



City of Thornton

Request for Quotation COURTS DUMBWAITER REPLACEMENT PROJECT NO. 269-23

General Information:

The City of Thornton (Thornton) is requesting Quotations for Procurement of a new dumbwaiter for the Courts Building:

The Services include the demo and installation of the dumbwaiter system. This includes the security badge release on the public side, for employee access. The dumbwaiter also needs to be:

- Stainless Steel;
- Two-stop;
- Secured by access card reader; and
- Bi-parting Counter loading.

Please send your Quotation through BidNet Direct, mail, or in person drop-off to arrive no later than **5:00 p.m., June 7, 2023**, to:

City of Thornton
Attention: Andrew Villarreal, Contract Administrator
9500 Civic Center Drive
Thornton, CO 80229
Office: 303-538-7495
Fax: 303-538-7556
E-mail: Andrew.Villarreal@ThorntonCo.gov,

Late Proposals may not be considered.

All questions shall be directed in writing to Andrew Villarreal, Contract Administrator, 9500 Civic Center Drive, Thornton, CO 80229-4326, fax - 303-538-7556, or e-mail – Andrew.Villarreal@ThorntonCo.gov, 8:00 a.m. to 5:00 p.m., local time, Monday through Friday, excluding holidays.

An optional Pre-Proposal Conference to discuss the Project will be held at **1:00 p.m., May 23, 2023**, in the City Hall Conference Room 2nd Floor at the aforementioned address **9500 Civic Center Drive, Thornton, CO 80229**. After the meeting, a site walk will be conducted. **If you cannot attend this meeting, please notify Andrew Villarreal, Contract Administrator, and request an alternate time.**

Special Instructions to Bidders:

Parameters for Installation

1. Time is of the essence for the procurement and installation of the new dumbwaiter. Special consideration will be given in review of quotes for scheduling impacts.
2. Proposals, at a minimum, shall include the following:
 - A cover letter stating the name, address, and telephone number of the proposing firm.
 - A project timeline.
 - Warranty information.
 - Any other pertinent information.

Unless otherwise stated in this document, the agreement to procure the goods or services under this RFQ will be governed by the attached "General Service Agreement" and this RFQ.

Terms and Conditions:

Thornton reserves the right to reject any and all Quotations, or any part thereof and, to award to the lowest responsive and responsible Bidder, as deemed in the best interest of Thornton. Thornton, in its sole discretion, may waive any informalities in the Quotations received.

Thornton is exempt from federal excise taxes, and state and local sales and use tax. A Tax-Exempt Certificate will be issued upon request.

In the event that Bidder's services require or contemplate performance of services by Bidder's employees or subcontractors in or on Thornton's property, or on behalf of Thornton in or on any property owned by Thornton businesses or residents, the Bidder agrees that all such work shall be done as an independent contractor and that the persons doing such work shall not be considered employees of Thornton. Bidder shall maintain all necessary insurance coverages, including General and Auto Liability and Workers' Compensation Insurance. Proof of such insurance shall be made available to Thornton upon request. Bidder shall indemnify and save harmless and defend Thornton from any and all claims or liabilities arising out of the Work covered by this RFQ.

All invoices must be addressed to Accounts Payable and shall include the assigned PO Number. Thornton's standard payment terms are net thirty (30) Calendar Days after receipt of an invoice.

Procurement Term and Termination:

This Procurement shall terminate at such time as the Scope of Work is completed, or upon Thornton providing Bidder with seven (7) Calendar Days advance written notice, unless otherwise provided herein. In the event this Procurement is terminated by Thornton's issuance of said written Notice of Intent to Terminate, Thornton shall pay Bidder for all Work previously

authorized and completed prior to the date of the Notice of Termination. If, however, Bidder has substantially or materially breached the standards and terms of this Procurement, Thornton shall have any remedy or right of set-off available at law and equity.

Governing Law and Venue:

This Procurement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in the County of Adams, State of Colorado.

Compliance with all Laws:

All of the Work performed pursuant to this RFQ by the Bidder, shall comply with all applicable laws, rules, regulations, and codes of the United States and the State of Colorado and with the Charter, Ordinances, and rules and regulations of Thornton.

Section 7.4 of the Thornton City Charter prohibits Thornton from entering into any contracts involving an amount in excess of one hundred dollars (\$100) in which an elective or appointive officer or any member of the officer's family has any pecuniary interest, direct or indirect. Certain other restrictions may also apply to contracts in which an employee, member of a board or commission, City Council Member, or member of same's family has an existing or pending financial or personal interest. For the purposes of this Charter Section, a domestic partner shall be considered equivalent to a family member. Therefore, the Bidder agrees to disclose any such familial relationships on the Quotation Form.

Insurance Requirements:

Upon award of the Procurement, the Bidder agrees to procure and maintain in force during the term of this Procurement, at its own cost, the following coverages:

1. Workers' Compensation Insurance as required by the Labor Code of the State of Colorado and Employers' Liability Insurance. Evidence of qualified self-insured status may be substituted.
2. Commercial General Liability Insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate.
3. Automobile Liability Insurance with minimum combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000) for any one (1) occurrence, with respect to each of the Bidder's owned, hired, or non-owned vehicles assigned to or used in performance of the services. In the event that the Bidder's insurance does not cover non-owned automobiles, the requirements of this paragraph shall be met by each employee of the Bidder who utilizes an automobile in providing services to Thornton under this Agreement.

Bidder shall procure and maintain the minimum insurance coverages listed herein and shall cause any subcontractor of the Bidder to procure and maintain appropriate levels of insurance coverage. Such coverages shall be procured and maintained with forms and insurers



acceptable to Thornton. All coverages shall be continuously maintained to cover the Bidder during the entire time service is provided to Thornton. The Bidder's policy shall name the City of Thornton, its officers, agents, and employees as an additional insured with primary coverage as respect to the Commercial General Liability coverage above. The General Liability coverage shall not exclude faulty workmanship as a covered occurrence. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Upon award, a Certificate of Insurance shall be completed by the Bidder's insurance agent(s) as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be subject to review and approval by Thornton prior to commencement of any Work under this Procurement. The completed Certificate of Insurance and Additional Insured Endorsements shall include Bidder's e-mail address for future inquiries and updates and shall be sent to:

City of Thornton
Attention: Contracts Manager
9500 Civic Center Drive, 2nd Floor
Thornton, CO 80229-4326

Subsequent Certificates of Insurance indicating renewal of coverage(s) shall be sent to Thornton's Risk Manager at certificatesofinsurance@ThorntonCo.gov no later than thirty (30) Calendar Days prior to the expiration date along with the renewal Additional Insured Endorsement, and shall indicate "Renewal COI" and the Project Number in the e-mail subject line.

Failure on the part of the Bidder to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a Material Breach of Contract upon which Thornton may immediately terminate this Procurement, or at its discretion, Thornton may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by Thornton shall be repaid by Bidder to Thornton upon demand, or Thornton may offset the cost of the premiums against any monies due to Bidder from Thornton.

Thornton reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

The Parties hereto understand and agree that Thornton, its officers, its agents, and its employees, are relying on, and do not waive or intend to waive the monetary limitations (currently one hundred fifty thousand dollars [\$150,000] per person and six hundred thousand dollars [\$600,000] per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq., as it is from time to time amended, or otherwise available to Thornton, its officers, its agents, or its employees.

All policies shall include a provision that the coverages afforded under the policies shall not be canceled or materially changed prior to the natural termination date until at least thirty (30) Calendar Days prior written notice has been sent to Thornton. The Certificate(s) shall indicate the form used, if any, under which this provision is included.

Basis of Award:

Award shall be made to the responsive, responsible Bidder determined to provide the best value for the requested products/services. The following is a list of the criteria that may be used in determining the Award:

- A. Responsiveness to the terms and conditions of the RFQ;
- B. Responsibility of the Bidder;
- C. Adherence to Specifications and ability to achieve the Project goals;
- D. Delivery and/or completion time;
- E. Prices quoted;
- F. Local vendor consideration;
- G. Overall cost effectiveness and greatest benefit as deemed in the best interest of Thornton;
- H. Any other factor deemed by Thornton to affect the value received; and/or
- I. Ability to interact with security badge clearance system.

Thornton-based businesses may be granted consideration in evaluation of price quotes if they meet the following criteria:

- A. The business maintains an office, manufacturing, training, retail, or repair facility within Thornton city limits;
- B. The business has a current Thornton business license;
- C. The business is current on all Thornton obligations; and
- D. The Bidder requests the consideration on the Bid Proposal Form and supplies the necessary documentation.

All nonmonetary bid criteria being equal, Thornton business' price quotes will be discounted for the purpose of evaluating the quotes when compared to non-Thornton-based businesses by the lesser of five percent (5%) of the price quote or ten thousand dollars (\$10,000).

Project Goals / Minimum Requirements:

The goal of this Project is to install a new bi-parting, stainless steel, two-stop dumbwaiter elevator that can integrate with the existing Hirsch badge security system of the Courts department.

Base Bid & Bid Alternates

Scope of Work for the Base bid shall include:

- Removal of existing dumbwaiter system; and
- Furnish and installation of the new dumbwaiter system.



Other Considerations

Operation and maintenance will be considered. Therefore, please include information pertaining to the following in your bid proposals:

1. Provide explanation of warranty included with proposed product;
2. Inspections; and
3. Service plans and maintenance information.

