the Contractor will be granted an extension of time, for the completion of the work, equal to the duration of the ordered shutdown.

2. **THE CONTRACTOR IS NOTIFIED** that should human remains be encountered during the course of work, the work must be stopped immediately pending the Office of Chief Medical Examiner and the New York Police Department notification and review.

3. **INSPECTION FORM / TECHNICAL INFEASIBILITY FORM (TIF).**

   a. Prior to the determination of Substantial Completion for the Project, all locations constructed under this Contract must be substantially completed and accompanied by an approved PRISM inspection form and where applicable, approved technical infeasibility form(s).

   b. The approved PRISM inspection form will be the determination made by the Engineer informing the contractor that the pedestrian ramps are accepted or rejected as non-compliant with Contract Specifications and thereby instructing the contractor to reconstruct the rejected pedestrian ramps at no cost to the City.

   c. If a rejected pedestrian ramp can be justified as built to the maximum Extent Technically Feasible, as defined by the United States Access Board, then the Contractor must submit a completed Technical Infeasibility Form (TIF) no later than two (2) weeks after construction and submit it to the Engineer for approval. All TIFs submitted to the Engineer must be signed and sealed by a licensed Professional Engineer registered in New York State. No separate payment will be made to the Contractor for services of Professional Engineer and the price to be deemed included into the price of all pedestrian ramp items. All TIFs must be approved by the Engineer otherwise the pedestrian ramp must be re-installed to be ADA compliant at no additional cost to the City.

      The PRISM inspection form may be found at the following website:

      https://www.nycpedramps.info/sites/default/files/2023-03/TI_23-001_Pedestrian_Ramp_Inspection_Application_PRISM.pdf

      The TIF may be found at the following website:

      https://www.nycpedramps.info/sites/default/files/2023-01/DOT_Technical-Infeasibility-Form_v2.0.pdf

4. **CAPACITY**

(A) Required Production Rates. This Contract is being bid for replacement of approximately 4,590 linear feet of different type of curb and approximately 18,590 sf of concrete sidewalk that including approximately six (6) pedestrian ramps with the requirement that the Contractor has the capacity to successfully execute up to **10** simultaneous Locations and complete a minimum of **20** Locations (A Location defined as any place on the street block sidewalk where replacement of the curb is requested including minimum of 2 feet wide concrete sidewalk repair / restoration and pavement key restoration. It is assumed monthly rate of approximately 400 linear feet of curb repair / restoration.) per month during the construction season. Failure to comply may result in the Contractor being declared in default of the Contract under the requirements of Article 48 of the Standard Construction Contract.

(B) Capacity for Contract Award. Prior to award, the Contractor must prove that the Contractor meets the following capacity requirements:

i. Cash Flow. The Contractor must show financial statements showing that the Contractor has sufficient access to liquid capital equal to or greater than 25% of the total Bid Price.

ii. Equipment. The Contractor must show access to sufficient equipment, particularly backhoes and dump trucks, to meet the required production rates in Article (A) above. In order to show access to sufficient equipment, the Contractor must identify the quantities of equipment necessary to meet the required production rates.

iii. Manpower. The Contractor must show access to sufficient craft labor to meet the required production rates in Article (A) above.

iv. Supervision. The Contractor must identify the field supervisors or superintendents who will supervise the work under this contract. The identified superintendents and supervisors must attend the pre-award meeting. For each superintendent and supervisor, the Contractor must provide the resume and relevant experience of the individual, including, at a minimum, all relevant experience of the individual for the three (3) years prior to the bid date. Sufficient superintendents must be identified and provided, but in any event not less than one (1) superintendent for every four (4) work crews.

5. **LOCATIONS** This Contract will be for work City Wide. The Engineer will select and obtain Locations for submission to the Contractor. Locations for this contract will be furnished to the Contractor by written Work Order.

The Contractor is advised that no minimum quantity of curb installation or other items under this contract is guaranteed at any one specific location.

The Contractor is hereby notified that curb locations selected for this contract may be generally along heavily traveled pedestrian routes with a minimal amount of locations in low density residential areas. It is the intent of this contract to replace damaged or missing curbs. Curb installation will be strictly limited to damaged or missing curbs only and not for replacement of sidewalk beyond the limit of two (2') feet limit adjacent to the new curb face irrespective of its condition. The length of curb replacement varies from block to block. If the existing curb has damage in part of its length and the remaining curb in the block is in good condition, then only that damaged length of curb shall be replaced. If the existing curb has damage in part of its length but the remaining curb in the block is in bad and/or deteriorating condition, then the curb in the entire block length shall be replaced. However, the exact limits of curb replacement at each location will be as determined solely by the Engineer.

The Contractor shall be responsible for safety of existing structures such as existing curbs, sidewalks, trees, hydrants and hydrant fenders, streetlights and traffic signal poles, traffic and street name signs, street hardware, etc., outside the scope of the work owned by the City.

Where steel faced concrete curb is required in a driveway area, the curb shall be depressed as required by the NYC Department of Transportation Standard Details of Construction and paid for under Item 4.09 BD-S, Depressed Steel Faced Concrete Curb

At locations where the Contractor is working adjacent to existing trees where the tree roots may interfere with standard installation of curb or sidewalk, the Contractor shall utilize Items 4.13 AAT, 4.14 W and 8.02 AB-S, as directed by the Engineer, in order to mitigate construction trauma to trees. Existing tree pit size may be enlarged, where and as ordered by the Engineer, in order not to damage tree roots.

When the Contractor's work at any location conflicts with work proposed by or with the requirements of other agencies or utility companies or with any other scheduled project, the Engineer may direct the Contractor to defer working at such location and may even delete that location from the contract.

Corner Steel Faced Curb is to be reset only where directed by the Engineer, and payment will be made at the price bid for new corner steel faced curb. Where the existing condition required the Engineer in concurrence with the NYC DOT might order the repair / replacement or construction of new pedestrian ramp. In such case the Contractor must follow the procedure described in Subsection 6 below.

6. NOTICE TO PROCEED AND WORK ORDERS

(A) Notice to Proceed and Initial Work order. The Contractor is hereby advised that the "Notice to Proceed" and first Work Order, with the work for the first location or group of locations, will be given promptly after registration and, pursuant to Article 8 of the Standard Construction Contract, the Contractor must commence work on the date specified in the written notice signed by the Commissioner.

(B) Issuance of Work Orders. Following issuance of the "Notice to Proceed" and as the need for services arises, the Engineer will issue a written Work Order to the Contractor. The Work Order will include the following:

i. Sketches that specify the locations for the performance of required services;
ii. Estimated quantities of work;
iii. The time frame for completion of all required services, based on the required production rate of **20** Locations per month, typically not more than 30 calendar days per Locations;
iv. The required mobilization period to begin construction, typically fourteen (14) calendar days. Sketches prepared for this project are from visual inspection and the information shown thereon is approximate. The Contractor shall verify the information in the field and discrepancies, if any, shall be reported to the Engineer. The Contractor shall inspect each work location jointly with the Engineer, at least two (2) weeks in advance of the start of construction at each location, to determine possible interferences of the existing facilities with the installation of curb. Where private utility facilities, such as telephone booths, utility poles, electric vaults, etc., interfere with the installation of curb, the Contractor shall notify those private utility facility operators at least two (2) weeks in advance of the starting work at each location. If mail box relocation is required, the Post Office shall be notified. Installation of curb at each location shall not start prior to the removal of interferences, as determined by the Engineer. Where existing bollards, guard booths, non-City-owned signs and sign posts, etc., cause

interference with the installation of curb, they shall be carefully removed and either delivered to the property owner or disposed of away from the site, as directed by the Engineer, at no cost to the City.

(C) Execution of Work Orders. The Contractor must mobilize and begin work within the mobilization period specified in the Work Order and complete the work within the time frame for completion specified in the Work Order.

i. The Contractor must provide sufficient work force crews to successfully execute up to **10** simultaneous Locations. Each work force crew shall be defined as a sufficient number of workers with adequate supervision, support staff and equipment necessary to perform the work efficiently as specified herein and directed by the Engineer. Where the Contractor can demonstrate to the Engineer that the Contractor he has substantially completed work at a corner, the Contractor may be permitted to start work at additional locations, on a one to one basis, at the sole discretion of the Engineer.

ii. In the event the Contractor fails to complete all required services set forth in the Work Order within the specified time frame plus authorized time extensions, liquidated damages will be assessed on a daily basis in the amount specified in Schedule A on Page SA-3.

7. **GUARANTEED MINIMUM** In the event the Contractor is not directed to perform any services hereunder, the City agrees to pay, and the Contractor agrees to accept, a minimum fee of $2,000. The Contractor further agrees that under such circumstances, it has no action for damages or for loss of profits against the City. In addition, if no services are ordered, the City agrees to reimburse the Contractor the actual and reasonable cost of required performance and payment bonds, with no mark up for overhead and profit. In its request for reimbursement, the Contractor shall provide a copy of the cancelled check for the required bonds, as well as any other documentation required by the Commissioner.

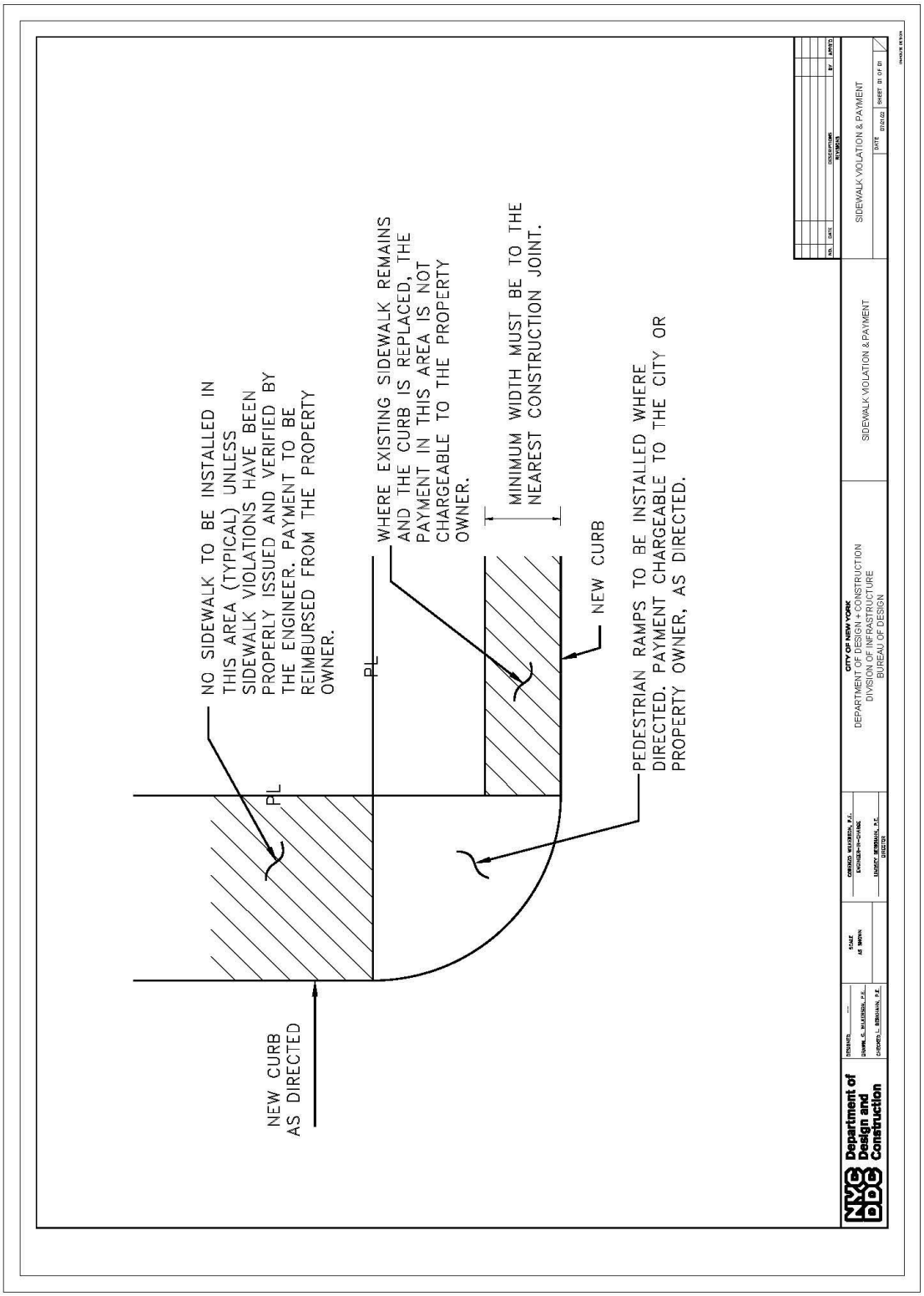
8. **SCHEDULE OF WORK** The Contractor must be required to prepare a progress schedule, in accordance with the requirements of Article 9 of the Contract, based on working at the same time at not more than **10** active locations. Where the Contractor's work operations are not able to meet its approved progress schedule, the Engineer may order the Contractor to provide additional work force as may be necessary. Failure to comply with such orders within seven (7) calendar days after the written notice from the Engineer may result in the Contractor being declared in default of the Contract in accordance with the procedure contained in Article 48 of the Standard Construction Contract.

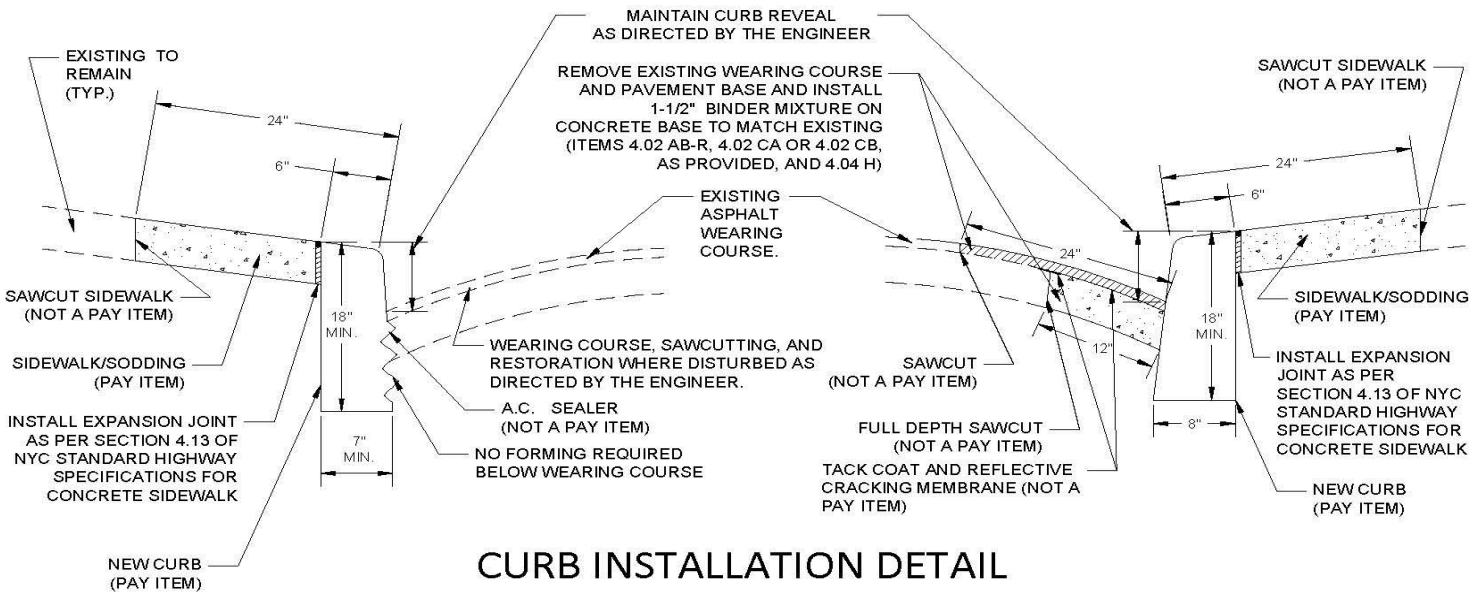
NOTE: THE DEPARTMENT RESERVES THE RIGHT TO:

(A) Substitute alternate and equivalent locations contiguous to the described locations should the need to delete any of the preceding locations arise;
(B) Delete any locations if funding is insufficient to complete all of this work;
(C) Delete any location where any of the following conditions are encountered: a vault structure interferes with construction of ramp; Transit Authority structure interferes with construction of ramp; or, a distinctive or pigmented sidewalk has to be installed; and/or
(D) Delete any item of work where directed by the Engineer.