Disclosure Pursuant to Thornton City Charter Section 7.4:

Thornton is prohibited from entering into any contract or purchase involving an amount in excess of one hundred dollars (\$100) in which any City Council Member, member of a board or commission, Municipal Judge, City Manager, City Attorney, or employee of the City of Thornton, or any such person's family member, domestic partner, or person assuming a relationship being the substantial equivalent of the above, has an existing or pending direct or indirect financial, pecuniary, or personal interest in the Bidder or this Request for Quotation.

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ATTACHMENT 1 GENERAL SERVICE AGREEMENT

This General Service Agreement for the **COURTS DUMBWAITER REPLACEMENT, Project No. 269-23** is made and entered into this _____ day of _____, 20____, (“Effective Date”) by and between the **City of Thornton**, a Colorado home rule municipality, in the state of Colorado (hereinafter, “Thornton”) and **Business Name**, whose principal place of business is located at **Business Address** (the “Service Provider”). Thornton and Service Provider hereafter may be referred to collectively as, the “Parties” or individually as the “Party.”

I. RECITALS

- A. Thornton requires Services in connection with **Courts Dumbwaiter Replacement, Project No. 269-23** (the "Project").
- B. On or about June **XX**, 2023, Thornton selected Service Provider as the most qualified firm to provide the Work described in this Agreement.
- C. Service Provider further represents it has the requisite skills, knowledge, expertise and experience to perform the Work Thornton needs and requires during the term of this Agreement;

For good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

II. TERMS & CONDITIONS

- A. **Project Description.** The Services include the installation of a new bi-parting, stainless steel, two-stop dumbwaiter elevator that can integrate with the existing Hirsch badge security system of the Courts department.
- B. **Scope of Services.** Upon receipt of a written Notice to Proceed from Thornton, Service Provider will furnish all of the labor, supplies Materials and Equipment, and any other facilities or resources required to perform and complete the Work.
- C. **Commencement Date, Term.** Time is of the essence for the procurement and installation of the dumbwaiter elevator system.
 - 1. This Agreement shall commence on the date written above and shall terminate at such time when all of the Scope of Work in **Exhibit A** up to, and through the end of the Warranty Phase is complete, or upon Thornton providing Service Provider with seven (7) Calendar Days advance written notice, whichever occurs first.



2. In the event this Agreement is terminated by Thornton for convenience as set forth below in Article III Section E.1 of this Agreement, Thornton shall issue a written Notice of Intent to Terminate and Thornton shall pay Service Provider for all Services previously authorized and completed prior to the date of the Notice of Termination and Service Provider shall not be entitled to profit or overhead on uncompleted Services. If, however, Service Provider has substantially or materially breached the terms of this Agreement, Thornton shall have any remedy or right of set-off available at law and equity.
3. Notwithstanding the foregoing, if Notice to Proceed for Services has been issued by Thornton to Service Provider and the Services will not be completed as of the Agreement termination date, and if Thornton desires Service Provider to complete the Work, the terms and conditions of this Agreement shall survive the termination date of the Agreement and continue until the Work is completed to Thornton's satisfaction.

D. **Contract Documents.**

1. The following documents, which includes any exhibit and attachment listed, contained or referenced in the Contract Documents, by this reference, are incorporated, verbatim, and will hereafter be, the Agreement:
 - a. Approved Amendments and change Orders to this Agreement;
 - b. This General Service Agreement (together with the following Exhibits):
 - i. Exhibit A Service Provider's Scope of Work;
 - ii. Exhibit B Service Provider's Key Personnel and Subcontractors Listing;
 - iii. Exhibit C Schedule of Charges;
 - iv. Exhibit D Special Conditions, if any; and
 - v. Exhibit E General Conditions.
2. In the event there is a conflict between any of the above-listed documents, the provisions of the document listed first in order shall govern over those documents listed in descending order in subparagraph E.1 above after the first listed document.
3. Service Provider may need additional documents to perform the required Work and Services, or to clarify certain aspects of the Work and Services, that are not listed in Section E.1 above. Such documents, unless specifically identified as such, are not Contract Documents. These documents, by way of example include, but are not limited to:



- a. The Request for Proposals (including Addenda);
- b. The Service Provider's response to the Request for Proposals; and
- c. Other Thornton policies and procedures as applicable.

E. **Personnel.**

1. Service Provider shall perform the Services with the employees, subcontractors, agents and all other persons ("Personnel") identified in the attached **Exhibit B**, unless otherwise authorized in writing by Thornton.
2. Service Provider shall employ competent Personnel at all times during the performance of the Work. Service Provider shall be responsible for acts and omissions of its Personnel working for Service Provider. Service Provider shall enforce strict discipline and good order among its Personnel performing the Work.
3. The person in charge shall represent Service Provider and communications given to the person in charge shall be as binding as if given to Service Provider. Important communications will be confirmed in writing. Other communications shall be similarly confirmed on written request.
4. Thornton, at any time, may revoke its approval of any person who is not performing in a manner satisfactory to Thornton, and Service Provider shall remove the objectionable person from the Work and replace them with someone acceptable to Thornton.

F. **Compensation.**

1. Remuneration. Thornton agrees to pay Service Provider for the satisfactory progression and completion of the Work.
2. A sum that is not to exceed ("NTE") the amount of:
 - **\$XX,XXX.XX** to procure and replace the Dumbwaiter in the Municipal Court Building.
3. Purchase Order Required. No Work shall be performed without a Purchase Order from Thornton issued to the Service Provider.



4. Invoicing.

- a. Unless directed otherwise by Thornton's representative, Service Provider shall submit and send a detailed invoice in .pdf format to ap.invoices@ThorntonCo.gov.
- b. Due Date. Compensation shall be due and payable thirty (30) Calendar Days after date of receipt by Thornton of a complete and correct invoice.
- c. Hourly Rate. Payments to Service Provider based on billable hourly rate and eligible reimbursable expenses shall include hourly breakdowns for all personnel and shall show an itemization of other charges.
- d. Required Invoice Information. Each invoice shall reference your assigned Purchase Order Number. Invoices shall also include a summary of the initial Agreement amount, amendments, total Agreement amount, and current billing and payment summaries.

G. Changes to Service Provider's Scope of Work, Terms, or Conditions.

1. A change in Service Provider's Scope of Work or this Agreement's terms and conditions is any change or amendment that is different from, or in addition to, either Service Provider's General Scope of Work as defined in **Exhibit A** of this Agreement or to these terms and conditions.
2. No such change, including any additional compensation, shall be effective or paid unless authorized by a written amendment or Change Order executed by the Thornton City Manager ("City Manager") or City Manager's designee(s).
3. If Service Provider proceeds without such written authorization, then Service Provider shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum meruit, or implied contract.
4. Except as expressly provided by this Agreement, no agent, employee, or representative of Thornton has the authority to change or modify - directly or by an implied course of action, the Scope of Work or this Agreement's terms and conditions. Any change made to this Agreement shall be in accordance with this Section H, above or the attached **Exhibit E**, respectively, that applies.



H. **Compliance with All Laws and Regulations.**

1. All of the Work performed under this Agreement by Service Provider shall comply with all applicable laws, rules, regulations, and codes of the United States and the State of Colorado and with the charter, ordinances, and rules and regulations of Thornton.
2. Service Provider's attention is directed to the fact that all applicable state and federal laws, county and city ordinances, licenses and regulations of all authorities having jurisdiction over this Agreement, and the Work shall apply to this Agreement throughout and they will be deemed to be included in this Agreement the same as though herein written out in full.

I. **Confidentiality Obligations.**

1. To the extent Service Provider requires Thornton to provide Service Provider with its reports and other data ("Confidential Information") as may be available to Thornton and reasonably required for Service Provider to perform the Work, Service Provider will keep Thornton's Confidential Information secret and will not disclose it to any third party, take or misuse any of the Thornton's Confidential Information, or any other information Service Provider acquires or has access to because of its provision of Work.
2. At all times this Agreement is in effect, Service Provider will not use or seek to use any of Thornton's Confidential Information for the Contractor's own benefit or for the benefit of any other person or business or in any way adverse to Thornton's interests.
3. Thornton's Confidential Information is Thornton's exclusive property, therefore, on Thornton's request or the termination of this Agreement, Service Provider will promptly return Thornton's Confidential Information including all documents, disks or other computer media or other materials in the Service Provider's possession or control containing any of Thornton's Confidential Information.
4. After this Agreement terminates, the Service Provider will preserve and not disclose directly or indirectly to any third-party Thornton's Confidential Information and will promptly advise Thornton of any unauthorized disclosure or use of its Confidential Information by any person or entity.
5. Service Provider is authorized by Thornton to retain copies of its documents at Service Provider's expense.



6. In regard to any electronic devices with data storage capability, including but not limited to, computers and copiers used by the Service Provider in connection with the performance of Work pursuant to this Agreement, Service Provider represents the following:
 - a. All devices, such as copiers or fax machines that are not intended to be a data storage device for purposes of performing the Work shall be routinely scrubbed, either manually or automatically, to delete any Confidential Information related to the Work.
 - b. When any electronic device with data storage capacity is taken out of service, all such devices will be securely scrubbed of all data related to Thornton's Project and all data storage drives will be physically destroyed before disposing of the device to insure no Confidential Information belonging to Thornton could ever be retrieved from such device.

J. **Ownership of Work Product.**

1. All Services, data, drawings, designs, plans, reports, studies, computer programs (nonproprietary), computer input and output, analyses, tests, maps, surveys, or any other materials ("Work Product") developed by Service Provider shall be the sole and exclusive property of Thornton. Service Provider agrees to transfer the Work Product's copyright, trademark, or other intellectual property rights for no additional cost to Thornton. However, any reuse of Work Product other than for the specific intended purpose of this Agreement by Thornton, without written authorization by Service Provider, will be at Thornton's risk.
2. Before disposing of any Work Product materials Service Provider shall provide Thornton with a ten (10) Calendar Day written notice indicating it has Work Product materials, to give Thornton a reasonable opportunity to take physical possession of Work Product materials.
3. Aerial photography supplied by Thornton to Service Provider shall not be utilized for any purpose other than to perform the Work on behalf of Thornton.

III. MISCELLANEOUS TERMS

- A. **Indemnification.** To the fullest extent permitted by law, Service Provider agrees to defend, indemnify and hold harmless Thornton, its officers, agents and employees, from and against all liability, judgments, damages or losses ("Claims") which arise out of, result from, or are in any manner connected with the Work to be performed under this Agreement. To the extent it is determined such Claims were caused by the



negligent acts, errors, or omissions of Service Provider, and/or its Subcontractors, officers, employees, agents or anyone else for whose acts they may be liable for, Service Provider will pay the expenses Thornton incurred because of such Claims including, but not limited to, court costs and reasonable attorneys' fees incurred in defending or investigating such Claims. Such payments on behalf of Thornton shall be in addition to any and all other legal remedies available to Thornton and shall not be considered Thornton's exclusive remedy.

B. **Insurance.** Service Provider agrees to procure and maintain in force during the term of this Agreement, at its own cost, the following coverages:

1. **Workers' Compensation Insurance.** Workers' compensation insurance as required by the Labor Code of the State of Colorado and Employer's Liability Insurance. Evidence of qualified self-insured status may be substituted.
2. **Commercial General Liability Insurance (MINIMUM LIMITS)**
 - a. Each Occurrence \$1,000,000.
 - b. Products/Completed Operations Aggregate \$1,000,000.
 - c. Personal and Advertising Injury \$1,000,000.
 - d. General Aggregate \$2,000,000.

The policy shall include coverage protecting against bodily injury, property damage, and personal injury claims arising from the exposures of (i) premises-operations; (ii) products and completed operations including materials designed, furnished, and/or modified in any way by Service Provider; (iii) independent subcontractors; (iv) contractual liability risk covering the indemnity obligations set forth in this Agreement; and (v) where applicable, liability resulting from explosion, collapse, or underground exposures. The coverage shall not exclude faulty workmanship as a covered occurrence.

If the above insurance is written on a claims-made form, it shall continue for three (3) years following termination of this Agreement. The insurance shall provide for a retroactive date of placement prior to or coinciding with the effective date of this Agreement.

3. **Automobile Liability Insurance.** Automobile liability insurance with minimum combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000) for any one (1) occurrence. This insurance will insure against bodily injury and/or property damage arising out of Service Provider's operation, maintenance, use, and loading or unloading of any auto including owned, non-owned, hired, and employee autos.



4. Additional Insured. Service Provider shall name Thornton, its officers, agents, and employees as additional insureds with respect to the Commercial General Liability, Auto Liability and, if required, Builder's Risk and Installation Floater coverages above.
5. Certificates of Insurance. A Certificate of Insurance shall be completed and forwarded along with the Additional Insured Endorsement to Thornton by Service Provider's Insurance Agent(s) as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect and shall be subject to review and approval by Thornton **prior to commencement of any Work under this Agreement**. The initial completed Certificate of Insurance and Additional Insured Endorsement shall be sent to:

City of Thornton
Andrew Villarreal, Contract Administrator
9500 Civic Center Drive
Thornton, CO 80229-4326

Subsequent Certificates of Insurance indicating renewal of coverage(s) shall be sent to Thornton's Risk Manager at certificatesofinsurance@ThorntonCo.gov no later than thirty (30) Calendar Days prior to the expiration date. Indicate "Renewal COI" in the e-mail subject line. Thornton reserves the right to request and receive a certified copy of any policy and any endorsement thereto. Service Provider agrees to execute any and all documents necessary to allow Thornton access to any and all insurance policies and endorsements pertaining to this particular Project.

6. Failure to Insure. Failure on the part of Service Provider or subcontractor to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of Agreement upon which Thornton may immediately terminate this Agreement, or at its discretion, Thornton may procure, or renew any such policy, or any extended reporting period thereto, and may pay any and all premiums if required, and all monies so paid by Thornton shall be repaid by Service Provider to Thornton upon demand, or Thornton may offset the cost of the premiums against any monies due to Service Provider from Thornton.
7. Other Insurance Requirements.
 - a. Service Provider shall cause any Subcontractor to procure and maintain adequate levels of insurance coverage for Workers' Compensation, Commercial General Liability, Automobile Liability, and other coverages Service Provider may require. For Commercial General Liability and Automobile Liability insurance of any



subcontractor, Thornton will be named as an additional insured. Service Provider shall prepare a schedule of required coverages for each of its Subcontractors and shall submit such schedule to Thornton prior to any Subcontractor commencing any Work under this Agreement. Such coverages for any Subcontractors shall be procured and maintained with forms and insurers acceptable to Thornton. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Service Provider.

- b. Service Provider shall procure and maintain the minimum insurance coverages listed herein. Such coverages shall be procured and maintained with forms and insurers acceptable to Thornton. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Service Provider pursuant to this clause. The coverage shall not exclude faulty workmanship as a covered occurrence. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- c. Other insurance with varying limits, which from time to time may reasonably be required by the mutual agreement of Thornton and Service Provider against other insurable hazards relating to the Work to be done.
- d. Every policy required above shall be primary insurance and any insurance carried by Thornton, its officers, or its employees shall be excess and not contributory insurance to that provided by Service Provider. Service Provider shall be solely responsible for any deductible losses under the policies required above.
- e. Service Provider shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Agreement by reason of its failure to procure and maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.
- f. All policies shall include a provision that the coverages afforded under the policies shall not be canceled, terminated, or materially changed prior to the natural termination date or until at least thirty (30) Calendar Days prior written notice has been sent to Thornton. The Certificate(s) shall indicate the form used, if any, under which this provision is included.



C. **Governmental Immunity**. The Parties hereto understand and agree that Thornton, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, C.R.S. 24-10-101 et seq., as from time to time amended, or otherwise available to Thornton, its agents, officers, or employees.

D. **Independent Contractor**.

1. It is understood and agreed by and between the Parties that the status of Service Provider shall be that of an independent contractor and of a person retained on a contractual basis to perform professional or technical services for limited periods of time and it is not intended, nor shall it be construed, that Service Provider is an employee or officer of Thornton under Chapter VII of the City Charter, or Chapter 54 of the City Code, or for any purpose whatsoever.

2. Without limiting the foregoing, the Parties hereby specifically acknowledge that **Service Provider** or any employee, agent or sub-contractor of Service Provider, **is not entitled to unemployment insurance benefits unless unemployment compensation coverage is provided by Service Provider or some other entity besides Thornton, that Service Provider is not entitled to Workers' Compensation benefits from Thornton, and that Service Provider is obligated to pay federal and state income tax on any monies earned pursuant to this Agreement.** The Parties further acknowledge that the provisions of this paragraph are consistent with Service Provider's insurance obligations that are set forth in this Agreement.

E. **Grounds for Termination**. Thornton may issue a written Notice of Intent to Terminate for the reasons that follow:

1. **Termination for Convenience**. In the event this Agreement is terminated for convenience, Service Provider shall not be entitled to profit or overhead on uncompleted Work. Thereafter, Thornton shall pay Service Provider for all Work previously authorized and completed prior to the date of the Notice of Termination.

2. **Termination for Cause\Default**. If Service Provider has substantially or materially breached the terms of this Agreement, or Thornton declares Service Provider is in "Default," in accordance with **Exhibit E**, shall be cause to terminate this Agreement and Thornton may seek to exercise all available legal and/or equitable remedies.

3. **Termination for Non-Appropriations**. In the event that the Thornton City Council fails to appropriate funds for the continuation of this Agreement for



any fiscal year past the initial year, Thornton may, at the beginning of the fiscal year for which the City Council does not appropriate such funds and upon prior written notice as provided for, terminate this Agreement without penalty and be released of further obligations.

F. **Venue / Law / Statute of Limitations.** This Agreement shall be governed by the laws of the State of Colorado, notwithstanding its choice of law principles. Any legal action concerning the provisions hereof shall be brought in the District Court, County of Adams, State of Colorado. Any action arising out of or relating to the Agreement or the Services asserted by Service Provider against Thornton shall be brought within two (2) years from when the action accrued, pursuant to C.R.S. § 13-80-102(h).

G. **Notice.** Any notice or communication between Service Provider and Thornton which may be required, or which may be given, under the terms of this Agreement shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first class, United States mail, addressed as follows:

THORNTON: City of Thornton
Contracts and Purchasing Director
9500 Civic Center Drive
Thornton, CO 80229-4326

SERVICE PROVIDER: _____

H. **Assignment.**

1. Service Provider agrees not to assign, pledge, or transfer its duties and rights in this Agreement, in whole or in part, without first obtaining the written consent of the City Manager or City Manager’s Designee(s).
2. Service Provider shall not assign all or any part of the Agreement or any monies due or becoming due without the written consent of Thornton and Service Provider's Surety. A copy of the consent of the Surety, together with a copy of the assignment, shall be filed with Thornton. If Service Provider assigns all or any part of any monies due or to become due under the Contract, the instrument of assignment shall contain a clause to the effect that it is agreed that the right of the assignee in and to any monies due or to become due to Service Provider under the Agreement shall be subject to prior claims and liens of all persons, firms and corporations for services rendered; for the payment of all Materials and Equipment furnished; for



payment of all Construction Equipment used or rented in the performance of the Work; and for the payment of any liens, claims, or amounts due federal, state, or local governments or any of their special enterprises.