9. **PRICES TO INCLUDE** No direct payment will be made for costs incurred in complying with the foregoing Special Provisions, unless otherwise provided. Said costs will be deemed to have been included in the prices bid for all the scheduled contract items.

DRAWINGS AND SKETCHES





CURB INSTALLATION DETAIL

CASE I

CASE I TO BE USED FOR AREAS WITH CONCRETE PAVEMENT, INCLUDING REINFORCED CONCRETE BUS STOPS. ANY CONCRETE PAVEMENT DAMAGED BY THE CONTRACTOR MUST BE RESTORED AT NO COST TO THE CITY.

CASE II

WHERE PAVEMENT KEYS OR ANY ROADWAY WORK ADJOINING NEW CURB IS REQUIRED, CASE II MUST BE USED.

NOTE:

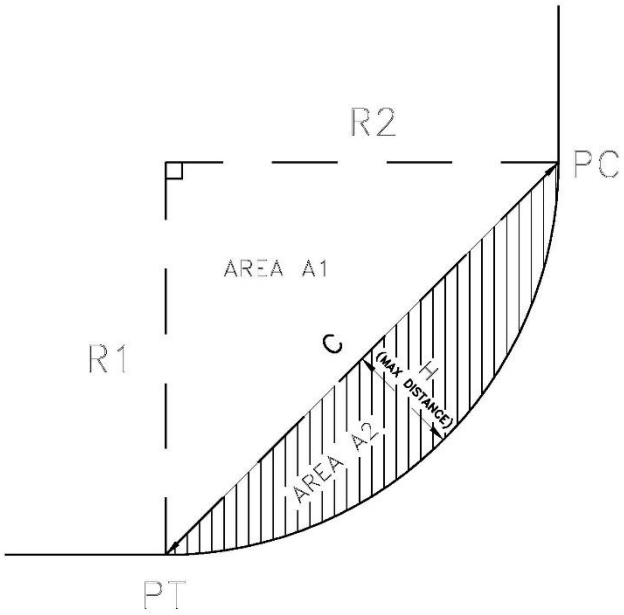
A. ROADWAY AREA RESTORATION:

1. Removal, disposal of existing wearing course, and restoration as indicated will be paid under the appropriate scheduled items. No separate payment will be made for the partial and full depth sawcutting, cost included under other items.
2. At dirt shoulders, the curb trench must be backfilled, compacted and topped with 4" binder mixture where directed and approved by the Engineer, the cost of which will be paid under Binder Mixture or Asphaltic Concrete Mixture, as provided.
3. At Belgian Block pavement covered with asphaltic location, one course of the blocks may be removed and restored with Binder Mixture. At Belgian Block surface pavement locations, the blocks must be reset, unless otherwise directed by the Engineer. The cost of this work is included in the price bid for the curb item.
4. Any pavement markings disturbed on roadway restoration or pavement keys must be restored, paid for under the appropriate scheduled items in Section 6.44 of NYC Standard Highway Specifications.

B. SIDEWALK AREA RESTORATION:

1. The removal, disposal of existing sidewalk and restoration with new sidewalk will be paid for under the appropriate sidewalk item, as per specifications. No separate payment will be made for the partial and full depth sawcutting, cost included under other items.
2. At grass sidewalk areas, the curb must be backfilled, compacted as necessary, and topped with 6" of topsoil and sodded, the cost of which is included in the price bid for the sodding item.

NYC Department of Design & Construction
CURB INSTALLATION DETAIL
10/04/2022



PLAN VIEW OF CORNER QUADRANT (N.T.S.)

NOTES:

1. AREA A1 = $\frac{R1*R2}{2}$
2. AREA A2 = COEFFICIENT * C * H
3. SIDEWALK AREA = A1 + A2

H/C	Coefficient
0.01	0.6667
0.02	0.6669
0.03	0.6671
0.04	0.6675
0.05	0.6680
0.06	0.6686
0.07	0.6693
0.08	0.6701
0.09	0.6710
0.10	0.6720
0.11	0.6731
0.12	0.6743
0.13	0.6756
0.14	0.6770
0.15	0.6785
0.16	0.6801
0.17	0.6818
0.18	0.6836
0.19	0.6855
0.20	0.6875
0.21	0.6896
0.22	0.6918
0.23	0.6941
0.24	0.6964
0.25	0.6989

H/C	Coefficient
0.26	0.7014
0.27	0.7041
0.28	0.7068
0.29	0.7096
0.30	0.7125
0.31	0.7154
0.32	0.7185
0.33	0.7216
0.34	0.7248
0.35	0.7280
0.36	0.7314
0.37	0.7348
0.38	0.7383
0.39	0.7419
0.40	0.7455
0.41	0.7492
0.42	0.7530
0.43	0.7568
0.44	0.7607
0.45	0.7647
0.46	0.7687
0.47	0.7728
0.48	0.7769
0.49	0.7811
0.50	0.7854

NO.	DATE	DESCRIPTIONS REVISIONS	BY	APPRD

Department of Design and Construction

DESIGNED
DRAWN L. WILKERSON, P.E.
CHECKED L. BERKMAN, P.E.

SCALE AS SHOWN

LORENZO W. WILKERSON, P.E. ENGINEER-IN-CHARGE
LINDSEY BERKMAN, P.E. DIRECTOR

CITY OF NEW YORK
DEPARTMENT OF DESIGN + CONSTRUCTION
DIVISION OF INFRASTRUCTURE
BUREAU OF DESIGN

METHOD OF CALCULATION FOR CIRCULAR SEGMENTS AT CORNER QUADRANTS

CALCULATION FOR CIRCULAR SEGMENTS AT CORNER QUADRANTS

DATE 3/23/2022 SHEET NO. OF

4. OCMC STIPULATIONS

OCMC TRAFFIC STIPULATIONS February 24, 2025

OCMC FILE NO: CEC-25-092
CONTRACT NO: HWCB26KR
PROJECT: REPLACEMENT OF CONCRETE, STEEL-FACED, AND GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION – BROOKLYN AND STATEN ISLAND

PERMISSION IS HEREBY GRANTED TO **THE NEW YORK CITY DEPARTMENT OF DESIGN AND CONSTRUCTION (NYC DDC)** AND ITS DULY AUTHORIZED AGENT, TO ENTER UPON AND RESTRICT THE FLOW OF TRAFFIC AT THE LOCATION(S) BELOW FOR THE PURPOSE OF CARRYING OUT THE ABOVE NOTED PROJECT, SUBJECT TO THE STIPULATIONS, AS NOTED BELOW:

I. SPECIAL STIPULATIONS

A. **EMBARGOES** – A CONSTRUCTION EMBARGO WILL APPLY TO THOSE LOCATIONS BELOW WHICH FALL WITHIN THE **HOLIDAY EMBARGO** OR ANY OTHER SPECIAL EVENT/CONSTRUCTION EMBARGOES PUBLISHED BY THE BUREAU OF PERMIT MANAGEMENT AND CONSTRUCTION CONTROL.

B. **BIKE LANES – THE PERMITTEE MUST COORDINATE WITH THE NYC DOT BIKE UNIT (HAYES LORD; HLORD@DOT.NYC.GOV) PRIOR TO PERFORMING ANY WORK OCCUPYING OR IMPACTING A BIKE LANE. THE NYC DOT BIKE UNIT MUST APPROVE ANY SUCH OCCUPANCY / IMPACT PRIOR TO MOBILIZING. THE PERMITTEE MUST COMPLY WITH THE NEW GUIDELINES FOR THE MAINTENANCE & PROTECTION OF TRAFFIC PLAN FOR CYCLING, WHICH ARE AVAILABLE AT:**

https://www1.nyc.gov/html/dot/downloads/pdf/bike-mpt-guidelines.pdf

C. **BUS STOPS/BUS ROUTES** – THE PERMITTEE SHALL PROVIDE WRITTEN NOTICE TO NYC DOT OCMC AND NEW YORK CITY TRANSIT (NYCT) A MINIMUM OF FIVE (5) WEEKS IN ADVANCE FOR LANE/STREET CLOSURES THAT AFFECT BUS STOPS/BUS ROUTES. NYCT MUST APPROVE ANY PROPOSED IMPACT PRIOR TO THE PERMITTEE MOBILIZING.

BRONX	MICHAEL WALLIN (MICHAEL.WALLIN@NYCT.COM)
BROOKLYN	BRENNAN ORTIZ (BRENNAN.ORTIZ@NYCT.COM)
MANHATTAN	PHILIP SPEIDEL (PHILIP.SPEIDEL@NYCT.COM)
QUEENS	JIE LI (JIE.LI@NYCT.COM)
STATEN ISLAND	COLIN HARRINGTON (COLIN.HARRINGTON@NYCT.COM)

D. **ACCESS TO ABUTTING PROPERTIES – THE PERMITTEE SHALL COORDINATE ALL ACTIVITIES WITH ABUTTING PROPERTY OWNERS TO ENSURE ACCESS IS PROVIDED TO/FROM ALL BUILDING/BUSINESS ENTRANCES, DRIVEWAYS, AND GARAGES AND THAT SUBWAY ENTRANCES ARE MAINTAINED OPEN AT ALL TIMES. THE PERMITTEE SHALL COORDINATE WITH ALL AFFECTED BUSINESSES PRIOR TO MOBILIZING.**

E. **STORAGE AREAS: THE PERMITTEE MAY OCCUPY A MAXIMUM OF SIXTY (60) LINEAR FEET AND EIGHT (8) FEET ADJACENT TO THE CURB PROVIDED THAT SPACE FALLS WITHIN A DEDICATED PARKING LANE. THERE MUST BE NO IMPACT TO BIKE LANES, BUS STOPS, NO STANDING/STOPPING ANYTIME ZONES, DRIVEWAYS, LOADING BAYS, PEDESTRIAN CROSSWALKS OR AUTHORIZED PARKING ZONES.**

F. **TURNING RADIUS: THE PERMITTEE MUST ENSURE APPROPRIATE VEHICULAR TURNING RADIUS IS PROVIDED AND MAINTAINED AT ALL TIMES. TURNING RADIUS MUST ACCOMMODATE AT A MINIMUM A SCHOOL BUS, FIRETRUCK AND SU-30 TRUCK.**

G. **SPECIAL COORDINATION: PRIOR TO MOBILIZING, THE PERMITTEE MUST COORDINATE WITH ANY AND ALL SCHOOLS, FDNY/EMS FIREHOUSES/FACILITIES, NYPD PRECINCTS, HOSPITALS AND MEDICAL CENTERS, HOUSES OF WORSHIP AND ALL POST OFFICES AND LIBRARIES PRESENT WITHIN ANY STREET SEGMENT APPROACHING / EXITING AN INTERSECTION WHERE CORNER PEDESTRIAN RAMP WORK SHALL OCCUR, OR WITHIN ANY STREET SEGMENT WHERE MID-BLOCK PEDESTRIAN RAMP WORK SHALL OCCUR.**

H. **BIKE SHARE STATIONS:** THE PERMITTEE SHALL NOT REMOVE, RELOCATE, DAMAGE OR DISRUPT THE OPERATION OF EXISTING BIKE SHARE STATIONS WITHOUT FIRST CONTACTING NYC BIKE SHARE AT 855-245-3311 FOR THEIR REQUIREMENTS PRIOR TO COMMENCING WORK.

I. **NYC DOT STREET FURNITURE:** THE PERMITTEE SHALL NOT MOVE, DAMAGE OR DISRUPT ANY EXISTING WALKNYC WAYFINDING SIGNS, BIKE RACKS, BENCHES, LEANING BARS, GRANITE BLOCKS, OR PLANTERS ON THE SIDEWALK OR ROADWAY. THE PERMITTEE MUST CONTACT NYC DOT VIA EMAIL AT STREETFURNITUREUNIT@DOT.NYC.GOV A MINIMUM OF TWO (2) WEEKS PRIOR TO COMMENCING ANY WORK WHICH IMPACTS ON THE STREET FURNITURE.

I. SPECIAL STIPULATIONS (CONTINUED)

J. **NYC DOT SIGNALS SYNCHRO TRAFFIC ANALYSIS REQUIREMENT: PRIOR TO COMMENCING WORK, THE PERMITTEE MAY BE REQUIRED TO PERFORM A TRAFFIC STUDY AND SYNCHRO ANALYSIS IF PROPOSED CONSTRUCTION WILL RESULT IN A LANE REDUCTION, WHICH REMAINS IN EFFECT FOR A PERIOD OF FIVE (5) DAYS OR MORE. A SYNCHRO ANALYSIS WILL NOT BE REQUIRED FOR MAJOR CLOSURES OR LANE REDUCTIONS OCCURRING DURING NIGHTTIME HOURS OF 9:00PM AND 5:00AM. FOR FURTHER DETAILED REQUIREMENTS RELATED TO TRAFFIC STUDY AND SYNCHRO ANALYSIS PREPARATION, THE PERMITTEE SHALL CONTACT NADY IBRAHIM OF THE NYC DOT TRAFFIC SIGNAL TIMING UNIT AT 212-839-3371 (NIBRAHIM@DOT.NYC.GOV).**

K. **PROTECTION OF NYC DEP GREEN INFRASTRUCTURE:** THE PERMITTEE SHALL TAKE PRECAUTION OF NYC DEP GREEN INFRASTRUCTURE IN THE RIGHT-OF-WAY. PERMITTEE MUST CONTACT NYC DEP 48 BUSINESS HOURS BEFORE CONSTRUCTION STARTS AT GIUTILITY@DEP.NYC.GOV FOR FURTHER INSTRUCTION ON HOW TO PROCEED. ALSO, THE PERMITTEE MUST FOLLOW NYC DEP'S GREEN INFRASTRUCTURE PROTECTION REQUIREMENTS AT **HTTPS://WWW1.NYC.GOV/SITE/DEP/WATER/GREEN-INFRASTRUCTURE.PAGE**. PERMITTEE IS RESPONSIBLE FOR RESTORATION, REPLACEMENT, OR RECONSTRUCTION OF DAMAGED DEP GREEN INFRASTRUCTURE ASSETS IMPACTED BY THE PERMITTEE AS DIRECTED BY DEP.

L. **PROTECTION OF NYC DEP PERMEABLE PAVEMENT:** THE PERMITTEE SHALL TAKE PRECAUTION OF NYC DEP PERMEABLE PAVEMENT IN THE RIGHT-OF-WAY. PERMITTEE MUST CONTACT NYC DEP 48 BUSINESS HOURS BEFORE CONSTRUCTION STARTS AT GIUTILITY@DEP.NYC.GOV FOR FURTHER INSTRUCTION ON HOW TO PROCEED. ALSO, THE PERMITTEE MUST FOLLOW NYC DEP GREEN INFRASTRUCTURE PROTECTION REQUIREMENTS AVAILABLE AT **https://www1.nyc.gov/site/dep/water/green-infrastructure.page**. PERMITTEE IS RESPONSIBLE FOR RESTORATION, REPLACEMENT OR RECONSTRUCTION OF DAMAGED DEP GREEN INFRASTRUCTURE ASSETS IMPACTED BY THE PERMITTEE AS DIRECTED BY DEP.

M. **STREETLIGHTS / TRAFFIC SIGNALS:** THE PERMITTEE SHALL NOT REMOVE OR RELOCATE EXISTING STREET LIGHTS OR TRAFFIC SIGNALS WITHOUT FIRST OBTAINING APPROVAL FROM NYC DOT STREET LIGHTING / TRAFFIC SIGNALS UNIT.

N. **TRAFFIC CAMERAS, DETECTION/COMMUNICATION EQUIPMENT:** IF AT ANY TIME DURING THE APPROVED WORK, THE PERMITTEE ENCOUNTERS TRAFFIC SURVEILLANCE CAMERAS, DETECTION EQUIPMENT OR ANY TYPE OF COMMUNICATION EQUIPMENT (WIRELESS OR HARD-WIRED) ON ANY NYC DOT FACILITY, THAT IS NOT INCLUDED ON THE DESIGN/BUILD DRAWINGS, THE PERMITTEE SHALL IMMEDIATELY NOTIFY NYC DOT TRAFFIC MANAGEMENT BY PHONE AT 718-433-3390 OR 718-433-3340 AND VIA EMAIL AT TMC@DOT.NYC.GOV AND AWAIT DIRECTION PRIOR TO CONTINUING WORK.