- I. **No Waiver of Rights.** No assent, expressed or implied, to any breach of any one (1) or more of the terms and conditions of this Agreement shall be deemed to be or taken to be by Thornton a waiver of any subsequent breach of such terms and conditions.
- J. **Inspection of Records.** In connection with the Work performed hereunder, Thornton and any of its duly authorized representatives shall have access to all of Service Provider's books, documents, papers, and any other records of Service Provider that relate to the Work. Service Provider further agrees that such records shall contain information concerning the personnel who performed the Work, the specific Work they performed and the hours they worked. Service Provider shall retain these records for three (3) years after the termination date of this Agreement.
- K. **Conflict of Interest.** Service Provider agrees that it and its subsidiaries, affiliates, subcontractors, principals, or employees shall not engage in any transaction, activity, or conduct which would result in a conflict of interest. Service Provider represents that it has disclosed any and all current or potential conflicts of interest. A conflict of interest shall include transactions, activities, or conduct that would affect the judgment, actions, or Work of Service Provider by placing Service Provider's own interests, or the interest of any party with whom Service Provider has a contractual arrangement, in conflict with those of Thornton. Thornton, in its sole discretion, will determine the existence of a conflict of interest and may terminate this Agreement in the event such a conflict exists after it has given Service Provider written notice which describes the conflict. Service Provider shall have twenty (20) Calendar Days after the notice is received to eliminate or cure the conflict of interest in a manner acceptable to Thornton.
- L. **Coordination of Services.** Service Provider shall fully coordinate its Work with other service providers, contractors, or other entities performing work, which interfaces with or is affected in any way by Service Provider's Work and with any interested city or other governmental agencies.
- M. **Non-Discrimination.** Service Provider, its agents, employees, and subcontractors shall not discriminate on the basis of race, color, creed, national origin, ancestry, age, gender, religion, or mental or physical disability in any policy or practice.
- N. **Advertising and Public Disclosures.** Service Provider shall not include any reference to this Agreement or to Work performed hereunder in any of its advertising or public relations materials without first obtaining the written approval of the City Manager or City Manager's designee.



- O. **Time Is Of The Essence**. The Parties agree that in the performance of the terms and conditions of this Agreement by Service Provider that time is of the essence.
- P. **Inurement**. The rights and obligations of the Parties herein set forth shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns permitted under this Agreement.
- Q. **Headings**. The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.
- R. **Joint Venture**. If a Joint Venture, participants shall be jointly and severally liable to Thornton for the performance of all duties and obligations of Service Provider, which are set forth in this Agreement.
- S. **Taxes and Licenses**. Service Provider shall promptly pay, when they are due, all taxes, excises, license fees, and permit fees, of whatever nature applicable to Work which it performs under this Agreement and shall take out and keep current all required municipal, county, state, or federal licenses required to perform this Work. Service Provider shall furnish Thornton, upon request, duplicate receipts or other satisfactory evidence showing or certifying to the proper payment of all required licenses and taxes. Service Provider shall promptly pay, when due, all bills, debts, and obligations it incurs performing Work under this Agreement and to allow no lien, mortgage, judgment, or execution to be filed against land, facilities, or improvements owned by Thornton.
- T. **Severability**. In the event any of the provisions, or the application of any provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, the validity and enforceability of the remaining provisions, or applications thereof, shall not be affected.
- U. **No Third Party Beneficiaries**. The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement, shall be strictly reserved to Thornton and Service Provider and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person on such Agreement. It is the express intention of Thornton and Service Provider that subcontractors and any other persons other than Thornton or Service Provider receiving any benefits from this Agreement shall be deemed incidental beneficiaries only.
- V. **Electronic Signatures and Electronic Records**. The Parties consent to the use of electronic signatures. The Agreement, and any other documents requiring a signature hereunder, may be signed electronically by the Parties in the manner specified by any applicable City regulation, rule, and/or ordinance. The Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or



because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

- W. **Entire Agreement.** The Parties acknowledge and agree that the provisions contained in this entire Agreement and that all representations made by any officer, agent, or employee of the respective Parties, unless included herein, are null and void and of no effect. No alterations, amendments, changes, or modifications to this Agreement, except those, which are expressly reserved herein to the City Manager or City Manager's designee, shall be valid unless they are contained in an instrument that is executed by all the Parties with the same formality as this Agreement.

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This Agreement is expressly subject to and will not become effective or binding on Thornton until it is fully approved and executed by Thornton.

APPROVED AS TO LEGAL FORM:
Tami Yellico, City Attorney

CITY OF THORNTON, COLORADO:

By: _____
Michael J Hickman
Senior Assistant City Attorney

Kimberly Newhart
Finance Director

ATTEST:

CITY OF THORNTON, COLORADO:

Kristen N. Rosenbaum, City Clerk

Sean Saddler, PE
Support Services Director

ATTEST FOR FIRM SIGNATURE: (If corporation)	FIRM NAME ALL CAPS:
_____ Signature	_____ Signature
_____ Print Name	_____ Print Name
_____ Title	_____ Title



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EXHIBIT A

SERVICE PROVIDER'S SCOPE OF WORK

Description Of Services To Be Done:

Thornton requires that the following procurement and installation services be performed by the Consultant as it relates to the above-described Project and constitutes the basis for this Agreement.

The Services include the demo and installation of the dumbwaiter system. This includes the security badge release on the public side, for employee access. The dumbwaiter also needs to be:

- Stainless Steel;
- Two-stop;
- Secured by access card reader; and
- Bi-parting Counter loading.

Project Goals / Minimum Requirements:

The goal of this Project is to install the new dumbwaiter system into the current spot where the old one is, and to enable to the security clearance needed to allow for secure opening and closing on the public side.

- A. **Invoices and Applications for Payment.** Charges shall comply with **Exhibit C, Schedule of Charges**. For any Services required by Thornton in or on Thornton owned property, or in or on non-Thornton owned property which Thornton is responsible to pay, Service Provider shall provide a detailed Invoice or Application for Payment necessary to complete the Work.

Documentation of the costs acceptable to Thornton as defined in **Exhibit C** shall be attached to each of Service Provider's invoices or Applications for Payment.

All Invoices or Applications for Payment shall, at a minimum, include the following:

- Project Name, and Project Number;
- Thornton's Purchase Order Number;
- Dates and times of Services performed;
- Location of the Services performed;
- Unit costs with percentages performed if applicable;
- An itemized list of all Services performed.

- B. **Submission of Invoices and Applications for Payment.** Invoices, including all documentation, may be scanned and e-mailed to ap.invoices@ThorntonCo.gov. Alternatively, a hard copy may be mailed to the attention of Accounts Payable.



Applications for Payment shall be submitted directly to Thornton's Project Manager. Thornton reserves the right to request any additional backup information deemed necessary to substantiate the Service Provider's (or it's Subcontractors') invoiced costs prior to release of payment for the invoiced Services.

- C. **Compliance with Federal, State and Local Regulations, Rules and Standards.**
All Work shall be conducted according to all most recent federal, state, and local regulations. Service Provider is responsible for obtaining any necessary permits and licenses required to perform Work. All employees and/or subcontractors of the Service Provider shall be trained and adequately qualified and/or certified to efficiently, effectively, and lawfully execute the services being rendered.

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EXHIBIT B

**SERVICE PROVIDER'S KEY PERSONNEL AND
SUBCONTRACTORS LISTING**

Key Personnel:

Employee Name

Role/Job Title

Subcontractor/Supplier Listing:

Company Name

Trade or Specialty

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EXHIBIT C

SCHEDULE OF CHARGES

- A. **\$** _____ to procure and replace the Dumbwaiter in the Municipal Court Building.
- B. Working Hours. Regular hours shall be between 7:00 a.m. and 5:00 p.m., Monday through Friday, except Service Provider's observed holidays. Overtime rates shall be in effect during all other times.
- C. **Remedy of Defective Work during Construction and Warranty Correction Work**. Costs incurred by the Service Provider to repair defective Work, whether during the Work phase or during the Guarantee Period, are not reimbursable to the Service Provider and shall not be included in invoices or Applications for Payment. The Service Provider, at no additional cost to Thornton, shall repair defective Work.

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EXHIBIT D**SPECIAL CONDITIONS**

- A. **Thornton Provided Materials and Equipment.** In the event that Thornton provides Materials and/or Equipment to the Service Provider for use in association with the Work, Service Provider agrees to accept responsibility and control of such Materials and/or Equipment once the Materials and/or Equipment are in Service Provider's care. Under these circumstances, Service Provider shall maintain the Material and Equipment as if it was purchased and supplied by the Service Provider. In the event that the Material and/or equipment is damaged while in Service Provider's care, the Materials and/or Equipment will be repaired or replaced at Service Provider's expense, as necessary to complete the Work to Thornton's satisfaction.
- B. **Dispute Resolution.**
1. Unless otherwise agreed in writing, Service Provider shall continue to perform the Work during any dispute or dispute resolution proceedings. If Service Provider continues to perform, Thornton shall continue to make payments in accordance with this Agreement. The Parties shall attempt to resolve the dispute between the Parties' chosen representatives.
 2. If either Party claims that attempts to resolve the dispute have reached an impasse, the Parties shall refer the dispute to the City Manager or City Manager's designee(s) to reach resolution through good faith direct discussions. The Parties agree the representatives should possess the necessary authority to resolve the dispute. If the dispute remains unresolved after thirty (30) Days the Parties shall submit the dispute to mediation, which shall be held in the City of Thornton. The Parties shall share equally in the mediator's fees.
 3. If mediation is unsuccessful, the Parties may proceed to litigation. Any legal action concerning or arising out of this Agreement shall be brought in the District Court, County of Adams, State of Colorado.
 4. Any action arising out of or relating to this Agreement asserted by Service Provider against Thornton shall be brought within two (2) years from when the action accrued pursuant to C.R.S. § 13-80-102(h), as may be amended.
 5. This Agreement shall be governed by the Laws of the State of Colorado notwithstanding its choice of law principles.
- C. **Retainage.** Thornton shall make progress payments for the Work as it progresses using Service Provider's invoices or Application for Payment and make a payment



to Service Provider within thirty (30) Calendar Days after receipt by Thornton of a complete and correct invoice or Application for Payment. Thornton shall withhold retainage of five percent (5%) from each invoice or Application for Payment until the Work is one hundred percent (100%) complete and accepted by Thornton and the period for filing verified statement of claims has expired. In no case will the value of the retainage withheld at the conclusion of the Work be less than five percent (5%) of the total Cost of the Work. Thornton will publicly advertise Notice of Final Settlement as required by 38-26-101 et. seq. C.R.S. Thornton will make Final Payment of retainage, less any sums withheld due to a properly filed verified statement of claim, if any, on the date of Final Settlement.

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EXHIBIT E

GENERAL CONDITIONS

- I. **DEFINITIONS AND TERMS** – When the Contract Documents indicate that Work shall be "accepted, acceptable, approved, authorized, condemned, considered necessary, contemplated, deemed necessary, designated, determined, directed, disapproved, established, given, indicated, insufficient, interpreted, ordered, permitted, rejected, required, reserved, satisfactory, specified, sufficient, suitable, suspended, unacceptable, or unsatisfactory", it shall be understood that these expressions are followed by the words "by Thornton". References made as to masculine in gender and singular in number shall be applicable to all genders and the use of singular in number shall include the plural and conversely.
1. **Advertisement** – A public announcement inviting Proposals for Work to be performed and/or Materials and Equipment to be furnished.
 2. **Amendment** – Written changes, modifications, or alterations to the Agreement, agreed to and executed by the Parties.
 3. **Award** – The acceptance by Thornton of a Proposal.
 4. **Basis Of Payment** – The terms under which Work is paid under the Scope of Work, and/or Contract Documents.
 5. **Bidder** – An individual, firm, or corporation submitting a Proposal for the advertised Work. May also be referred to as proposing firm.
 6. **Calendar Day** – Each and every day shown on the calendar, beginning and ending at midnight.
 7. **Changed Or Extra Work** – Work not provided for in the Scope of Work as awarded or the Contract Documents but determined by Thornton to be essential to the satisfactory completion of the Work for its intended purpose.
 8. **City Manager** – City Manager is the chief administrative officer of the City of Thornton with the expressed functions and duties as set forth in Chapter 5 of the City of Thornton Charter.
 9. **Completion Date** – The date on which all the Work is specified to be Substantially Complete.



10. **Condition Precedent** – An act or event that shall occur prior to the start of a subsequent act or event as defined by the Contract Documents.
11. **Construction Equipment** – All plant, machinery, tools, and apparatus, including parts and supplies for operation and maintenance, which are necessary for the proper performance and acceptable completion of the Work.
12. **Contract Documents** – The documents defined in the Agreement, by way of illustration not limitation, the surety bonds, if any, Specifications, Drawings, the Scope of Work, Notice to Proceed, Change Orders, Substantial Completion, Initial Acceptance, Final Acceptance, proposals, addenda and similar documents.
13. **Contractor** – The party contracting directly with Thornton to furnish and perform all Work in accordance with the Contract Documents. May also be referred to as Service Provider.
14. **County** – The County in which the Work is to be done.
15. **Cost of Work** – The basis of compensation to Service Provider for the Work as defined in the Contract Documents.
16. **Day** – Unless otherwise defined shall mean Calendar Day.
17. **Defective** – An adjective which, when modifying the word Work refers to work that is unsatisfactory, faulty or deficient, in that it does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test or approval referred to in the Contract Documents or has been damaged prior to final payment (unless responsibility for the protection thereof has been assumed by Thornton in writing at Substantial Completion).
18. **Drawings** – The drawings, or reproductions, provided by Thornton that show the location, character, dimensions, and details of the Work to be done. May also be referred to as Plans.
19. **Engineer** – The Engineering Director – Infrastructure, Contracts and Purchasing Director, or their designated representatives.
20. **Final Acceptance** – The acknowledgment by Thornton that the Warranty Period has expired and there appear to be no outstanding items to be corrected under the provision of the warranty.



21. **Final Payment** – Payment made to Service Provider, including release of any retainage withheld, following Thornton's granting of Initial Acceptance of the Work and/or Contract Documents.
22. **Final Settlement Date** – The date designated by Thornton in accordance with CRS 38-26-107, or as subsequently amended.
23. **Good and Workmanlike Manner** – In a manner generally considered skillful by those capable of judging such Work and as compared to the industry standard practices in the Denver Metropolitan Area.
24. **Good Repair** – A condition free from any defect, functional problems or structural deterioration (except that from ordinary and reasonable use) which appreciably reduces the effectiveness or efficiency of the Work or improvement for the purpose intended, or any departure from the standards of original condition described in the Scope of Work, and/or Contract Documents. Service Provider warrants that the Work shall be in Good Repair during the Warranty Period.
25. **Guaranty Period** – See, Warranty Period.
26. **Hazardous Material** – is any substance or material identified now or during the term of the Agreement as hazardous under any Laws or any other substance or material which may be considered hazardous or otherwise subject to statutory or regulatory requirements governing handling, disposal or clean-up.
27. **Initial Acceptance** – An acknowledgment by Thornton that, to the best of Thornton's knowledge, all Work, including punch list items, has been completed in accordance with the Drawings, Specifications and other Contract Documents. Initial Acceptance shall not release Service Provider of any warranty or guaranty obligations.
28. **Thornton Representative** – The individual employee or agent assigned and designated as Thornton's primary representative to observe the prosecution of the Work by Service Provider.
29. **Key Personnel** – Service Provider's personnel functioning in the role of owner, principal, manager, superintendent, or supervisor who typically have responsibility for assuring the Work is performed per the Agreement.
30. **Materials and/or Equipment** – All components, articles, appliances, devices, substances, supplies, and miscellaneous items specified or required for use in the performance of the Work.



31. **May** – Permissive.
32. **Milestone Date** – A principal event specified in the Contract Documents relating to an intermediate completion date or time prior to Substantial Completion of the Work.
33. **Non-Conformance** – Not in accordance with the terms and conditions set forth in the Contract Documents.
34. **Notice to Proceed** – Written notice to Service Provider to proceed with the Work, which shall also include, Provider’s schedule, including, when applicable, the date of beginning and ending of the Work.
35. **Owner** – The City of Thornton or its designated representative may also be referred to as Thornton, City, or COT.
36. **Plans** – The drawings, or reproductions, which may be provided by Thornton which show the location, character, dimensions, and details of the Work to be done. May also be referred to as Drawings.
37. **Project** – The solicitation and award of this Agreement for on-call, as-needed services.
38. **Proposal** – The offer of a proposing firm, on the prescribed forms, to perform the Work at the rates quoted. May also be referred to as Bid or Bid Proposal.
39. **Purchase Order** – A document used to encumber funds to cover the cost of Work authorized by Thornton.
40. **Reference to Trade Contractors** – When only this principal Agreement exists for all Work covered by the Contract Documents, reference to trade contractors in the Contract Documents shall not create any contractual relationship between Thornton and any trade contractor with whom the principal Service Provider may subcontract.
41. **Right-of-Way** – A general term denoting land, property, or interest therein, acquired for or devoted to the construction or maintenance of an improvement; may also be referred to as ROW.
42. **Salvageable Material** – Material that can be saved or salvaged.
43. **Samples** – Physical examples furnished or constructed by Service Provider to illustrate Materials, Equipment, workmanship, or finishes, and to establish standards by which the Work will be judged.