O. **METERS** – THE PERMITTEE SHALL NOT REMOVE OR RELOCATE PARKING METERS WITHOUT FIRST OBTAINING APPROVAL FROM NYC DOT PARKING METER DIVISION AT 718 – 894 – 8651.

P. **TEST PITS** – THE BELOW TRAFFIC STIPULATIONS DO NOT APPLY TO TEST PIT WORK RELATED TO THIS CONTRACT. WORK HOURS AND OTHER REQUIREMENTS FOR TEST PIT OPERATIONS MAY DIFFER FROM THE STIPULATIONS IDENTIFIED BELOW. THE PERMITTEE SHALL BE REQUIRED TO OBTAIN SEPARATE PERMITS RELATED TO TEST PITS.

Q. **NOTIFICATION** – THE PERMITTEE MUST AT LEAST TWO (2) WORKING DAYS BEFORE THE START OF CONSTRUCTION NOTIFY THE NYC FIRE DEPARTMENT, NYC POLICE DEPARTMENT, NYC EMS, LOCAL COMMUNITY BOARD, BOROUGH PRESIDENT'S OFFICE-CHIEF ENGINEER, NYC DOT OCMC OFFICE, AND ALL ABUTTING PROPERTY OWNERS.

R. **TEMPORARY PARKING REGULATIONS/PAVEMENT MARKINGS** – THE PERMITTEE IS REQUIRED TO INSTALL, MAINTAIN AND REMOVE ALL NECESSARY TEMPORARY PARKING AND REGULATORY SIGNS AND PAVEMENT MARKINGS, AND RESTORE THEIR ORIGINAL CONDITION PER NYC DOT STANDARDS, PRIOR TO EXPIRATION OF THEIR PERMIT(S). THE PERMITTEE OR AGENCY PERFORMING PUBLIC OUTREACH SHALL POST AND MAINTAIN ADVISORY SIGNS A MINIMUM OF 48 HOURS PRIOR TO CHANGING EXISTING PARKING REGULATION SIGNS TO APPROVED TEMPORARY CONSTRUCTION PARKING REGULATION SIGNS. THE ADVISORY SIGNS SHOULD BE POSTED ON ALL POLES AND DRIVE RAILS ON THE SEGMENT AFFECTED, INDICATING THE DATE OF THE CHANGE, THE NEW REGULATIONS AND A TELEPHONE NUMBER TO OBTAIN MORE INFORMATION.
   - PER SECTION 2-02 (C)(4) OF THE HIGHWAY RULES, PERMITTEES MUST AFFIX THEIR DEPARTMENT ISSUED FIVE-DIGIT IDENTIFICATION NUMBER USING A WATERPROOF LABEL OR STICKER ON ALL TEMPORARY SIGNS, INCLUDING BUT NOT LIMITED TO TEMPORARY CONSTRUCTION, RAISE PLOW, PARKING OR REGULATORY SIGNS. THE LETTERING MUST BE IN ARIAL FONT, BLACK INK, ¾ INCH IN HEIGHT AND WIDTH, PLACED AT THE LOWER RIGHT-HAND CORNER OF THE FRONT AND THE LOWER LEFT AND RIGHT-HAND CORNERS OF THE BACK OF THE SIGN. THE LABELS/STICKERS MUST BE VISIBLE/LEGIBLE AT ALL TIMES. PERMITTEE MUST REPLACE ANY WORN OR FADED LABELS/STICKERS.

S. **AUTHORIZED PARKING ZONES – PRIOR TO PERFORMING ANY NON-EMERGENCY WORK WHICH IMPACTS AUTHORIZED PARKING, THE PERMITTEE SHALL NOTIFY AND COORDINATE WITH NYC DOT AUTHORIZED PARKING UNIT AT AUTHORIZEDPARKING@DOT.NYC.GOV PRIOR TO OCCUPYING THESE AREAS. STORAGE OF MATERIAL OR EQUIPMENT DURING NON-WORKING HOURS IN AUTHORIZED PARKING ZONES IS PROHIBITED.**

T. **CONSTRUCTION INFORMATIONAL SIGNS** – THIS PROJECT REQUIRES A CONSTRUCTION PROJECT INFORMATIONAL SIGN (CPIS) IN ACCORDANCE WITH NYC DOT HIGHWAY RULE SECTION 2-02 (4) AND (5). CRITERIA AND A PROTOTYPE FOR THIS SIGN MAY BE FOUND ON THE NYC DOT WEBSITE AT: **http://www.nyc.gov/html/dot/downloads/pdf/dot_cpis_directions.pdf**

II. ENHANCED MITIGATIONS

A. **ENHANCED MITIGATIONS FOR PEDESTRIAN FLOW**, INCLUDING METAL FENCING, SHALL BE PROVIDED TO ENSURE PEDESTRIANS STAY WITHIN THEIR DESIGNATED PATH/ROUTE. CERTIFIED FLAGGERS SHALL BE PROVIDED DURING WORKING HOURS, TO ASSIST IN CROSSING PEDESTRIANS TO THE OPPOSITE SIDEWALK OR AROUND THE WORK ZONE. OCMC MAY REQUIRE THE USE OF PEDESTRIAN MANAGERS IN AREAS WHERE THERE IS EXCEPTIONALLY HIGH PEDESTRIAN VOLUME (EX TIMES SQUARE, QUEENSBORO PLAZA, ETC.).

B. **"NO STANDING ANYTIME-TEMPORARY CONSTRUCTION" SIGNS** AND TEMPORARY PAVEMENT MARKINGS SHALL BE INSTALLED AND MAINTAINED AS WARRANTED BY THE MAINTENANCE AND PROTECTION OF TRAFFIC (MPT) REQUIRED TO FACILITATE TRAFFIC MOVEMENTS THROUGH THE WORK ZONE. ALL TEMPORARY SIGNS AND PAVEMENT MARKINGS SHALL BE REMOVED UPON COMPLETION OF THE PROJECT.

C. **COMMUNITY OUTREACH** SHALL BE PROVIDED FOR THE DURATION OF THE PROJECT.

III. MAINTENANCE AND PROTECTION OF TRAFFIC

* For the purposes of this stipulation, the term **"Critical Roadways"** shall pertain to those roadways listed in the NYC DOT Highway Rules, where work restrictions apply during specific hours of the day.

LOCATION(S)	MAINTENANCE AND PROTECTION OF TRAFFIC
NON-CRITICAL ROADWAYS: UP TO 44 FEET IN WIDTH (CURB TO CURB)	1. Work hours shall be as follows: 7:00am – 6:00pm, Mon. to Fri. 9:00am – 2:00pm, Mon. to Fri. (if working in a school zone) 8:00am – 6:00pm, Sat. 9:00am – 6:00pm, Sun. 2. Should "No Standing" rush-hour regulations apply adjacent to or opposite the construction zone, work is restricted during the hours specified on the posted regulation. ***OCMC-Streets should be contacted in writing by the Engineer-in-Charge ONLY if they are requesting a waiver and consideration to work during the restricted hours.*** 3. A school variance (VAR001) is granted to work during school hours as stipulated by OCMC-Streets. a. The contractor must notify the school principal in writing a minimum of 48 hours prior to beginning any work. b. During work hours, the contractor shall fully close the sidewalk and post signs meeting NYC DOT specifications for directing pedestrians to the opposite sidewalk. c. After work hours, shall provide either a 5-foot clear pedestrian walkway on the sidewalk, or a temporary protected 5-foot pedestrian walkway in the roadway. i. Occupancy of No Stopping or No Standing zones and Authorized Parking is prohibited. ii. If providing a temporary protected pedestrian walkway in the roadway, the walkway must be ramped at the exit and re-entry from/to the sidewalk for wheelchair accessibility. 4. The contractor must maintain a minimum of one (1) 11-foot lane for traffic on one-way streets, and two (2) 11-foot lanes for traffic (one (1) 11-foot lane for traffic in each direction) on two-way streets at all times. 5. All pedestrian crosswalks must remain open to pedestrians. 6. The contractor shall not work on opposite sidewalks/curbs simultaneously.

III. MAINTENANCE AND PROTECTION OF TRAFFIC (Continued)

LOCATION(S)	MAINTENANCE AND PROTECTION OF TRAFFIC
NON-CRITICAL ROADWAYS: 45 FEET OR GREATER IN WIDTH (CURB TO CURB)	1. Work hours shall be as follows: 7:00am – 6:00pm, Mon. to Fri. 9:00am – 2:00pm, Mon. to Fri. (if working in a school zone) 8:00am – 6:00pm, Sat. 9:00am – 6:00pm, Sun. 2. Should "No Standing" rush-hour regulations apply adjacent to or opposite the construction zone, work is restricted during the hours specified on the posted regulation. ***OCMC-Streets should be contacted in writing by the Engineer-in-Charge ONLY if they are requesting a waiver and consideration to work during the restricted hours.*** 3. A school variance (VAR001) is granted to work during school hours as stipulated by OCMC-Streets. a. The contractor must notify the school principal in writing a minimum of 48 hours prior to beginning any work. 4. The contractor must maintain a minimum of one (1) 11-foot lane for traffic on one-way streets, and two (2) 11-foot lanes for traffic (one (1) 11-foot lane for traffic in each direction) on two-way streets at all times. 5. The contractor shall provide either a 5-foot clear pedestrian walkway on the sidewalk, or a temporary protected 5-foot pedestrian walkway in the roadway at all times. a. Occupancy of No Stopping or No Standing zones and Authorized Parking is prohibited. b. If providing a temporary protected pedestrian walkway in the roadway, the walkway must be ramped at the exit and re-entry from/to the sidewalk for wheelchair accessibility. 6. All pedestrian crosswalks must remain open to pedestrians. 7. The contractor shall not work on opposite sidewalks/curbs simultaneously.
CRITICAL ROADWAYS:	***NOTE:*** **On some roadways with high pedestrian/vehicular volumes (e.g. Times Square, Downtown Brooklyn, Queensboro Plaza) OCMC-Streets reserves the right to determine the appropriate maintenance and protection of traffic in consultation with the Engineer-in-Charge. In these locations the stipulations identified in this document may not be used.** 1. Work hours shall be as follows: 9:00am – 4:00pm, Mon. to Fri. 9:00am – 2:00pm, Mon. to Fri. (if working in a school zone) 8:00am – 6:00pm, Sat. 9:00am – 6:00pm, Sun. 2. Should "No Standing" rush-hour regulations apply adjacent to or opposite the construction zone, work is restricted during the hours specified on the posted regulation. ***OCMC-Streets should be contacted in writing by the Engineer-in-Charge ONLY if they are requesting a waiver and consideration to work during the restricted hours.*** 3. A school variance (VAR001) is granted to work during school hours as stipulated by OCMC-Streets. a. The contractor must notify the school principal in writing a minimum of 48 hours prior to beginning any work. 4. The contractor must maintain a minimum of one (1) 11-foot lane for traffic on one-way streets, and two (2) 11-foot lanes for traffic (one (1) 11-foot lane for traffic in each direction) on two-way streets at all times. 5. The contractor shall provide either a 5-foot clear pedestrian walkway on the sidewalk, or a temporary protected 5-foot pedestrian walkway in the roadway at all times. a. Occupancy of No Stopping or No Standing zones and Authorized Parking is prohibited. b. If providing a temporary protected pedestrian walkway in the roadway, the walkway must be ramped at the exit and re-entry from/to the sidewalk for wheelchair accessibility. 6. All pedestrian crosswalks must remain open to pedestrians. 7. The contractor shall not work on opposite sidewalks/curbs simultaneously.

IV. GENERAL NOTES

A. **THIS IS NOT A PERMIT.** THIS STIPULATION SHEET MUST BE SUBMITTED WITH ALL REQUESTS FOR PERMITS PERTAINING TO THE ABOVE CONTRACT AND PRESENT AT THE WORK SITE ALONG WITH ALL ACTIVE CONSTRUCTION PERMITS WHEN THE APPROVED WORK IS BEING PERFORMED.

B. THE PERMITTEE MUST COMPLY WITH ALL CONSTRUCTION EMBARGOS ISSUED BY THE NYC DOT INCLUDING THE HOLIDAY EMBARGO.

C. THE PERMITTEE SHALL COMPLY WITH ALL REQUIREMENTS OF THE NYC DOT SPECIAL EVENTS UNIT AS IDENTIFIED BELOW:

1. STREET FAIRS / FESTIVALS
   - ALL EXCAVATIONS MUST BE PLATED WITH SKID RESISTANT PLATES.
   - PLATES MUST BE RECESSED AND FLUSH WITH PAVEMENT.
   - ALL PAVEMENT DEFECTS MUST BE CORRECTED WITHIN OR ADJACENT TO THE WORK ZONE.
   - THE CONTRACTOR IS RESPONSIBLE FOR ANY DEFECTS WITHIN THE IMMEDIATE VICINITY IF NYC DOT STREET & ARTERIAL MAINTENANCE CANNOT MAKE REPAIRS DUE TO PROJECT INTERFERENCE (AS DETERMINED BY NYC DOT).
   - ALL EQUIPMENT, TRAILERS AND MATERIAL STORAGE MUST BE REMOVED.

2. RUNNING / WALKING / BIKING EVENTS
   - ALL EXCAVATIONS MUST BE BACKFILLED AND PAVED OR PLATES MUST BE RECESSED AND PAVED OVER FLUSH WITH PAVEMENT.
   - ALL PAVEMENT DEFECTS MUST BE CORRECTED WITHIN OR ADJACENT TO THE WORK ZONE.
   - THE CONTRACTOR IS RESPONSIBLE FOR ANY DEFECTS WITHIN THE IMMEDIATE VICINITY IF NYC DOT STREET & ARTERIAL MAINTENANCE CANNOT MAKE REPAIRS DUE TO PROJECT INTERFERENCE (AS DETERMINED BY NYC DOT).
   - ALL EQUIPMENT, TRAILERS AND MATERIAL STORAGE MUST BE REMOVED.

3. PARADES
   - ALL EXCAVATIONS MUST BE BACKFILLED AND PAVED OR PLATES MUST BE RECESSED AND PAVED OVER FLUSH WITH PAVEMENT.
   - FORMATION AND DISPERSAL AREA PLATES MUST BE RECESSED AND FLUSH WITH PAVEMENT (PLATES MUST BE SKID RESISTANT).
   - ALL PAVEMENT DEFECTS MUST BE CORRECTED WITHIN OR ADJACENT TO THE WORK ZONE.
   - THE CONTRACTOR IS RESPONSIBLE FOR ANY DEFECTS WITHIN THE IMMEDIATE VICINITY IF NYC DOT STREET & ARTERIAL MAINTENANCE CANNOT MAKE REPAIRS DUE TO PROJECT INTERFERENCE (AS DETERMINED BY NYC DOT).
   - ALL EQUIPMENT, TRAILERS AND MATERIAL STORAGE MUST BE REMOVED.

4. MAYORAL EVENTS
   - ALL EXCAVATIONS MUST BE BACKFILLED AND PAVED OR PLATES MUST BE RECESSED AND PAVED OVER FLUSH WITH PAVEMENT.
   - ALL PAVEMENT DEFECTS MUST BE CORRECTED WITHIN OR ADJACENT TO THE WORK ZONE.
   - THE CONTRACTOR IS RESPONSIBLE FOR ANY DEFECTS WITHIN THE IMMEDIATE VICINITY IF NYC DOT STREET & ARTERIAL MAINTENANCE CANNOT MAKE REPAIRS DUE TO PROJECT INTERFERENCE (AS DETERMINED BY NYC DOT).
   - ALL EQUIPMENT, TRAILERS AND MATERIAL STORAGE MUST BE REMOVED.

D. ALL RELOCATION WORK BY THE UTILITIES SUCH AS; CON EDISON, TELEPHONE, GAS AND CABLE COMPANIES SHALL PRECEDE THE CONTRACTORS' START OF WORK ON ALL AFFECTED ROADWAYS IN THE IMPACTED CONTRACT AREA.