44. **Schedule of Work** – A bar chart schedule or a critical path method schedule, in accordance with the Contract Documents, which graphically depicts Service Provider's plan for the performance of the Work from Notice to Proceed to Substantial Completion of the Work.
45. **Change Order** – A written order issued to Service Provider by Thornton which covers additions, deletions, or revisions to the Contract Documents, as well as Extra Work, and which establishes the Basis of Payment and any time adjustment for the Work affected by the Change Order.
46. **Price** – The monies payable by Thornton to Service Provider for completion of the Work in accordance with the Contract Documents.
47. **Time** – The number of Calendar Days, including authorized time extensions, allowed for Substantial Completion of the Work. Where a calendar date of completion is specified, the Work shall be substantially completed on or before that date, including authorized time extensions.
48. **Service Provider** – The party contracting directly with Thornton to furnish and perform all Work in accordance with the Contract Documents. May also be referred to as Contractor.
49. **"Shall" Implied** – In the interest of conciseness, some sentences, statements and clauses used in the Contract Documents exclude any form of the verb "shall" normally expressed in a verb phrase with verbs such as "furnish", "install", "provide", "perform", "construct", "erect", "comply", "apply", "submit", etc., but any such sentences, statements and clauses shall be interpreted to include the applicable form of the phrase "Service Provider shall" and the requirements described therein shall be interpreted as mandatory elements of the Agreement.
50. **Shall** - Mandatory.
51. **Submittals** – Shop Drawings, diagrams, illustrations, certificates, test reports, schedules, performance charts, brochures, shop layouts, fabrication layouts, assembly layouts, foundation layouts, wiring and piping layouts, specifications and descriptive literature, and any other submittals required by the Contract Documents, which are prepared by Service Provider or any Subcontractor, manufacturer, supplier, or distributor, and which illustrate some portion of the Work.
52. **Specifications** – Those portions of the Contract Documents, also known as the Technical Specifications, consisting of the written technical descriptions of Materials, Equipment, systems, standards, and workmanship as applied to the completion of the Work.



53. **Subcontractor** – A party supplying labor and material or only labor for Work at the site for, and under separate contract with, Service Provider. Nothing contained in the Contract Documents shall create any contractual relationship between Thornton and any Subcontractor.
 54. **Substantial Completion** – When the Work is sufficiently completed so it may be utilized by Thornton for all of the purposes for which it was intended, in accordance with applicable life, health, and safety codes, but exclusive of minor Work to be completed or corrected as typically referred to in the industry as “Punch List” Work.
 55. **Superintendent** – Service Provider's authorized representative in charge of directing Service Provider's on-site Work.
 56. **Warranty Period** – The period from Initial Acceptance to Final Acceptance that Service Provider is responsible for corrections to keep the Work in Good Repair.
 57. **Work** – All Materials and Equipment incorporated or to be incorporated into the Work and all labor, expendable equipment, utilities, transportation, operations and services necessary to complete the Work, including, in part, all obligations, duties, and responsibilities necessary to the successful completion of the Work in a Good and Workmanlike Manner.
- II. **NOTICE TO PROCEED** - A written Notice to Proceed (“NTP”) will be issued to Service Provider by Thornton. The Contract Documents shall describe the specific Scope of Work requirements, the method of compensation and the estimated cost, and schedule for Service Provider to perform all required Work. Service Provider shall not begin performing any Work until Thornton has issued a written NTP to Service Provider.
- III. **SERVICE PROVIDER'S RESPONSIBILITIES**
- A. **Right of Entry.** Service Provider shall provide to Thornton, or representatives of the federal, state, county, district, and municipal governmental officials and services, complete and free access to the Work, whenever Thornton requests access.
 - B. **Protection of Persons.** Service Provider shall:
 1. At all times protect the lives and health of its employees performing Work;
 2. Take all necessary precautions for the safety of all persons on or in the vicinity of the Work site; and



3. Comply with current federal, state, county and municipal safety laws and building codes, and all applicable laws regarding worker health and safety related to the prevention of accidents and injuries to persons on or about the Work site. If the state where the Work will be performed has legislation concerning occupational safety and health, Service Provider will comply with such legislation and its applicable rules and regulations now and as amended.
- C. **Protection of Work.** Service Provider shall at all times safely guard and protect the Work; provide, erect, and maintain suitable barriers around all excavations or obstructions to prevent accidents; and provide, place, and maintain during the night, sufficient lights, signals, and signs for this purpose on or near the Work. Service Provider shall at all times, until its completion, protect the Equipment and Material from accidental or any other damage, and shall be responsible to pay for replacement or repair of any damages thus occurring in accordance with the provisions in Subsection 35(g) Operations and Storage.
- D. **Personnel, Subcontractors.** Service Provider shall:
1. Provide and maintain, continually on the site of the Work during its progress, adequate and competent superintendence of all operations for and in connection with the Work under this Agreement. Service Provider shall either personally superintend its Work or shall cause it to be done by a capable superintendent acceptable to Thornton. Said Superintendent shall have authority to see that the Work is carried out in accordance with this Agreement and in a first class, thorough, and Good and Workmanlike Manner in every respect.
 2. Dismiss incompetent, disorderly, intemperate, or incorrigible employees when requested by Thornton and such person shall not again be permitted to return to the Work without the written consent of Thornton.
 3. Indemnify and hold Thornton harmless from any and all loss or damages arising out of jurisdictional labor disputes or other labor troubles of any kind that may occur during the performance of any Work under this Agreement.
 4. Provide, at the request of Thornton, such reasonable information about his employees as may be necessary, including in part, name, address, and social security number.



E. **Licenses and Permits.** Service Provider shall:

1. Obtain, at its expense, all appropriate licenses from Thornton and/or other governing jurisdictions before the start of the Work. A Master Plumber's License is required for connecting to water and sanitary sewer mains in Thornton. Costs associated with obtaining a Master Plumber's License are the responsibility of Service Provider.
2. Obtain and purchase all permits necessary for performance of the Work, including federal, state, county, and local permits before commencing any Work, unless otherwise specified or indicated by Thornton.
3. Obtain its building permits from the City of Thornton, City Development Building, Inspection Division located at 9500 Civic Center Drive.
4. Obtain its construction permits from the City of Thornton, City Development Planning Division located at 9500 Civic Center Drive.
5. Obtain its traffic control permits from the City of Thornton Infrastructure Department, Traffic Division located at 12450 Washington Street.
6. When needed, obtain its NPDES permits from the Colorado Department of Public Health and Environment.
7. There is no charge to Service Provider for any of the permits listed in (3) through (5), above.

F. **Operations and Storage.** Service Provider shall:

1. Confine all operations, including storage of Materials and Equipment, to areas authorized by Thornton.
2. Be liable for and pay any costs associated with restoring all damages caused by Service Provider and its Subcontractors to the premises and will not include those costs to restore the premises to its original condition as part of the Cost of the Work.
3. Be wholly responsible for the care, compliance with law, and storage of Materials or Equipment delivered on the Work site or purchased for use in the execution of the Work. Stored Materials or Equipment shall be carefully protected at all times from damage and deterioration and be located to facilitate inspection by Thornton. The responsibility for the care and storage of Materials or Equipment belongs solely to



Service Provider regardless if Service Provider or Thornton furnished the Materials and Equipment. Storage of Materials or Equipment shall not interfere with the progress of Service Provider's Work or the work of any other contractor.

4. Be liable for and pay the costs associated with restoring any damages to Materials and Equipment caused by its Subcontractors, whether in storage or incorporated into the Work and will not include the costs to restore damaged Materials or Equipment to their original condition as part of the Cost of the Work.
5. Be liable for the costs of removal and replacement, or other remedial measures for Materials and Equipment installed that do not meet the requirements of the Contract Documents and will not include those costs as part of the Cost of the Work.

G. **Stockpiling Material.** Service Provider shall not stockpile Materials or Equipment in the public streets or ROW, except for that which is expected to be used that day. At all times, Service Provider shall provide access to the individual residents/users adjacent to the Work site, as well as necessary services they may require (e.g., mail service, trash collection, etc.).

H. **Staging Area.** Service Provider is solely responsible for acquisition and payment of any staging area to be used during the Work period. This area shall be secure to prevent loss of Materials and Equipment. Any replacement of Materials and Equipment shall be the responsibility of Service Provider at no additional cost to Thornton.

I. **Workmanship, Materials, and Equipment**

1. All Material and Equipment furnished by Service Provider shall be new and unused and shall strictly conform to the Contract Documents. Competent labor, mechanics, and tradesmen shall be used on the Work. Experienced manufacturer's representatives shall be used to supervise the installation of Equipment as may be required by Thornton. Any special tools or Construction Equipment, which may be required, shall be provided by Service Provider.
2. The acceptance at any time of Materials or Equipment by or on behalf of Thornton shall not be a bar to future rejection if they are subsequently found to be defective, inferior in quality, or uniformity to the Materials or Equipment specified, or are not as represented to Thornton.



- J. **Sanitary Conveniences.** Service Provider shall furnish the necessary sanitary conveniences, properly secluded, for the use of workers during performance of the Work, and these conveniences shall be maintained in a manner that will be inoffensive and in compliance with federal, state, and local health and sanitation requirements.
- K. **Clean Up.** Service Provider shall:
1. Maintain general cleanup practices and keep all ROW, streets, alleys, sidewalks, parking lots, yards, and other premises free from material and debris to the extent the Work permits. Upon the completion of any part of the Work, Service Provider shall remove all surplus material, mud, rubbish, debris, or other objectionable items and leave all areas in a safe, acceptable condition. Under no circumstances shall Service Provider allow any condition to exist that creates a nuisance, fire hazard or an environment injurious to health or safety, or an attraction for children, animals, etc., during or after performance of the Work.
 2. Upon receiving a Clean-up notice from Thornton, if Service Provider fails to comply, Thornton shall have the right to clean up such material and debris, make repairs, and charge the cleanup cost to Service Provider, and deduct the cost from any monies due or that may be due to Service Provider.
- L. **Additional Responsibilities.** Service Provider shall:
1. Supervise, inspect, and direct the Work completely and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with this Agreement. Service Provider shall be solely responsible for the means, methods, techniques, sequences, and procedures of the Work.
 2. Be responsible to see that the completed Work complies accurately with the Contract Documents. If required by Thornton, Service Provider shall either correct the Defective Work, whether fabricated, installed or completed or not, or if the Work has been rejected by Thornton, remove it from the site and replace it with Work that is not defective. Service Provider shall pay all claims, costs, losses, and damages caused by or resulting from such correction or removal (including, but not limited to, all costs of repair or replacement of Work of others) and these costs shall not be included in the Cost of the Work or be eligible for reimbursement by Thornton.



3. Service Provider shall comply with all federal, state, county, district, and municipal laws, ordinances, rules, regulations, building codes, and safety codes relating to or applicable to the Work, and shall furnish certification of compliance at completion of the Work upon request of Thornton.
4. Service Provider shall perform all Work and furnish all Materials and Equipment, Construction Equipment, labor, transportation, superintendence, testing, facilities, services, means, methods, techniques, insurance, and utilities, except as otherwise specified in this Agreement, necessary or proper to perform and complete all Work required by and in accordance with the Contract Documents and pay all applicable taxes incidental to performing said Work and furnishing such items.
5. Service Provider alone shall be completely responsible for:
 - a. All means, methods, techniques, sequences, and coordination of all Work and services under the Contract Documents;
 - b. All conditions at the job site, including in part safety of all persons and property;
 - c. The supervision, direction, and control of all Work and services; and
 - d. All safety procedures and precautions necessary in connection with the Work and services.
 - e. These responsibilities of Service Provider shall apply continuously and shall not be limited to normal working hours. Review of the Work by Thornton shall not relieve Service Provider of such responsibilities.
 - f. Service Provider shall furnish, erect, maintain, and remove all temporary works and facilities as may be required to perform the Work.
 - g. Service Provider alone shall be fully responsible for the safety, efficiency, and adequacy of their Construction Equipment, Materials and Equipment, facilities and appliances, and for any damage, which may result from their failure or their improper erection, installation, maintenance, or operation.



- M. **Service Provider's Schedule Of Work.** This schedule shall be Service Provider's Working Schedule and shall be used to plan, organize, and execute the Work; record and report the progress of the Work; and forecast remaining Work. Service Provider shall be responsible for assuring that all Subcontractor Work, acquisition and delivery of Materials and Equipment, as well as its own Work, are included in the Schedule of Work and that the schedule represents a coordinated plan of Work.
- N. **Coordination With Thornton And Other Contractors.** Service Provider is advised that completion of the Work may require coordination with Thornton personnel and other trades and/or contractors under separate contracts with Thornton. Special efforts will be made by Service Provider to cooperate with other entities that may be on the site and to not interfere with or delay others in the prosecution of their work.
- O. **Performance and Labor & Material Payment Bonds.**
1. If the estimated cost of the Work exceeds fifty thousand dollars (\$50,000), and/or is required by Thornton, Service Provider shall furnish two (2) separate surety bonds (in substantially the form which shall be attached hereto), in an amount at least equal to one hundred percent (100%) of the estimated Cost of Work as security for the following:
 - a. The faithful performance of the Work and the terms, conditions, and stipulations contained therein;
 - b. Payment of all laborers and mechanics for labor performed and payment for all Materials and Equipment furnished, and for all Materials and Equipment used or rented in the performance of the Work.
 2. The Surety on such bonds shall be satisfactory to Thornton and shall be a duly authorized Surety company licensed to do business in the State of Colorado, and appearing on the latest Federal Register Circular 570 as published by the Department of the Treasury unless otherwise approved by Thornton. In no case will Sureties with less than a Best's A Rating be approved. The Surety will in no way be financially associated with Service Provider.
 3. Any and all bonds shall be so written to incorporate the Contract Documents, whether by reference or attachment, to give the Surety full notice of the conditions.



4. If at any time a Surety on any such bond shall become insolvent, is declared bankrupt, loses its right to do business in the state in which the Work is to be performed, or is no longer listed in Department of the Treasury Circular 570, Service Provider shall within ten (10) Calendar Days after notice from Thornton to do so, substitute acceptable bonds in such form and sum and signed by such other sureties as may be satisfactory to Thornton.

IV. THORNTON'S RESPONSIBILITIES AND AUTHORITY

A. Engineer.

1. Engineer is the agent of Thornton but only to the extent provided in the Contract Documents and Engineer's agreement with Thornton. Thornton may retain a consulting Engineer to furnish engineering services during performance of the Work. Thornton or its Engineer shall observe and review the Work during construction, provided, however, compliance with the Contract Documents shall be solely Service Provider's responsibility, notwithstanding such observation or review. Thornton may suspend the Work when it appears such suspension may be necessary to accomplish the proper implementation of the intent of the Contract Documents.
2. The Engineer's authority to observe, review or suspend the Work, or exercise such other authority as may be granted to Thornton by the Contract Documents, shall not be construed or interpreted to mean supervision of the Work, which is Service Provider's sole responsibility, nor make Thornton or Engineer responsible for providing a safe place for the performance of Work by Service Provider, its employees, Subcontractors or suppliers, or for access, visits, use, work, travel or occupancy by any other person.
3. Thornton's Engineer shall have the authority to reject any or all Work, Materials and Equipment, which does not conform to the Contract Documents, and to decide technical questions that arise in the execution of the Work.

B. Thornton shall make the final determination of the amount, quality, acceptability and fitness of the Work, including Materials and Equipment, which are to be paid for under this Agreement.

C. Thornton's decisions shall be final and conclusive, except as otherwise expressly provided. In case any question shall arise relative to the Contract Documents or to a specific Scope of Work, the determination of Thornton shall be a Condition Precedent to Service Provider's right to receive payment for Work affected by such determination.



- D. Thornton shall decide the meaning and intent of the Contract Documents or a specific Scope of Work that may be ambiguous, obscure or is disputed.
- E. Thornton's Representative
1. Thornton may assign someone to act as the contact person and to monitor the quality and performance of the Work. Service Provider shall provide the Thornton Representative with the contact information of Service Provider's Superintendent and other key personnel before, or when the Work begins.
 2. Review the Work. During the progress of the Work, Service Provider shall grant the Thornton Representative reasonable access to the job site to observe Service Provider's performance of Work. Service Provider will give the Thornton Representative every reasonable opportunity and assistance to review and observe the prosecution of the Work. If any Work is covered before Thornton approves or consents, Service Provider, at its own expense, will uncover the Work for examination by Thornton.
 3. The fact that Thornton's Representative is present and on the jobsite is not to be construed as acceptance of Service Provider's Work or any part of it. Upon completing the Scope of Work, Service Provider shall notify Thornton to allow Thornton the opportunity to review the Work, and any tests and re-tests that require Thornton or its representative to review. When the Work is complete and substantially complies with the Contract Documents, Thornton will make Initial Acceptance. If the Work or any part of the Work is not acceptable, Service Provider shall perform the Work necessary for Initial Acceptance at no additional cost to Thornton.
 4. One of the primary interests of the Thornton Representative is to see that Work progresses expediently and in a Good and Workmanlike Manner, the Thornton Representative may, as the need arises, offer suggestions to Service Provider, which, at the discretion of the Service Provider, may or may not be followed. Thornton Representative's suggestions are only suggestions, and do not involve the assumption of responsibility, financial or otherwise, by either Thornton Representative or Thornton. Likewise, any assistance the Thornton Representative may give to Service Provider is not to be construed as the assumption of any responsibility in any manner, financial or otherwise, by Thornton Representative, or Thornton.
 5. Thornton Representative shall not be authorized to approve or accept any portion of the Work or to issue instructions contrary to the Contract



Documents. Such approvals, acceptance, or instructions, when given, must be in writing and signed by the City Manager or City Manager's designee(s).

6. Thornton Representative is not nor does it purport to be a Safety Engineer and is not engaged by Thornton in that capacity, and shall have neither the authority nor the responsibility to enforce safety laws, rules, regulations, procedures, or the safety of persons on and about the Work site.
7. Nothing in this subsection will be construed to require or place the responsibility for the method, manner or supervision of the performance of the Work upon the Thornton Representative or Thornton. Such responsibility rests solely with Service Provider.
8. Thornton's Representative will be kept informed on the progress of the Work and have access to and provide records related to the Work; act as liaison between Service Provider and Thornton; and will call the attention of Service Provider to any deviations from the Contract Documents. However, Thornton's Representative failure to call attention to Defective Work, deviations from the Scope of Work, and/or Contract Documents shall not constitute acceptance of non-conforming Work.
9. Materials and Equipment. Thornton Representative shall have authority to reject Defective Materials and Equipment; however, the failure of Thornton Representative to reject Defective Material or any other Work involving deviations from the Scope of Work, and/or Contract Documents shall not constitute acceptance of such Work.

F. Separate Contracts

1. Thornton reserves the right to let other contracts in connection with the Work, to include deletions in portions of this Agreement. Service Provider shall afford other contractors' reasonable opportunity for the introduction and storage of their materials, machinery, equipment, supplies, and the execution of their work, and shall properly connect and coordinate its Work with theirs.
2. If any part of Service Provider's Work depends upon the work of any other contractor for proper execution or results, Service Provider shall inspect and promptly report in writing to Thornton any lack of progress or defects in the other contractor's work that render it unsuitable for proper execution or results. Failure on the part of Service Provider to so inspect and report shall constitute an acceptance of the other contractor's work as fit and proper for the reception of Service



Provider's Work. No extra time will be allowed to Service Provider for failure on the part of Service Provider to inspect and report on the abovementioned unsuitable Work.