E. THE CONTRACTOR IS ADVISED THAT OTHER CONTRACTORS MAY BE WORKING IN THE GENERAL AREA DURING THE TERM OF THIS STIPULATION. IN WHICH EVENT, THE CONTRACTOR MAY REQUIRE MODIFICATIONS BY THE OCMC-STREETS.

F. THE PERMITTEE IS NOT AUTHORIZED TO ENTER, OCCUPY OR USE ANY PUBLICLY OWNED OR PRIVATELY OWNED, NON-PAVED, LANDSCAPE OR NON-LANDSCAPED LOCATION WITHOUT SPECIFIC WRITTEN PERMISSION. WHEN THE LOCATION IS WITHIN THE RIGHT-OF-WAY OF A LIMITED-ACCESS ARTERIAL HIGHWAY, WRITTEN APPROVAL FROM THE NYC DOT OCMC-HIGHWAYS IS REQUIRED. WHEN THE LOCATION IS WITHIN THE RIGHT-OF-WAY OF A PUBLIC STREET OR PUBLIC PARK, WRITTEN APPROVAL FROM THE NEW YORK CITY DEPARTMENT OF TRANSPORTATION OR NEW YORK CITY DEPARTMENT OF PARKS AND RECREATION IS REQUIRED. WHEN THE LOCATION IS WITHIN THE RIGHT-OF-WAY OF ANY OTHER JURISDICTION SUCH AS PRIVATE PROPERTY, STATE, FEDERAL ETC., IT IS THE PERMITTEE'S RESPONSIBILITY TO DETERMINE THE PROPERTY OWNER AND OBTAIN THE WRITTEN APPROVAL.

G. THE PERMITTEE SHALL ADHERE TO THE NYC DOT BUREAU OF BRIDGES' SPECIAL PROVISIONS FOR LANDSCAPE PROTECTION, MAINTENANCE AND RESTORATION, ITEMS 1.18.15 THROUGH 1.18.19, WHENEVER AND WHEREVER ANY OF THE PERMITTEE'S ACTIVITIES OCCUR WITHIN A LIMITED ACCESS ARTERIAL HIGHWAY RIGHT - OF - WAY.

H. NO DEVIATION OR DEPARTURE FROM THESE STIPULATIONS WILL BE PERMITTED WITHOUT THE PRIOR WRITTEN APPROVAL FROM THE OCMC-STREETS. REQUEST FOR SUCH MODIFICATIONS SHALL BE SUBMITTED TO THE OFFICE OF THE OCMC-STREETS, NEW YORK CITY DEPARTMENT OF TRANSPORTATION, A MINIMUM OF TWENTY (20) DAYS IN ADVANCE FOR CONSIDERATION.

IV. GENERAL NOTES (CONTINUED)

I. FOR ANY CONSTRUCTION ACTIVITY RESULTING IN THE FULL CLOSURE OF A ROADWAY FOR MORE THAN 180 CONSECUTIVE CALENDAR DAYS, THE CONTRACTOR MUST PRODUCE AND SUBMIT A COMMUNITY REASSESSMENT, IMPACT AND AMELIORATION (CRIA) STATEMENT TO NYC DOT PLANNING AND OBTAIN THEIR APPROVAL BEFORE APPLYING FOR PERMITS, IN COMPLIANCE WITH THE PROVISIONS OF LOCAL LAW 24 STREET CLOSURE LAW.

J. FOR THIS PROJECT THE CONTRACTOR SHALL FURNISH, INSTALL AND MAINTAIN ALL NECESSARY ADVANCE WARNING AND DETOUR SIGNS, TEMPORARY CONTROL DEVICES, BARRICADES, LIGHTS AND FLASHING ARROW BOARDS IN ACCORDANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES," THE TYPICAL SCHEMES INCLUDED IN THIS SPECIFICATION; AND AS ORDERED BY THE ENGINEER-IN-CHARGE AND THE OCMC-STREETS.

K. THE CONTRACTOR SHALL BE RESPONSIBLE FOR IDENTIFYING HIS CONSTRUCTION SIGNAGE. THE IDENTIFICATION SHALL INCLUDE THE CONTRACTOR'S NAME, SPONSORING AGENCY NAME AND THE CONTRACT NUMBER. THE IDENTIFICATION SHALL BE PLACED ON THE BACK OF THE SIGN. THE LETTERING SHALL BE THREE (3) INCHES HIGH.

L. THE OCMC-STREETS RESERVES THE RIGHT TO VOID OR MODIFY THESE STIPULATIONS SHOULD CONSTRUCTION FAIL TO COMMENCE WITHIN TWO (2) YEARS OF THE SIGNED DATE OF THESE STIPULATIONS.

Duane Barra

DUANE BARRA
DIRECTOR
OCMC-STREETS

Duane Barra

FOR NICOLAS DAGHER
EXECUTIVE DIRECTOR
OCMC

5. MANDATORY MPT WORK

Department of Design and Construction

MAINTENANCE & PROTECTION OF TRAFFIC GUIDELINES

(FOR STANDARD PEDESTRIAN RAMP & SIDEWALK CONTRACTS)

NOVEMBER 2022

NOTES:
1- ITEMS IN COLUMN (2) WILL ONLY BE PAID IF THEY ARE FOUND IN THE BID SCHEDULE WITH THE EXCEPTION OF ADA COMPLIANT TEMPORARY PEDESTRIAN RAMP WHICH IS NOT A PAY ITEM.
2- IF ITEM NUMBER 6.70 (-G, -P, -R, -S), LUMP SUM IS IN THE BID SCHEDULE THEN ITEM NUMBERS IN COLUMN (2) WILL BE DEEMED INCLUDED IN THE PRICE OF ITEM NUMBER 6.70 (-G, -P, -R, -S).

LEGEND (1)	ITEM NUMBER (2)
CONSTRUCTION WORK AREA	
FLASHING ARROW BOARD	9.99 (A, D, M, AD, AM) AS PER SITE CONDITIONS
ONE WAY TRAFFIC (EXISTING)	
TWO-WAY TRAFFIC (EXISTING)	
NEW TRAFFIC DIRECTION DURING CONSTRUCTION	
LIGHTED TIMBER BARRICADE	6.28AA
TIMBER CURB (WITH ORANGE FENCING)	6.26
PEDESTRIAN CHANNELIZER	7.35
SURFACE APPLIED DETECTABLE WARNING UNITS (TEMPORARY)	4.13 DSAT
PLASTIC BARRELS	6.87
TEMPORARY SIGN WITH TEXT	6.25RS
CROSSING GUARD	6.52 CG
UNIFORMED FLAGPERSON (FEDERALLY FUNDED PROJECTS ONLY)	6.52 FED
ADA COMPLIANT TEMPORARY PEDESTRIAN RAMP (SECTION 7.70 TPR)	NOT A PAY ITEM

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REVISED OCTOBER 2023

PR MPT 1

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

PR MPT 1

MAINTENANCE AND PROTECTION OF TRAFFIC

GENERAL NOTES

GENERAL NOTES
APPLICABLE TO ALL STAGES

1. THESE GUIDELINES COVER THE MINIMUM REQUIREMENTS FOR A TYPICAL STREET INTERSECTION. THE ENGINEER RESERVES THE RIGHT TO REQUEST ADDITIONAL P.E. STAMPED MAINTENANCE AND PROTECTION OF TRAFFIC (MPT) PLANS ON A CASE-BY-CASE BASIS.

2. THE CONTRACTOR MUST NOTIFY THE DEPARTMENT OF TRANSPORTATION'S OFFICE OF CONSTRUCTION MITIGATION AND COORDINATION (O.C.M.C.) (TELEPHONE NO. 1-212-839-9621) AND THE DIVISION OF TRAFFIC OPERATIONS (TELEPHONE NO. 1-718-433-3370) AT LEAST 20 DAYS BEFORE THE START OF CONSTRUCTION TO SCHEDULE A PRE-CONSTRUCTION MEETING.

3. PRIOR TO ANY WORK PERMITS BEING ISSUED, A PRE-CONSTRUCTION MEETING WILL BE HELD TWENTY (20) DAYS IN ADVANCE BY DDC CONSTRUCTION. AT THAT TIME, THE CONTRACTOR MUST PROVIDE A CONSTRUCTION SCHEDULE TO THE ENGINEER. ARRANGEMENTS FOR THE MEETING WILL BE COORDINATED BY DDC CONSTRUCTION.

4. ADDITIONAL MPT DEVICES MAY BE REQUIRED. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING MPT CONFORMING TO THE REQUIREMENTS OF THE ENGINEER, O.C.M.C., THE CONTRACT AND SPECIFICATIONS SET FORTH IN THE LATEST EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREETS AND HIGHWAYS (MUTCD).

5. CONSTRUCTION SEQUENCE: UNLESS OTHERWISE DIRECTED OR APPROVED BY THE ENGINEER, THE CONSTRUCTION MUST BE COMPLETED IN THE FOLLOWING SEQUENCE:

   CONSTRUCTION OF NEW CURBS

   CONSTRUCTION OF NEW SIDEWALKS AND PEDESTRIAN RAMPS

   THE CONTRACTOR MUST WAIT 24 HOURS AFTER THE POURING OF THE NEW CURBS BEFORE THE CONSTRUCTION OF NEW SIDEWALKS.

6. TO PERMIT ADEQUATE VISIBILITY AT INTERSECTION AREAS, ALL BARRICADES MUST BE PLACED SO AS NOT TO HINDER PEDESTRIAN OR VEHICULAR SIGHT LINES.

7. EXCAVATIONS MUST BE COMPLETELY ENCLOSED WITH TIMBER CURBS, LIGHTED BARRICADES, AND PEDESTRIAN CHANNELIZERS UNLESS OTHERWISE SHOWN HEREIN OR DIRECTED BY THE ENGINEER. ALL BOUNDARIES BETWEEN CONSTRUCTION WORK AREAS AND TEMPORARY PEDESTRIAN WALKWAYS IN THE ROAD MUST BE CLEARLY AND CONTINUOUSLY DELINEATED WITH ADA COMPLIANT PEDESTRIAN CHANNELIZERS AS SHOWN ON THE MPT PLANS AND AS APPROVED OR DIRECTED BY THE ENGINEER.

8. ALL INTERSECTIONS MUST BE OPEN TO TRAFFIC AFTER WORKING HOURS.

9. MAINTENANCE OF PEDESTRIAN ACCESS TO ALL ABUTTING PROPERTIES, ENTRANCES, AND EXITS FROM DWELLINGS, EMERGENCY EXITS AND PEDESTRIAN USAGE OF CROSSWALK AND SIDEWALK AREAS BOTH NEW AND EXISTING MUST BE CONTINUOUS AT ALL TIMES.

10. THE CONTRACTOR MUST PROVIDE ACCESS FOR EMERGENCY TRAFFIC, SCHOOL BUSES AND LOCAL TRAFFIC AT ALL TIMES UPON DEMAND. THE CONTRACTOR WILL BE REQUIRED TO MOVE AND RESTORE BARRICADES AS ORDERED BY THE ENGINEER FOR ACCESS AT NO COST TO THE CITY.

11. ALL SIGNS AND BARRICADES MUST CONFORM TO STANDARDS SPECIFIED IN THE NATIONAL "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES" (EXCEPT WHERE OTHERWISE REQUIRED HEREIN) WHERE APPLICABLE AND APPROVED BY THE ENGINEER.

12. ALL ADVANCE WARNING SIGNS MUST BE INSTALLED BETWEEN 150 AND 200 FEET BEFORE THE CONSTRUCTION ZONE. ALL "END ROAD WORK" SIGNS MUST BE INSTALLED 200 FEET AFTER THE CONSTRUCTION ZONE. TWO (2) 24"X24" ORANGE FLEXIBLE PLASTIC FLAGS MUST BE ATTACHED TO THE TWO SIDE CORNERS OF EACH DIAMOND SHAPED ADVANCE WARNING SIGN.

13. ALL IDENTIFICATION MARKINGS ON BARRELS MUST NOT FACE TRAFFIC AND MUST BE BELOW THE BOTTOM REFLECTORIZED BAND.

14. THE CONTRACTOR IS REQUIRED TO INSTALL TEMPORARY PAVEMENT MARKINGS AFTER THE EXISTING MARKINGS ARE REMOVED. THIS OPERATION MUST BE DONE ON THE SAME DAY. WHEN THE TEMPORARY MARKINGS ARE NO LONGER NECESSARY, THEY MUST BE OBLITERATED BY SCARIFICATION, UNTIL THEY ARE NO LONGER VISIBLE AT NO ADDITIONAL COST TO THE CITY.

15. THE CONTRACTOR MUST EMPLOY AND ASSIGN CROSSING GUARD/FLAGPERSON AT LOCATIONS SPECIFIED BY THE ENGINEER AND TRAFFIC ENFORCEMENT AGENTS WHEN STIPULATED BY O.C.M.C., TO ASSIST IN CONTROLLING THE FLOW OF TRAFFIC AS REQUIRED AND DIRECTED BY THE ENGINEER.

16. ALL CONTRACTOR'S VEHICLES, EQUIPMENT AND PERSONNEL MUST BE KEPT WITHIN THE DESIGNATED WORK AREAS.

17. NOTWITHSTANDING PROVISIONS HEREIN CONTAINED, IT REMAINS THE CONTRACTOR'S RESPONSIBILITY TO IMPLEMENT MINOR ADDITIONAL MEASURES THAT ARE NECESSARY TO PROVIDE FOR AND MAINTAIN THE SAFETY OF VEHICULAR TRAFFIC AND PEDESTRIANS DURING CONSTRUCTION. THE PROVISION AND USE OF SUPPLIES SUCH AS TRAFFIC CONES, HIGH VISIBILITY RIBBONS, AND FLAGS WHERE NECESSARY OR DIRECTED BY THE ENGINEER, WILL BE CONSIDERED AS MINOR AND INCIDENTAL ITEMS. PAYMENT TO BE INCLUDED IN THE PRICE BID FOR ALL SCHEDULED ITEMS.

18. PEDESTRIAN CHANNELIZATION DEVICES MUST BE PROVIDED BETWEEN PEDESTRIAN CIRCULATION PATHS AND WORK ZONES, WHEREVER PEDESTRIANS ARE DETOURED INTO THE ROADWAY. ALL PEDESTRIAN CHANNELIZATION DEVICES MUST BE ADA COMPLIANT AND MUST HAVE A CONTINUOUS DETECTABLE EDGE. THE USE OF CONES, PLASTIC BARRELS, STEEL PEDESTRIAN BARRICADES, OR CAUTION TAPE STRETCHED BETWEEN TRAFFIC CONTROL DEVICES ARE NOT ADEQUATE AND NOT ACCEPTABLE.

19. PEDESTRIAN DETOURS/TEMPORARY PEDESTRIAN WALKWAYS, FOR ALL STAGES IN CONSTRUCTION, MUST BE ACCESSIBLE AND MEET CURRENT ADA REQUIREMENTS.

20. AN ADA COMPLIANT TEMPORARY PEDESTRIAN RAMP MUST BE PROVIDED WHEN PEDESTRIANS ARE BEING DETOURED OFF THE SIDEWALK AND ONTO THE ROADWAY AND THERE IS NO EXISTING PEDESTRIAN RAMP OR IF EXISTING PEDESTRIAN RAMP IS NON-ADA COMPLIANT. NO PAYMENT WILL BE MADE FOR ADA COMPLIANT TEMPORARY PEDESTRIAN RAMP.

21. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH OTHER CONTRACTORS WHO HAVE ON-GOING STREET IMPROVEMENT CONSTRUCTION IN THE AREA AND/OR WITHIN THE PROJECT LIMITS AND WILL ARRANGE THE PROJECT'S SCHEDULE OF CONSTRUCTION IN SUCH A TIME FRAME AS NOT TO DISRUPT OR INTERFERE WITH THE WORKABILITY OF EITHER MAINTENANCE OF TRAFFIC PLAN.

22. NO DEVIATION OR DEPARTURE FROM THE O.C.M.C. TRAFFIC STIPULATIONS WILL BE PERMITTED WITHOUT THE PRIOR WRITTEN APPROVAL FROM O.C.M.C. REQUEST FOR SUCH MODIFICATIONS MUST BE SUBMITTED TO O.C.M.C. A MINIMUM OF TWENTY (20) DAYS IN ADVANCE FOR CONSIDERATION.

23. THE CONTRACTOR MUST PROVIDE STORAGE AREAS OFF THE JOB SITE AS REQUIRED (NO SEPARATE PAYMENT). SEE NYC DEPARTMENT OF TRANSPORTATION (DOT) STANDARD DETAILS OF CONSTRUCTION DRAWING #H-1057 FOR MAINTENANCE OF TRAFFIC DEVICES REQUIRED AT THESE STORAGE AREAS.

24. PROVISIONS FOR BUSES AND PASSENGERS:

   a. THE CONTRACTOR MUST MAINTAIN ACCESS TO AND EGRESS FROM BUSES AT ALL TIMES DURING EXECUTION OF THE WORK BY TEMPORARILY RELOCATING BUS STOPS AS DIRECTED AND APPROVED BY THE ENGINEER.

   b. THE CONTRACTOR MUST NOT COMMENCE WORKING IN THE AREA OF ANY EXISTING BUS STOP UNTIL IT HAS BEEN TEMPORARILY RELOCATED AS DIRECTED AND APPROVED BY THE ENGINEER.

   c. THE CONTRACTOR MUST KEEP THE AREA TO WHICH A BUS STOP IS RELOCATED FREE FROM AND UNDISTURBED BY ANY CONSTRUCTION ACTIVITY OR OTHER IMPEDIMENT DURING THE PERIOD OF IT'S USE AS A BUS STOP.

   d. ADJUSTMENT TO BUS STOP NO STANDING, BUS LAYOVER, BUS PARKING SIGNS, OR ANY OTHER SUCH SIGNS AND SUPPORTS WHICH ARE LIKELY TO BE AFFECTED BY THE PROJECT AND/OR FOR CONFIRMING BUS STOP LOCATIONS FOR THE INSTALLATION OF NEW BUS PADS, NEW CURB CUTS, TREES, TREE PITS, FIRE HYDRANT, BIOSWALE ETC. WILL REQUIRE COORDINATION THROUGH:

      TAJINDER JASSAL
      DIRECTOR, BUS STOP MANAGEMENT GROUP
      NYC DEPARTMENT OF TRANSPORTATION
      58-50 57TH ROAD, ROOM # 209
      MASPETH, NY 11378

      BUS ROUTES AFFECTED BY THE PROJECT MAY REQUIRE BUS DIVERSIONS. ARRANGEMENTS WILL BE MADE THROUGH:

      MS. SARAH WYSS
      ACTING DIRECTOR, OPERATIONS PLANNING
      NEW YORK CITY TRANSIT
      2 BROADWAY, 17TH FLOOR
      NEW YORK, NY 10004
      646.252.5517

      TEMPORARY RELOCATION OF BUS STOP SIGNS WILL INCLUDE:

      CONTRACTOR WILL PAY A FEE PER BUS STOP TO NYC DOT TO RELOCATE BUS STOP SIGNS, BUS LAYOVER SIGNS, BUS PARKING SIGN OR RELATED POLES. CONTRACTOR MAY NOT REMOVE AND/OR BAG THE AFFECTED SIGNS AND POLES ABOVE. NO SEPARATE PAYMENT WILL BE MADE TO THE CONTRACTOR FOR THIS WORK.

      THE INSTALLATION OF ONE "BUS STOP RELOCATED" SIGN (BLACK LETTERS ON ORANGE BACKGROUND) ON EXISTING POST, WITH THE FOLLOWING LEGEND:

      CONSTRUCTION AREA
      BUS STOP HAS BEEN
      RELOCATED

      LETTER SIZE 1" HIGH
      SPACING 1/2"

      THE INSTALLATION OF ONE "BUS STOP RELOCATION" SIGN (BLACK LETTERS ON ORANGE BACKGROUND) WITH THE FOLLOWING LEGEND:

      NEAREST BUS STOP
      IS @INSERT STREET INTERSECTION)

      LETTER SIZE 1" HIGH
      SPACING 1/2"

   e. THE CONTRACTOR MAY NOT WORK WITHIN AN AREA IN WHICH A BUS STOP HAS BEEN TEMPORARILY RELOCATED UNTIL REQUIRED WORK WITHIN THE AREA OF THE PERMANENT BUS STOP THEREOF HAS BEEN SUBSTANTIALLY COMPLETED INCLUDING TEMPORARY PAVEMENT RESTORATION, AND UNTIL THE AREA OF THE PERMANENT BUS STOP HAS BEEN RESTORED TO PUBLIC USE TO THE SATISFACTION AND APPROVAL OF THE ENGINEER.

25. THE CONTRACTOR IS REQUIRED TO MAINTAIN EXISTING BICYCLE FACILITIES WITH A SMOOTH RIDING SURFACE AND FREE OF DEBRIS OR OTHER OBSTRUCTIONS, AT ALL TIMES. IF THIS IS NOT POSSIBLE A TEMPORARY BICYCLE DETOUR PLAN MUST BE PREPARED BY THE CONTRACTOR AND SUBMITTED TO O.C.M.C. FOR APPROVAL.

26. FOR ANY CHANGES IN PARKING REGULATIONS DURING THE CONSTRUCTION, IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSTALL, MAINTAIN AND RELOCATE THE EXISTING SIGNS, IN ACCORDANCE WITH O.C.M.C. STIPULATIONS OF ADVANCED NOTICE.

27. "NO STANDING" SIGNS TO BE INSTALLED WHERE REQUIRED AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO THE START OF WORK IN EACH SECTION AND REMOVED WITHIN TWENTY- FOUR HOURS AFTER COMPLETION OF THE WORK IN THAT SECTION. ALL SIGNS MUST BE OBTAINED FROM NYC DOT.

28. ALL TEMPORARY SIGNS FOR PEDESTRIAN TRAFFIC ARE TO BE SECURED TO PEDESTRIAN STEEL BARRICADES OR PEDESTRIAN CHANNELIZERS.

29. ALL TEMPORARY SIGNS FOR VEHICULAR TRAFFIC ARE TO BE MOUNTED TO LAMPPOSTS OR ON CRASHWORTHY DUAL-SPRING SIGN STANDS PLACED ON THE ROAD. TEMPORARY SIGNS CANNOT BE MOUNTED ON PLASTIC BARRELS. TEMPORARY TRAFFIC SIGNS, INCLUDING THEIR SUPPORTS, MUST NOT IMPEDE PEDESTRIAN WALKWAY WIDTH.

30. THE CONTRACTOR WILL BE PERMITTED TO OCCUPY ONE TEN (10) FEET WIDE TRAFFIC LANE IMMEDIATELY ADJACENT TO THE CURB AS PART OF THE WORK AREA FOR CONDUCTING CONSTRUCTION OPERATIONS DURING WORK PERIODS. AS APPROVED AND DIRECTED BY THE ENGINEER.

31. THE CONTRACTOR MUST SUPPLY, INSTALL, RELOCATE AND MAINTAIN SIGNS AND OTHER APPROVED DEVICES FOR WARNING, CONTROLLING, ROUTING, DIRECTING AND DETOURING TRAFFIC AS INDICATED AND AS DIRECTED BY THE ENGINEER AND IN ACCORDANCE WITH "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES". THE EXACT LOCATION, SIZE, WORDING AND DETAILS OF THE SIGN, PLANTS AND MOUNTINGS, AND OTHER DEVICES WILL BE SUBJECT TO APPROVAL BY THE ENGINEER.

32. A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED IF BOTH OF THE FOLLOWING CONDITIONS EXIST: STREET WIDTH GREATER THAN OR EQUAL TO THIRTY (30) FEET FOR A TWO-WAY STREET, AND STREET WIDTH GREATER THAN OR EQUAL TO NINETEEN (19) FEET FOR A ONE-WAY STREET.

33. IF A FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32, THE CONTRACTOR MUST PROVIDE TWO (2) CROSSING GUARDS/UNIFORMED FLAGPERSON (ONE AT EACH CROSSWALK), ITEM NO. 6.52 CG/6.52 FED, WHEN HEAVY MACHINERY NEEDS TO ACCESS THE WORK AREA AND THE FIVE (5) FOOT WIDE TEMPORARY PEDESTRIAN WALKWAY CANNOT BE MAINTAINED AS APPROVED AND DIRECTED BY THE ENGINEER. THE SOLE PURPOSE OF THESE CROSSING GUARDS IS TO REDIRECT THE PEDESTRIANS SAFELY AROUND THE WORK AREA.

REVISED NOVEMBER 2022

PR MPT 2

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

PR MPT 2

MAINTENANCE AND PROTECTION OF TRAFFIC

GENERAL NOTES - CONSTRUCTION OF NEW CURBS, SIDEWALKS AND RAMPS

CONSTRUCTION OF NEW CURBS

1. THE CONTRACTOR MAY INITIALIZE THE CONSTRUCTION OF NEW CURBS IN A WORK AREA OF 200 FEET LONG ONLY. AFTER A SATISFACTORY START OF THE WORK, AS APPROVED AND DIRECTED BY THE ENGINEER, THE CONTRACTOR WILL BE PERMITTED TO EXTEND THE WORK AREA TO THE MAXIMUM LENGTH OF 600 FEET.
2. PLASTIC BARRELS OR TIMBER CURBS MAY BE USED TO DELINEATE THE WORK AREA AND THE ROADWAY AS SHOWN IN TYPICAL PLANS. PLASTIC BARRELS MAY NOT BE USED TO CHANNELIZE PEDESTRIANS. ONLY PEDESTRIAN CHANNELIZERS MAY BE USED TO CHANNELIZE/GUIDE PEDESTRIANS AS SHOWN IN TYPICAL PLANS AND AS DIRECTED AND APPROVED BY THE ENGINEER.
3. PLACE CONSTRUCTION SIGNS AS SHOWN IN TYPICAL PLANS AND AS DIRECTED BY THE ENGINEER.
4. MAINTAIN PEDESTRIAN CROSSING AT CORNERS AT ALL TIMES BY RELOCATING CROSSWALKS TO AREAS OF STRAIGHT CURB ADJACENT TO CORNERS UNDER CONSTRUCTION. ONLY ONE CORNER AT A TIME, PER INTERSECTION MAY BE CONSTRUCTED, EXCEPT AS OTHERWISE APPROVED BY THE ENGINEER. WORKING SIMULTANEOUSLY ON BOTH SIDES OF THE STREET WILL NOT BE PERMITTED. THE USE OF AN ADA COMPLIANT TEMPORARY PEDESTRIAN RAMP MAY BE REQUIRED AS PER GENERAL NOTE 20 ON SHEET PR MPT 1.
5. MAINTENANCE OF PEDESTRIAN ACCESS TO ALL ABUTTING PROPERTIES, ENTRANCES AND EXITS FROM DWELLINGS, EMERGENCY EXIT AREAS MUST BE CONTINUOUS AT ALL TIMES.
6. UPON COMPLETION OF CURB WORK AT EACH LOCATION THE CONTRACTOR MUST BACKFILL AROUND CURB AND PLACE 4" ASPHALTIC CONCRETE MIXTURE TO RESTORE STREET. RESTORE SIDEWALK WITH 2" ASPHALTIC CONCRETE MIXTURE AT CORNERS ONLY WHERE DIRECTED BY THE ENGINEER. SEE NYC DOT STANDARD DETAILS OF CONSTRUCTION DRAWING #H-1054. MAINTAIN PEDESTRIAN TRAFFIC AT CROSSWALK AREAS.
7. IF A TEMPORARY PEDESTRIAN WALKWAY IS NOT REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, UPON COMPLETION OF EACH DAYS WORK THE CONTRACTOR MUST RELOCATE THE BARRELS AND BARRICADES ADJACENT TO THE CURB. THERE WILL BE NO DIRECT PAYMENT FOR THE DAILY RELOCATION OF BARREL AND BARRICADES HEREUNDER.

   IF A TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, UPON COMPLETION OF EACH DAYS WORK THE CONTRACTOR MUST PLACE THE MPT ITEMS AND TEMPORARY WALKWAY AS SHOWN IN TYPICAL PLANS. THERE WILL BE NO DIRECT PAYMENT FOR THE DAILY RELOCATION OF MPT ITEMS AND TEMPORARY WALKWAY.
8. EACH DAY THE WORK AREA MAY BE ADVANCED A MAXIMUM DISTANCE EQUAL TO THE LENGTH OF CURB SUBSTANTIALLY COMPLETED ON THAT DAY, WHICH WILL BE DEFINED AS INCLUDING TEMPORARY PAVEMENT RESTORATION, AS APPROVED BY THE ENGINEER.

CONSTRUCTION OF NEW SIDEWALKS AND PEDESTRIAN RAMPS

1. SIDEWALK CONSTRUCTION MUST PROCEED IMMEDIATELY UPON COMPLETION OF CURB AS DIRECTED BY THE ENGINEER.
2. THE CONTRACTOR MAY OCCUPY AND INSTALL PEDESTRIAN RAMPS AT A MAXIMUM OF ONE (1) CORNER OF ANY INTERSECTION AT A TIME.
3. IF A TEMPORARY PEDESTRIAN WALKWAY AROUND THE WORK AREA IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, IT MUST BE PROVIDED WHEN THE SITE IS UNATTENDED.

   IF ROAD WIDTH DOES NOT ALLOW FOR A TEMPORARY WALKWAY, THE CORNER IS TO REMAIN CLOSED TO PEDESTRIAN TRAFFIC AT ALL TIMES OR IF A FIVE (5) FOOT WIDE ADA COMPLIANT PEDESTRIAN WALKWAY CANNOT BE MAINTAINED, THE CONTRACTOR MUST CLOSE THE SIDEWALK AND DIVERT PEDESTRIANS AROUND THE WORK AREA AS INDICATED ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
4. THE CONTRACTOR MUST PROVIDE MPT ITEMS AND WARNING SIGNS TO DELINEATE THE WORK AREAS AS SHOWN ON PLAN OR AS DIRECTED AND APPROVED BY THE ENGINEER.
5. SIDEWALK ADJACENT TO CORNER CURBS AND SIDEWALK ADJACENT TO STRAIGHT CURB MUST NOT BE DISTURBED SIMULTANEOUSLY WITHIN THE SAME BLOCK.
6. THE CONTRACTOR MUST PROVIDE ACCESS TO PRIVATE PROPERTY AT ALL TIMES BY FURNISHING AND INSTALLING PEDESTRIAN BRIDGES AS AND WHERE DIRECTED BY THE ENGINEER. ONCE ACCESS IS RESTORED TO THE PRIVATE PROPERTY, THE CONTRACTOR MUST REMOVE THE PEDESTRIAN BRIDGES.
7. THE CONTRACTOR MUST LIMIT THE EXTENT OF EXISTING SIDEWALK TO BE REMOVED EACH DAY TO THE SAME AREA OF CONCRETE SIDEWALK THAT WILL BE REPLACED THE FOLLOWING DAY. NO UNPROTECTED EXCAVATION MAY REMAIN AT THE END OF EACH DAY'S WORK.
8. THE CONTRACTOR WILL PROVIDE SMOOTH TRANSITION WITH ASPHALTIC CONCRETE MIXTURE BETWEEN SIDEWALK COMPLETED AND WORK YET TO BE STARTED.
9. THE CONTRACTOR MUST PROVIDE LOCAL PEDESTRIAN ACCESS AT ALL TIMES.
10. AFTER COMPLETING THE WORK IN THE SIDEWALK AREA THE CONTRACTOR MUST REMOVE ALL MPT ITEMS AND ALL SURPLUS CONSTRUCTION MATERIAL, AND MUST REOPEN THE SIDEWALK TO PEDESTRIAN TRAFFIC AS DIRECTED BY ENGINEER.

REVISED OCTOBER 2021

PR MPT 3

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

PR MPT 3

MAINTENANCE AND PROTECTION OF TRAFFIC

TEMPORARY TRAFFIC SIGNS TABLE

TEMPORARY TRAFFIC SIGNS TABLE

NAME	SIGN	MUTCD CODE	COLOR CODE	SIZE	DESCRIPTION
(A)	ROAD WORK AHEAD	W20-1	A	36"X36"	ROAD WORK AHEAD
(B)	DETOUR AHEAD	W20-2	A	36"X36"	DETOUR AHEAD
(C1)	DETOUR	M4-9	A	30"X24"	DETOUR (WITH ARROW)
(C2)	DETOUR	M4-9L	A	30"X24"	DETOUR (WITH LEFT ARROW)
(C3)	DETOUR	M4-9R	A	30"X24"	DETOUR (WITH RIGHT ARROW)
(DL)		W1-4	A	30"X30"	LARGE ARROW KEEP LEFT
(DR)		W1-4	A	30"X30"	LARGE ARROW KEEP RIGHT
(E)	ROAD CLOSED	R11-2	B	48"X30"	ROAD CLOSED
(F)	ROAD CLOSED LOCAL TRAFFIC ONLY	R11-3a	B	60"X30"	ROAD CLOSED (EXCEPT LOCAL & EMERGENCY TRAFFIC)
(GL)		W1-6L	A	48"X24"	ONE WAY (ARROW POINTING LEFT)
(GR)		W1-6R	A	48"X24"	ONE WAY (ARROW POINTING RIGHT)
(J)	CROSSWALK CLOSED USE OTHER SIDE	CUSTOM	B	24"X12"	CROSSWALK CLOSED, USE OTHER SIDE
(K)	SIDEWALK CLOSED AHEAD CROSS HERE / SIDEWALK CLOSED AHEAD CROSS HERE	R9-11	B	24"X18"	SIDEWALK CLOSED AHEAD, CROSS HERE (WITH ARROW)
(L)	SIDEWALK CLOSED USE OTHER SIDE / SIDEWALK CLOSED USE OTHER SIDE	R9-10	B	24"X12"	SIDEWALK CLOSED, USE OTHER SIDE
(M)		R3-2	B	24"X24"	NO LEFT TURN
(N)		R3-1	B	24"X24"	NO RIGHT TURN
(O)	END ROAD WORK	G20-2	A	36"X18"	END ROAD WORK
(P)		W6-3	A	36"X36"	TWO WAY TRAFFIC

TEMPORARY TRAFFIC SIGNS TABLE

NAME	SIGN	MUTCD CODE	COLOR CODE	SIZE	DESCRIPTION
(Q)		W4-2L W4-2R	A A	36"X36" 36"X36"	LANE REDUCTION TRANSITION SIGN
(R)	NO TURNS	R3-3	B	24"X24"	NO TURNS
(S)	ROAD CLOSED AHEAD	W20-3	A	36"X36"	ROAD CLOSED AHEAD
(T)		M6-4	B	21"X15"	DOUBLE ARROW
(U)	NO STANDING ANYTIME	CUSTOM COMBINATION	TOP C BOTTOM A	TOP 12"X18" BOTTOM 6"X18"	TOP NO STANDING ANYTIME (WITH DOUBLE ARROW) BOTTOM TEMPORARY CONSTRUCTION REGULATION
(V)		M6-1	B	21"X15"	ARROW (LEFT OR RIGHT)
(W)	ONLY ONLY	R3-5	B	30"X36"	RIGHT (LEFT) TURN ONLY
(X)	SIDEWALK CLOSED	R9-9	B	24"X12"	SIDEWALK CLOSED, USE WALKWAY
(Y)	CENTER LANE CLOSED AHEAD / LEFT LANE CLOSED AHEAD / RIGHT LANE CLOSED AHEAD	W20-5	A	36"X36"	LANE CLOSED AHEAD
(Z)		W20-7a	A	36"X36"	CROSSING GUARD

COLOR CODE LEGEND

CODE	DESCRIPTION
A	BLACK LEGEND AND BORDER ON AN ORANGE BACKGROUND
B	BLACK LEGEND AND BORDER ON A WHITE BACKGROUND
C	RED LEGEND AND BORDER ON A WHITE BACKGROUND
D	**BLACK AND WHITE LEGEND AND BLACK BORDER ON AN ORANGE BACKGROUND**

NOTES:

1. ALL SIGNS AS PER LATEST EDITION OF THE NATIONAL "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MUTCD).
2. DIMENSIONS ARE SHOWN IN INCHES AND ARE SHOWN AS WIDTH x HEIGHT.
3. THESE TABLES ARE FOR REFERENCE PURPOSES ONLY. FOR ADDITIONAL SIGNAGE NOT SHOWN ON THESE TABLES REFER TO THE MUTCD.
4. ALL SIGNS TO BE REFLECTORIZED.
5. LETTERS ON SIGNS TO BE 5" HIGH.
6. SIGN LOCATION TO BE AS DIRECTED AND APPROVED BY THE ENGINEER.
7. MOUNTING OF SIGNS TO BE AS DIRECTED AND APPROVED BY THE ENGINEER.

REVISED OCTOBER 2021

PR MPT 4

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

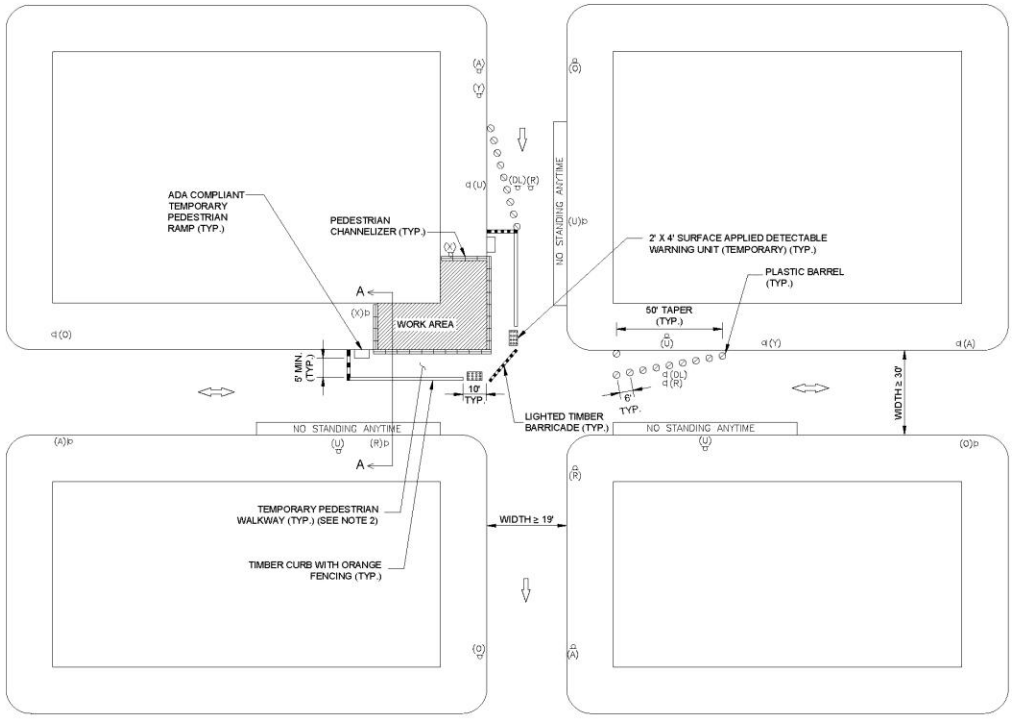
PR MPT 4

MAINTENANCE AND PROTECTION OF TRAFFIC

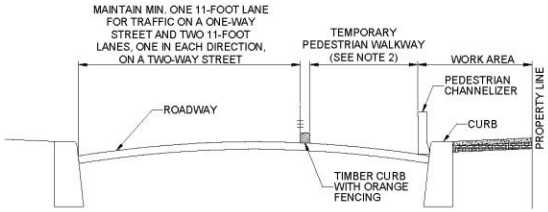
CONSTRUCTION OF NEW PEDESTRIAN RAMPS: 4-WAY INTERSECTIONS

ROAD WIDTH GREATER THAN OR EQUAL TO 30 FEET(2-WAY TRAFFIC) AND
ROAD WIDTH GREATER THAN OR EQUAL TO 19 FEET (1-WAY TRAFFIC)
(PROVIDE 5 FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY)

THIS MPT SKETCH IS SHOWING THE UNATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY OCCUPY A MAXIMUM OF ONE CORNER IN AN INTERSECTION AT ANY TIME.
2. IF A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, WHEN THE SITE IS UNATTENDED A TEMPORARY PEDESTRIAN WALKWAY MUST BE PROVIDED IN THE ROADWAY AS SHOWN OR IN THE SIDEWALK.
3. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
4. TIMBER CURBS WITH ORANGE FENCING MUST BE INSTALLED WHEN THE SITE IS UNATTENDED. PLASTIC BARRELS MAY BE USED IN LIEU OF TIMBER CURBS WHEN THE SITE IS ATTENDED. WHEN PLASTIC BARRELS ARE USED IN LIEU OF TIMBER CURBS, PEDESTRIANS MUST NOT USE THE TEMPORARY PEDESTRIAN WALKWAY AND CROSSING GUARDS MUST BE PROVIDED BY THE CONTRACTOR AS PER GENERAL NOTE 33 ON SHEET PR MPT 1 TO GUIDE PEDESTRIANS SAFELY AROUND THE WORK AREA.
5. TEMPORARY SURFACE APPLIED DETECTABLE WARNING UNIT (DWS) TO BE REMOVED, AND ROADWAY TO BE RESTORED, WHEN CONSTRUCTION IS COMPLETED. NO ADDITIONAL PAYMENT FOR REPAIR OF THE ROADWAY FROM THE DAMAGE OF THE TEMPORARY DWS.
6. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2023

PR MPT 5

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

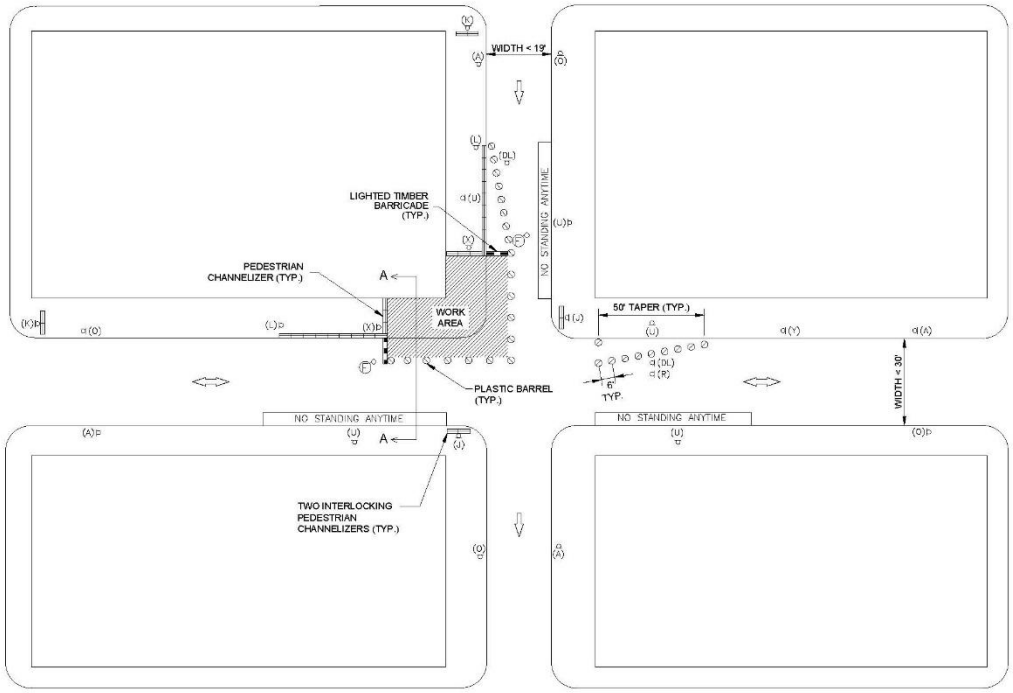
PR MPT 5

MAINTENANCE AND PROTECTION OF TRAFFIC

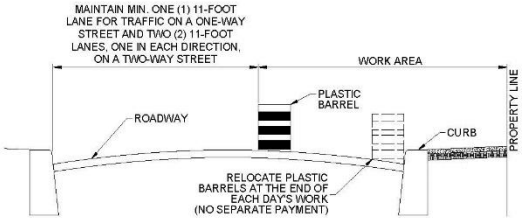
CONSTRUCTION OF NEW PEDESTRIAN RAMPS: 4-WAY INTERSECTIONS

ROAD WIDTH LESS THAN 30 FEET (2-WAY TRAFFIC) OR
ROAD WIDTH LESS THAN 19 FEET (1-WAY TRAFFIC)

THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S.

NOTES:

1. THE CONTRACTOR MAY OCCUPY A MAXIMUM OF ONE CORNER IN AN INTERSECTION AT ANY TIME.
2. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
3. AT THE END OF THE WORK DAY OR WHEN THE SITE IS LEFT UNATTENDED, BARRELS MUST BE PUSHED IN ALONG THE CURB. CORNER AND ADJACENT CROSSWALKS ARE TO REMAIN CLOSED TO PEDESTRIAN TRAFFIC.
4. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2021

PR MPT 6

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

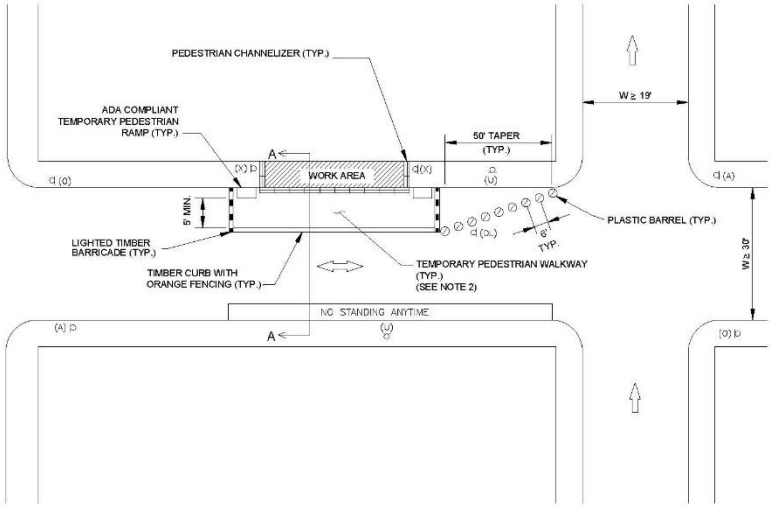
PR MPT 6

MAINTENANCE AND PROTECTION OF TRAFFIC

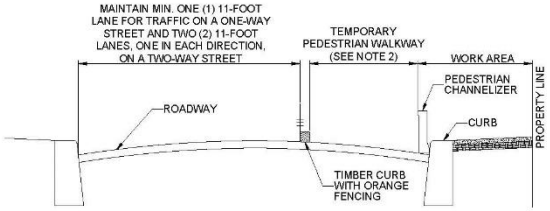
CONSTRUCTION OF NEW PEDESTRIAN RAMPS: MID-BLOCK RAMPS

ROAD WIDTH GREATER THAN OR EQUAL TO 30 FEET (2-WAY TRAFFIC) AND
ROAD WIDTH GREATER THAN OR EQUAL TO 19 FEET (1-WAY TRAFFIC)
(PROVIDE 5 FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY)

THIS MPT SKETCH IS SHOWING THE UNATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY OCCUPY A MAXIMUM OF ONE CORNER IN AN INTERSECTION AT ANY TIME.
2. IF A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, WHEN THE SITE IS UNATTENDED A TEMPORARY PEDESTRIAN WALKWAY MUST BE PROVIDED IN THE ROADWAY AS SHOWN OR IN THE SIDEWALK.
3. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
4. TIMBER CURBS WITH ORANGE FENCING MUST BE INSTALLED WHEN THE SITE IS UNATTENDED. PLASTIC BARRELS MAY BE USED IN LIEU OF TIMBER CURBS WHEN THE SITE IS ATTENDED. WHEN PLASTIC BARRELS ARE USED IN LIEU OF TIMBER CURBS, PEDESTRIANS MUST NOT USE THE TEMPORARY PEDESTRIAN WALKWAY AND CROSSING GUARDS MUST BE PROVIDED BY THE CONTRACTOR AS PER GENERAL NOTE 33 ON SHEET PR MPT 1 TO GUIDE PEDESTRIANS SAFELY AROUND THE WORK AREA.
5. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2023

PR MPT 7

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

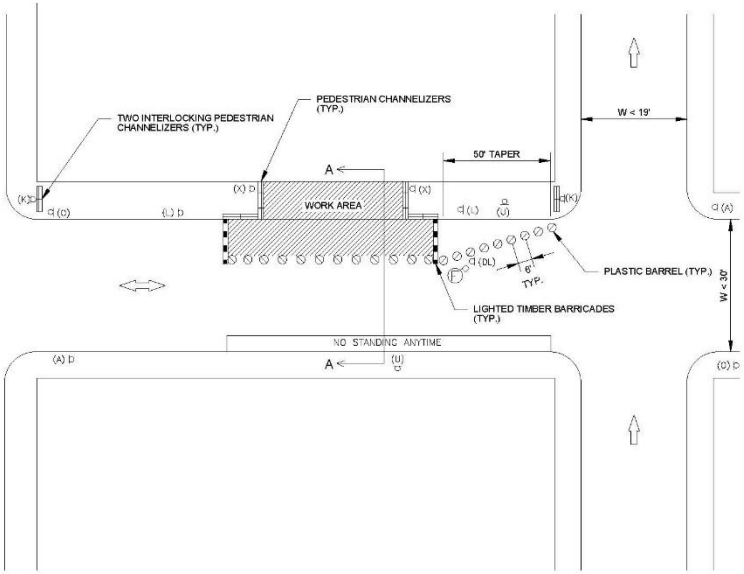
PR MPT 7

MAINTENANCE AND PROTECTION OF TRAFFIC

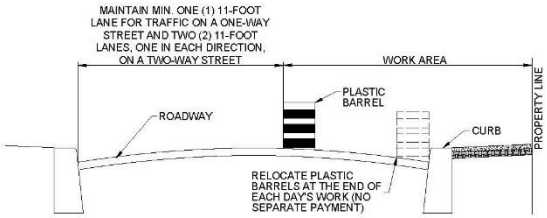
CONSTRUCTION OF NEW PEDESTRIAN RAMPS: MID-BLOCK RAMPS

ROAD WIDTH LESS THAN 30 FEET (2-WAY TRAFFIC) OR
ROAD WIDTH LESS THAN 19 FEET (1-WAY TRAFFIC)

THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY WORK AT A MAXIMUM OF ONE MID-BLOCK RAMP AT ANY TIME ON ANY STREET.
2. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
3. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN IN DRAWINGS)

REVISED OCTOBER 2021

PR MPT 8

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

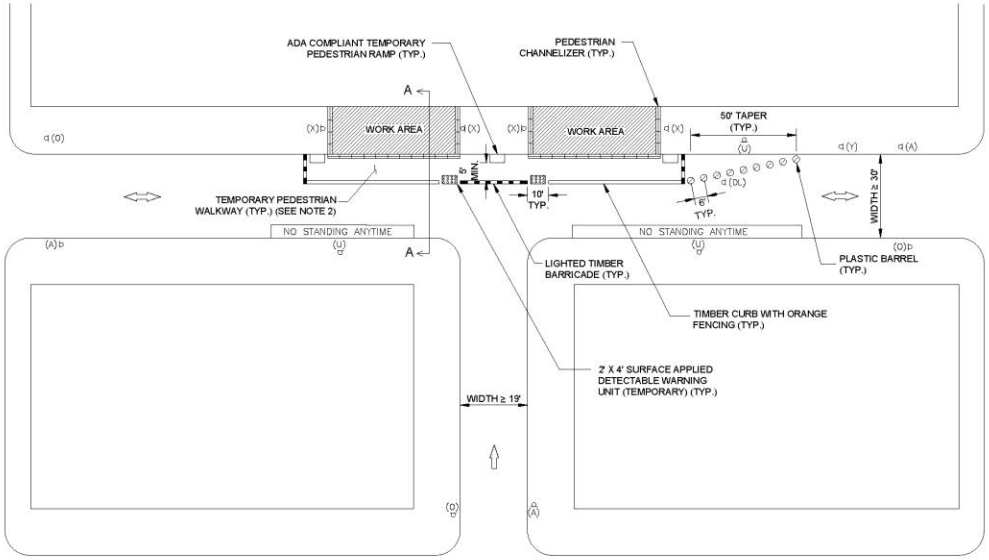
PR MPT 8

MAINTENANCE AND PROTECTION OF TRAFFIC

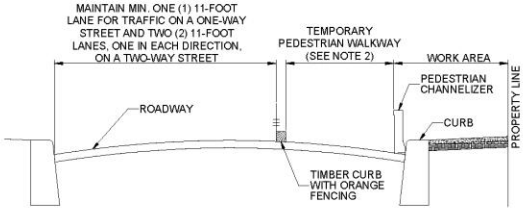
CONSTRUCTION OF NEW PEDESTRIAN RAMPS: T-INTERSECTION

ROAD WIDTH GREATER THAN OR EQUAL TO 30 FEET (2-WAY TRAFFIC) AND
ROAD WIDTH GREATER THAN OR EQUAL TO 19 FEET (1-WAY TRAFFIC)
(PROVIDE 5 FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY)

THIS MPT SKETCH IS SHOWING THE UNATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY WORK AT 2 CORNERS SIMULTANEOUSLY AT THE TOP OF THE T-INTERSECTION ONLY.
2. IF A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, WHEN THE SITE IS UNATTENDED A TEMPORARY PEDESTRIAN WALKWAY MUST BE PROVIDED IN THE ROADWAY AS SHOWN OR IN THE SIDEWALK.
3. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
4. TIMBER CURBS WITH ORANGE FENCING MUST BE INSTALLED WHEN THE SITE IS UNATTENDED. PLASTIC BARRELS MAY BE USED IN LIEU OF TIMBER CURBS WHEN THE SITE IS ATTENDED. WHEN PLASTIC BARRELS ARE USED IN LIEU OF TIMBER CURBS, PEDESTRIANS MUST NOT USE THE TEMPORARY PEDESTRIAN WALKWAY AND CROSSING GUARDS MUST BE PROVIDED BY THE CONTRACTOR AS PER GENERAL NOTE 33 ON SHEET PR MPT 1 TO GUIDE PEDESTRIANS SAFELY AROUND THE WORK AREA.
5. TEMPORARY SURFACE APPLIED DETECTABLE WARNING UNIT (DWS) TO BE REMOVED, AND ROADWAY TO BE RESTORED, WHEN CONSTRUCTION IS COMPLETED. NO ADDITIONAL PAYMENT FOR REPAIR OF THE ROADWAY FROM THE DAMAGE OF THE TEMPORARY DWS.
6. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2023

PR MPT 9

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

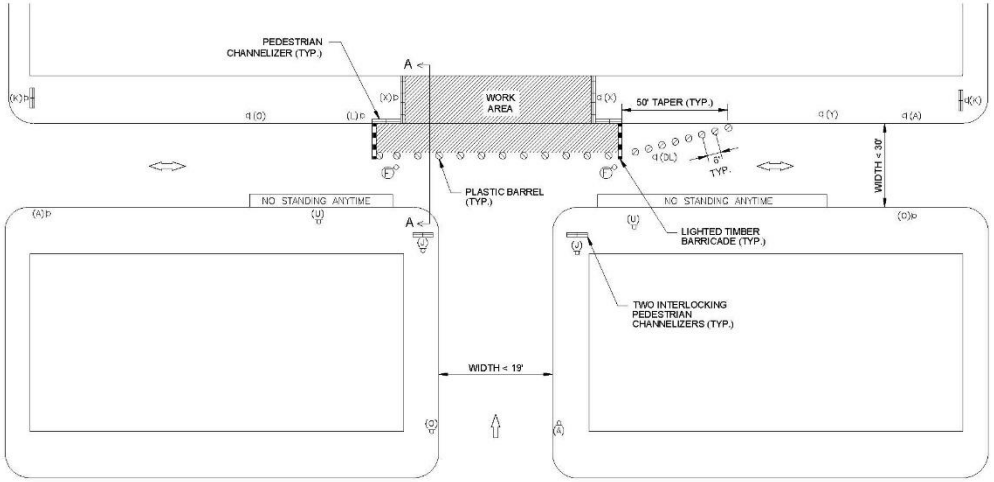
PR MPT 9

MAINTENANCE AND PROTECTION OF TRAFFIC

CONSTRUCTION OF NEW PEDESTRIAN RAMPS: T-INTERSECTION

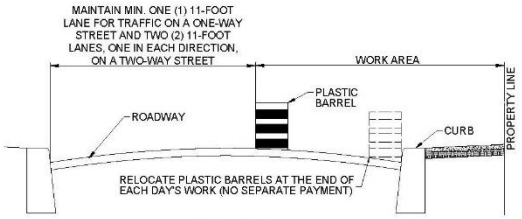
ROAD WIDTH LESS THAN 30 FEET (2-WAY TRAFFIC) OR
ROAD WIDTH LESS THAN 19 FEET (1-WAY TRAFFIC)

THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN

NOT TO SCALE



SECTION A-A

N.T.S

NOTES:

1. THE CONTRACTOR MAY WORK AT 2 CORNERS SIMULTANEOUSLY AT THE TOP OF THE T-INTERSECTION ONLY.
2. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT-OF-WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR MUST USE PEDESTRIAN CHANNELIZERS TO DELINEATE THE TEMPORARY PEDESTRIAN WALKWAY FROM THE WORK AREA. THE TEMPORARY TRAFFIC SIGNS AND OTHER MPT ITEMS LEADING UP TO THE WORK AREA MUST BE ADJUSTED IN ORDER TO GUIDE THE PEDESTRIAN PROPERLY.
3. AT THE END OF THE WORK DAY OR WHEN THE SITE IS LEFT UNATTENDED, BARRELS MUST BE PUSHED IN ALONG THE CURB. CORNER AND ADJACENT CROSSWALKS ARE TO REMAIN CLOSED TO PEDESTRIAN TRAFFIC.
4. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2023

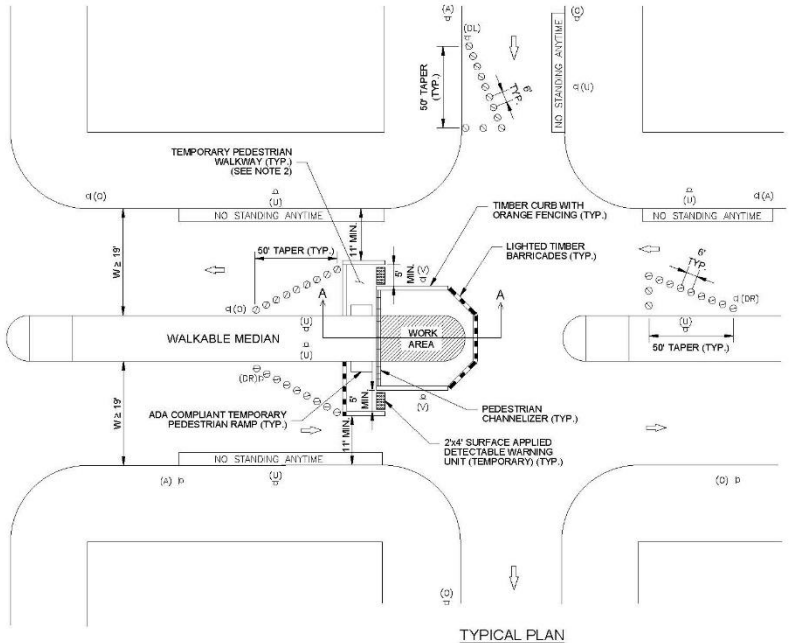
PR MPT 10

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

PR MPT 10

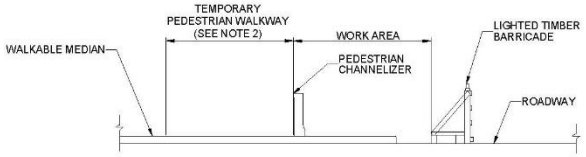
MAINTENANCE AND PROTECTION OF TRAFFIC

CONSTRUCTION OF PEDESTRIAN RAMPS IN MEDIANS AND ISLANDS
TEMPORARY PEDESTRIAN WALKWAY - WALKABLE MEDIAN



TYPICAL PLAN
NOT TO SCALE

THIS MPT SKETCH IS SHOWING THE UNATTENDED CONDITIONS



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY OCCUPY A MAXIMUM OF ONE CORNER OR MEDIAN IN AN INTERSECTION AT ANY TIME.
2. IF A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, WHEN THE SITE IS UNATTENDED A TEMPORARY PEDESTRIAN WALKWAY MUST BE PROVIDED IN THE ROADWAY AS SHOWN.
3. TIMBER CURBS WITH ORANGE FENCING MUST BE INSTALLED WHEN THE SITE IS UNATTENDED. PLASTIC BARRELS MAY BE USED IN LIEU OF TIMBER CURBS WHEN THE SITE IS ATTENDED. WHEN PLASTIC BARRELS ARE USED IN LIEU OF TIMBER CURBS, PEDESTRIANS MUST NOT USE THE TEMPORARY PEDESTRIAN WALKWAY AND CROSSING GUARDS MUST BE PROVIDED BY THE CONTRACTOR AS PER GENERAL NOTE 33 ON SHEET PR MPT 1 TO GUIDE PEDESTRIANS SAFELY AROUND THE WORK AREA.
4. TEMPORARY SURFACE APPLIED DETECTABLE WARNING UNIT (DWS) TO BE REMOVED, AND ROADWAY TO BE RESTORED, WHEN CONSTRUCTION IS COMPLETED. NO ADDITIONAL PAYMENT FOR REPAIR OF THE ROADWAY FROM THE DAMAGE OF THE TEMPORARY DWS.
5. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2023

PR MPT 11

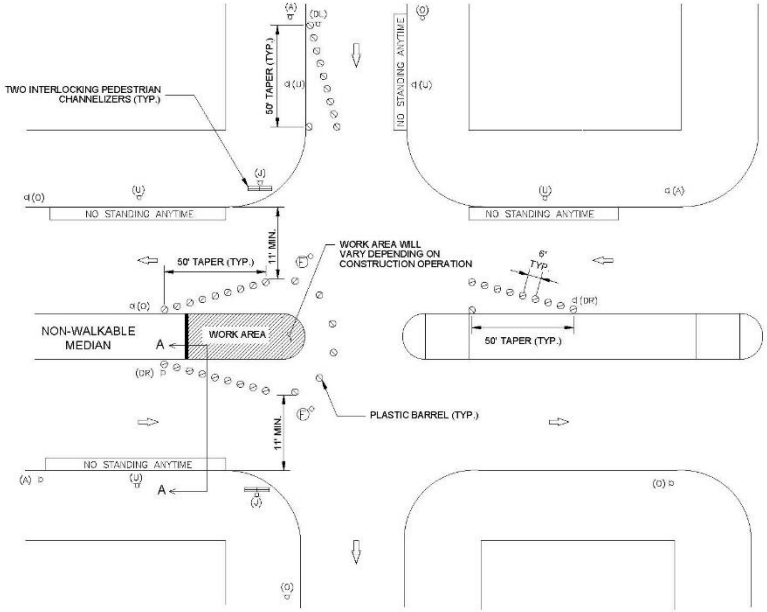
CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

PR MPT 11

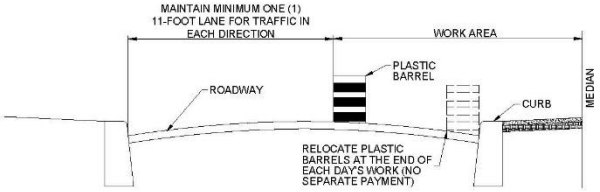
MAINTENANCE AND PROTECTION OF TRAFFIC

CONSTRUCTION OF PEDESTRIAN RAMPS IN MEDIANS AND ISLANDS
FULL MEDIAN OR ISLAND CLOSURE

THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. THE CONTRACTOR MAY OCCUPY A MAXIMUM OF ONE CORNER OR MEDIAN IN AN INTERSECTION AT ANY TIME.
2. AT THE END OF THE WORK DAY OR WHEN THE SITE IS LEFT UNATTENDED, BARRELS MUST BE PUSHED IN ALONG THE CURB. CORNER AND ADJACENT CROSSWALKS ARE TO REMAIN CLOSED TO PEDESTRIAN TRAFFIC.
3. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

OCTOBER 2021

SW MPT 12

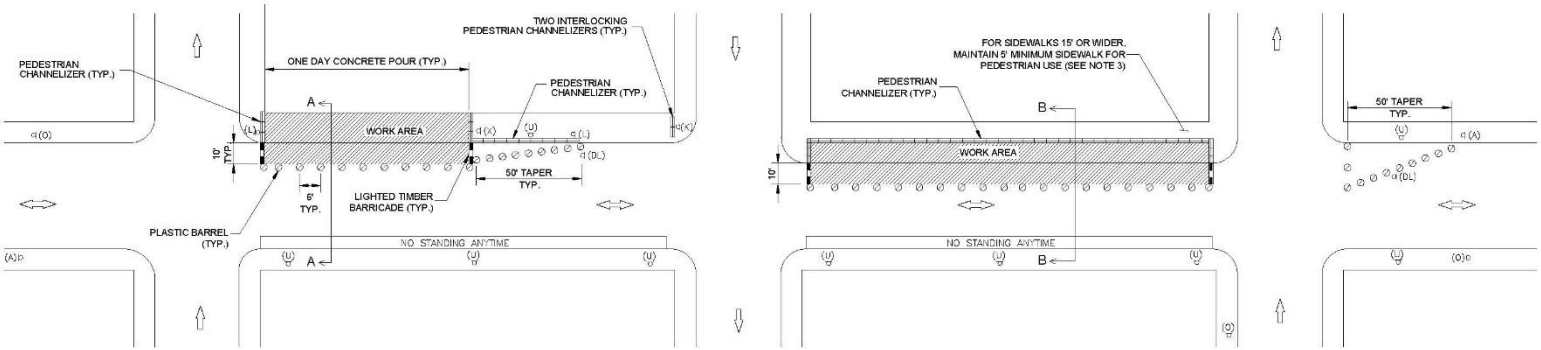
CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

SW MPT 12

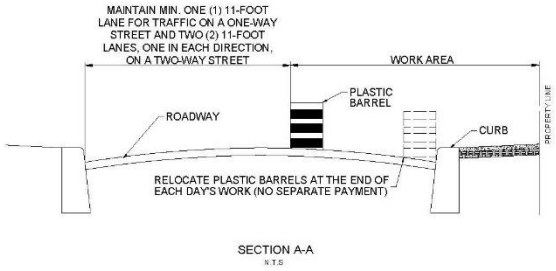
MAINTENANCE AND PROTECTION OF TRAFFIC

CONSTRUCTION OF NEW SIDEWALKS
RESIDENTIAL AREA

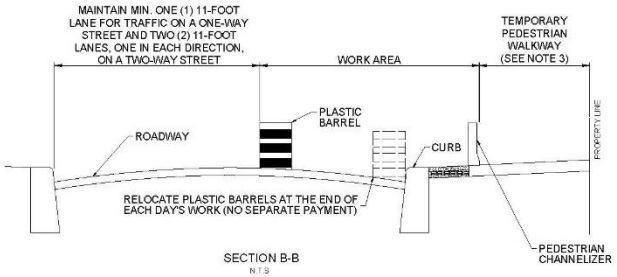
THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S



SECTION B-B
N.T.S

NOTES:

1. AT THE END OF THE WORK DAY OR WHEN THE SITE IS LEFT UNATTENDED, BARRELS MUST BE PUSHED IN ALONG THE CURB.
2. PLASTIC BARRELS, SIX (6) FEET ON CENTER, IS REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)
3. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT OF WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR SHOULD USE THE SKETCH WITH SECTION B-B ON THIS PAGE.

REVISED OCTOBER 2021

SW MPT 13

CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

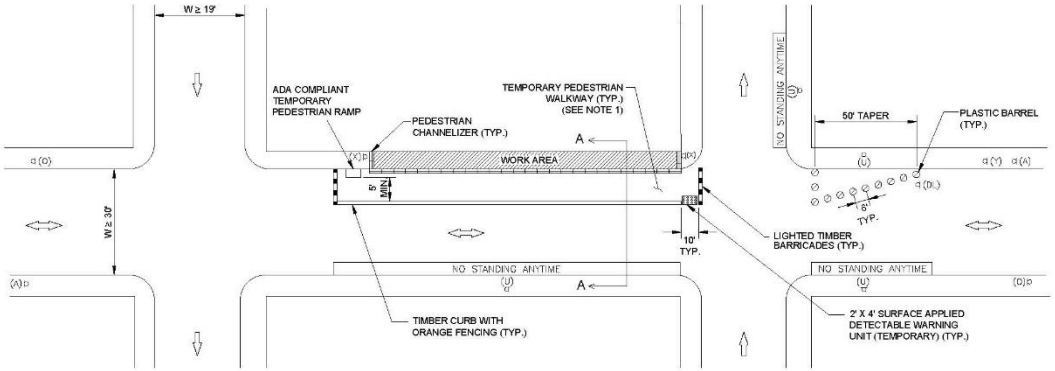
SW MPT 13

MAINTENANCE AND PROTECTION OF TRAFFIC

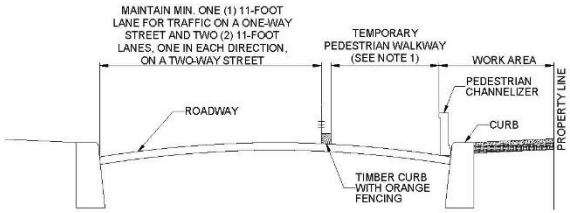
CONSTRUCTION OF NEW SIDEWALKS
COMMERCIAL & HIGH DENSITY PEDESTRIAN TRAFFIC AREA

(PROVIDE 5 FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY)

THIS MPT SKETCH IS SHOWING THE UNATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S

NOTES:

1. IF A MINIMUM FIVE (5) FOOT WIDE ADA COMPLIANT TEMPORARY PEDESTRIAN WALKWAY IS REQUIRED AS PER GENERAL NOTE 32 ON SHEET PR MPT 1, WHEN THE SITE IS UNATTENDED A TEMPORARY PEDESTRIAN WALKWAY MUST BE PROVIDED IN THE ROADWAY AS SHOWN OR IN THE SIDEWALK.
2. TIMBER CURBS WITH ORANGE FENCING MUST BE INSTALLED WHEN THE SITE IS UNATTENDED. PLASTIC BARRELS MAY BE USED IN LIEU OF TIMBER CURBS WHEN THE SITE IS ATTENDED. WHEN PLASTIC BARRELS ARE USED IN LIEU OF TIMBER CURBS, PEDESTRIANS MUST NOT USE THE TEMPORARY PEDESTRIAN WALKWAY AND CROSSING GUARDS MUST BE PROVIDED BY THE CONTRACTOR AS PER GENERAL NOTE 33 ON SHEET PR MPT 1 TO GUIDE PEDESTRIANS SAFELY AROUND THE WORK AREA.
3. TEMPORARY SURFACE APPLIED DETECTABLE WARNING UNIT (DWS) TO BE REMOVED, AND ROADWAY TO BE RESTORED, WITHIN 24 HOURS AFTER CONSTRUCTION IS COMPLETED. NO ADDITIONAL PAYMENT FOR REPAIR OF THE ROADWAY FROM THE DAMAGE OF THE TEMPORARY DWS.
4. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)

REVISED OCTOBER 2021

SW MPT 14

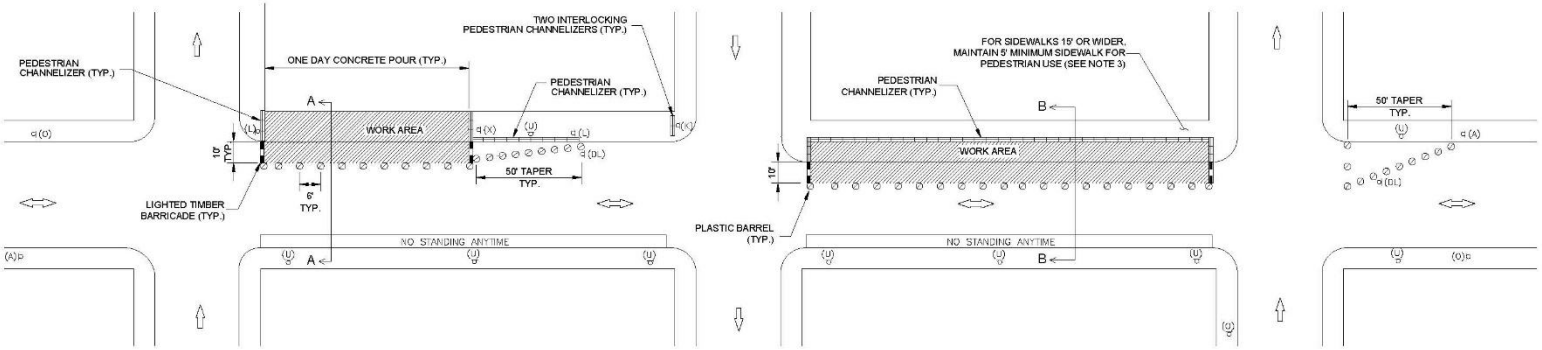
CITY OF NEW YORK
DEPARTMENT OF DESIGN AND CONSTRUCTION

SW MPT 14

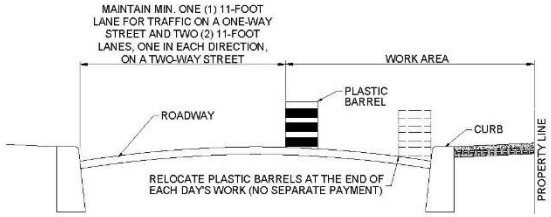
MAINTENANCE AND PROTECTION OF TRAFFIC

CONSTRUCTION OF NEW SIDEWALKS
COMMERCIAL & HIGH DENSITY PEDESTRIAN TRAFFIC AREA

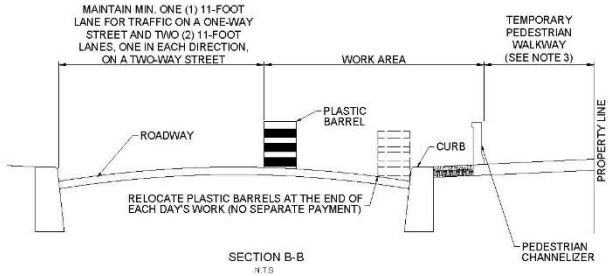
THIS MPT SKETCH IS SHOWING THE ATTENDED CONDITIONS



TYPICAL PLAN
NOT TO SCALE



SECTION A-A
N.T.S



SECTION B-B
N.T.S

NOTES:

1. AT THE END OF THE WORK DAY OR WHEN THE SITE IS LEFT UNATTENDED, BARRELS MUST BE PUSHED IN ALONG THE CURB.
2. PLASTIC BARRELS, SIX (6) FEET ON CENTER, ARE REQUIRED TO SEPARATE LANES TRAVELING IN THE OPPOSITE DIRECTION WHENEVER TRAFFIC IS REDIRECTED PAST THE YELLOW PAVEMENT MARKINGS. (NOT SHOWN ON DRAWINGS)
3. IF THE SIDEWALK IS WIDER THAN FIFTEEN (15) FEET, THE CONTRACTOR MAY USE FIVE (5) FEET ALONG THE RIGHT OF WAY (R.O.W.) LINE AS A TEMPORARY PEDESTRIAN WALKWAY IF THAT PORTION OF THE SIDEWALK IS ADA COMPLIANT, AS DIRECTED AND APPROVED BY THE ENGINEER. IF BOTH CONDITIONS EXIST, THE CONTRACTOR SHOULD USE THE SKETCH WITH SECTION B-B ON THIS PAGE.

REVISED OCTOBER 2021

(C) SEWER & WATER MAIN PROJECT SPECIFIC PROVISIONS

(NO TEXT)

(D) GREEN INFRASTRUCTURE PROVISIONS

(NO TEXT)

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(NO TEXT)

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(NO TEXT)

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NOTICE

The Standard Sewer And Water Main Specifications of the Department of Environmental Protection, Sewer Design Standards of the Department of Environmental Protection, Water Main Standard Drawings of the Department of Environmental Protection, Specifications For Trunk Main Work of the Department of Environmental Protection and the Standard Highway Specifications of the Department of Transportation of The City of New York, must be included as part of the contract documents. These said specifications and standard drawings are hereby revised under the following section headings:

A. NOTICE TO BIDDERS
B. REVISIONS TO THE STANDARD SEWER AND WATER MAIN SPECIFICATIONS
C. REVISIONS TO THE SPECIFICATIONS FOR TRUNK MAIN WORK

(NO TEXT ON THIS PAGE)

A. NOTICE TO BIDDERS

NO TEXT

B. REVISIONS TO THE STANDARD SEWER AND WATER MAIN SPECIFICATIONS

(1) **Refer** to **Subsection 10.21 - Contractor To Notify City Departments**, Page 21:
Add the following to **Subsection 10.21**:

(1) N.Y.C. D.E.P., BUREAU OF WATER AND SEWERS OPERATIONS

The Contractor will notify Mr. Peter Gordon, P.E., Chief, Linear Capital Program Management Division at the Department of Environmental Protection, 59-17 Junction Blvd., 3rd floor low rise, Corona N.Y. 11368, at (718) 595-4347 at least thirty (30) days prior to the start of construction.

(2) N.Y.C. DEPARTMENT OF TRANSPORTATION

The Contractor will notify Mr. Hasib Amini / Akmal Mikhail – Traffic Signal/Street Lighting Operations, 34-02 Queens Blvd., Long Island City, N.Y. 11101 at (212) 839-3386 / (212) 839-3368, at least seventy-two (72) hours prior to the start of construction.

(3) N.Y.C. TRANSIT AUTHORITY

The Contractor is advised that bus routes as well as bus stops, within the scope of this project may be affected during construction operations. The Contractor shall notify the Transit Authority at least two (2) weeks prior to the start of construction, in order to make the necessary arrangements.

Arrangements shall be made through:

Hillary Cardoza Cato
Director, MTA-NYCT & MTA Bus, Bus Service Planning
2 Broadway, A17.03
New York, NY 10004
Hillary.cardoza-cato@nyct.com
646-252-5643 O 347-539-1367 M

(2) **Refer** to **Subsection 10.24 – Damaged Water Service Pipes To Be Repaired By A Licensed Plumber**, Page 22:
Add the following to **Subsection 10.24**:

If the damaged or cut water service pipe is lead, galvanized steel, or galvanized iron, the service pipe must not be partially replaced, but fully replaced from the main to the house control valve. If the service pipe was damaged, cut, or otherwise interrupted due to the Contractor's actions or means & methods (including selection of shoring systems), the water service pipe will be replaced at the Contractor's own cost.

(3) **Refer** to **Subsection 10.30 - Contractor To Provide For Traffic**, Page 24:
Add the following to **Subsection 10.30**:

(1) Traffic Stipulations:

The Contractor shall refer to Traffic Stipulations identified in the maintenance of traffic requirements under Highway Contract No. HWCB26KR.

(4) **Refer** to **Subsection 71.41.4 - Specific Pavement Restoration Provisions**, Page 531:
Add the following to **Subsection 71.41.4**:

(E) Specific Pavement Restoration Provisions:

(1) Within the limits of the highway reconstruction the restoration shall be accomplished and paid for in accordance with Highway Construction Plans, Details and Specifications for Highway Project ID. HWCB26KR.

C. REVISIONS TO THE SPECIFICATIONS FOR TRUNK MAIN WORK

1) **Refer** to **Part 1 – Furnishing And Delivering Steel Pipes And Appurtenances 30 Inches In Diameter And Larger, Section 11. Fabrication:** Page 4;
Add the following to **Section 11:**

   All steel water mains shall be spiral welded pipes, and all steel water main fittings shall be fabricated from qualified spiral welded pipe. Can type pipe is not acceptable.

2) **Refer** to **Part 1 – Furnishing And Delivering Steel Pipes And Appurtenances 30 Inches In Diameter And Larger, Section 13. Special Fittings,** Page 5;
Add the following to **Section 13:**

   The steel reducer shall have a length of seven (7) feet for every twelve (12) inches reduction in diameter.

END OF SECTION
This Section consists of Four (4) pages.

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Department of Design and Construction

DIVISION OF INFRASTRUCTURE
BUREAU OF DESIGN

VOLUME 3 OF 3

PROJECT ID: HWCB26KR
REPLACEMENT OF CONCRETE, STEEL FACED & GRANITE CURBS AND RELATED SIDEWALK AND ROADWAY RESTORATION

Together With All Work Incidental Thereto
BOROUGH OF BROOKLYN, STATEN ISLAND
CITY OF NEW YORK

_____
Contractor

Dated_____, **20**_____