3. To ensure the proper execution of this subsequent Work, Service Provider shall measure existing work and shall at once report in writing to Thornton any incompatibility between the existing work and the Work anticipated by the Scope of Work, and/or Contract Documents.

G. Testing and Inspections.

1. Thornton may engage the services of an outside testing and inspection agency to test and inspect Service Provider's Work. Service Provider shall fully cooperate with any such agency and shall afford access to the Work and incidental tools, power, or other items necessary for the agency to perform their tests and inspections.
2. All tests and re-tests, unless otherwise provided, shall be in accordance with the pertinent sections of the latest edition of the standards applicable to the material or devices to be tested.

H. Reports, Drawings, Specifications and Other Data

1. Thornton will provide Service Provider with reports, Drawings, Specifications, and such other data as may be available to Thornton and reasonably required by Service Provider to perform the Work. No Project information shall be disclosed by Service Provider to third parties without prior written consent of Thornton or pursuant to a lawful Court Order directing such disclosure.
2. All documents provided by Thornton to Services Provider shall be returned to Thornton at the end of the Project or upon Thornton's request. Services Provider is authorized by Thornton to retain copies of such documents at Service Provider's expense.
3. Regarding any electronic devices with data storage capability, including but not limited to computers and copiers used by the Service Provider in connection with the performance of Work, Service Provider represents the following:
 - a. Devices, such as copiers or fax machines, which are not intended to be a data storage devise for purposes of performing the Work hereunder, shall have their data storage devices scrubbed each day, either manually or automatically, to delete any data related to Thornton's Project.



- b. At the time an electronic device with data storage capacity is taken out of service, all such devices will be securely scrubbed of all data related to Thornton's Project and all data storage drives will be physically destroyed prior to disposition of the device to insure no Thornton data could ever be retrieved from such device.
4. All data, drawings, designs, plans, reports, studies, schedules, computer programs (nonproprietary), computer input and output, analyses, tests, maps, surveys, or any other materials developed for this Project by Service Provider are and shall be the sole and exclusive property of Thornton. Service Provider hereby transfers any copyright, trademark, or other intellectual property rights to Thornton. However, any reuse of any documents by Thornton without prior written authorization by Service Provider, other than for the specific intended purpose of this Contract, will be at Thornton's risk. Prior to disposal of any Project documents, the Service Provider shall provide Thornton with a ten (10) Calendar Day written notice that it has documents it intends to dispose of, during which time Thornton may take physical possession of such documents.

V. PAYMENTS

- A. With each authorized progress payment, Service Provider shall submit to Thornton an itemized invoice or Application for Payment (as acceptable to Thornton). Invoices and Applications for Payment shall include hourly breakdowns (as applicable) for all personnel and other charges, which are supported by information substantiating Service Provider's claim for payment as Thornton may require. Service Provider shall reference the purchase order number on the invoices or Applications for Payment for the specific Scope of Work.
- B. The Service Provider warrants title to all Materials and Equipment covered by an invoice or Application for Payment, whether incorporated into the Work or not, shall pass to Thornton upon receipt of payment to Service Provider. Service Provider further warrants that upon submittal of an invoice or Application for Payment, all Work for which payment has been received from Thornton shall, to the best of Service Provider's knowledge, information and belief, be free and clear of all liens, claims, security interests and encumbrances in favor of Service Provider, Subcontractors, suppliers, or other persons or entities making a claim by reason of having provided labor, Materials or Equipment relating to the Work, and that such Materials and Equipment furnished or installed comply with the applicable requirements of the Contract Documents.



- C. Under no circumstances shall payment constitute a waiver of Thornton's right to require Service Provider to fulfill all of the terms and conditions of the Contract Documents.

VI. PAYMENT WITHHELD

- A. Thornton may withhold payment or, on account of subsequently discovered evidence, may nullify the whole or part of any payment certificate of such extent as may be necessary to protect Thornton from loss on account of any one or more of the following:
 - 1. Defective Work not remedied;
 - 2. Claims filed or notice indicating probable filing of claims of other parties against Service Provider;
 - 3. Failure of Service Provider to make payments properly to Subcontractors or to make payments for labor, Material, Equipment, Construction Equipment, or Equipment Rental;
 - 4. A reasonable doubt that the Work can be completed for the balance then unpaid;
 - 5. Damage to a Subcontractor or another contractor;
 - 6. Failure or refusal by Service Provider to comply with an instruction from Thornton within a reasonable time;
 - 7. Unsatisfactory prosecution of the Work;
 - 8. Any other violation of or failure to comply with the provisions of the Scope of Work, and/or Agreement;
 - 9. Being in arrears to Thornton for any invoices;
 - 10. Failure to supply or update Service Provider's Schedule of Work;
 - 11. Damage to Thornton's Property or Equipment.

VII. THORNTON ISSUED CHANGE ORDER FOR CHANGED OR EXTRA WORK

- A. Thornton's Authority to Issue Change Order. Without invalidating the Contract and without notice to any surety, Thornton may, at any time or from time to time, order additions, deletions, or revisions in the Work from the



Contract Documents, or require the performance of Extra Work neither covered by Drawings or Specifications not included in Service Provider's Proposal but, at the reasonable discretion of Thornton, deemed to be a necessary part of the Scope of Work by issuing a written Change Order. Changed or Extra Work shall in no way injuriously affect to invalidate the Scope of Work, and/or Contract Documents or Service Provider's bonds and the difference in cost will be added to or deducted from the price of the Work. Service Provider shall not charge for anticipated profits for any Scope of Work deleted by a Change Order.

- B. Service Provider's Change Order Proposal. Prior to preparation of a Change Order, Thornton may require Service Provider to submit an estimate of the cost of the change. In this instance, Service Provider shall prepare an estimate which includes an itemized cost breakdown for labor (including labor man-hours), Materials, and Equipment to be incorporated into the Work, Construction Equipment costs (both owned and rental equipment), Subcontractor bids, and reimbursable expenses. Include markup on Subcontractor's estimated bids, bonds if required, insurance, and Overhead and Profit. Any Changed or Extra Work performed by Service Provider without written approval from Thornton is done solely at Service Provider's risk, who waives any claim for additional compensation for Work performed without Thornton's written approval.
- C. Executed Change Order Required. Service Provider shall not proceed with any Changed or Extra Work without a written Change Order approved by Thornton.
- D. Change Order Compensation. Price adjustments, if any, to the Scope of Work shall be made using one or a combination of the following compensation methods as Thornton deems appropriate:
1. Unit Pricing;
 2. Lump Sum;
 3. Time & Material Cost.

Service Provider shall furnish satisfactory bills, payrolls, and vouchers covering all items of cost, and upon request, give Thornton access to its account records.

- E. Any Changed or Extra Work becomes a part of the Scope of Work, subject to all of its terms, conditions, stipulations, reviews, guaranties, tests and Service Provider's performance, and labor and materials bonds. Service Provider will provide, in writing that Surety agrees to the Changed, or Extra



Work. It is Service Provider's and the Surety's joint responsibility to be aware of all Contract Change Orders and to ensure that the value of the Labor and Material Payment Bond and the Performance Bond are modified as appropriate with each Change Order. In addition, the Surety shall ensure that Service Provider's bonding limit has not been exceeded by any Change Order.

- F. Thornton shall have the authority to make minor changes that do not cause extra cost or add to Scope of Work Time, or are inconsistent with the design concept and purposes of the Work. Otherwise, except in an emergency endangering life or property, no Changed or Extra Work shall be performed, and no Claim for Extra Cost is valid without a Change Order approved by Thornton.

VIII. SERVICE PROVIDER'S CLAIMS FOR CHANGED OR EXTRA WORK

- A. Notice Required. If in the opinion of Service Provider a Claim for Changed or Extra Work may be required, within ten (10) Calendar Days of Service Provider discovering the condition giving rise to the Request for Changed or Extra Work, Service Provider shall submit, in writing, a request for a Change Order for its Claim for Changed or Extra Work to Thornton's Contract Administration Division and simultaneously provide a copy of its Claim for Extra Cost or Extra Work request to Thornton's Representative.
- B. Regardless whether Thornton and Service Provider disagree if the Work is or is not Changed or Extra Work, Thornton will either issue a Change Order authorizing Service Provider to proceed with the requested Work or it will not. If Service Provider proceeds with the Work, it will not prejudice Service Provider's ability in any way to receive the appropriate compensation for performing the Changed or Extra Work. If, however, Service Provider fails to provide written notice to Thornton as required by this provision, it shall constitute a complete waiver of Service Provider's Claim for Changed or Extra Work.
- C. Provided written notice was timely given to Thornton, Service Provider will keep an accurate account of its "actual field cost" related to the Changed or Extra Work. Thereafter, Service Provider shall submit all supporting documents and receipts in support of its costs related to its Claim for Changed or Extra Work within thirty (30) Calendar Days after performing the Work. Service Provider understands that failing to submit accurate and complete supporting documentation within thirty (30) Calendar Days after performing the Work constitutes a complete waiver of its claim. Upon receipt of Service Provider's Claim, Thornton will make a final determination as to whether Service Provider performed the Changed or Extra Work and,



what, if any, amount is due to Service Provider. Thornton shall have the right to reject any Claim for Extra Cost if the foregoing procedure is not followed.

IX. EXTENSION OF TIME – Adjustments, if any, to extend the time of performance because of Changed, or Extra Work by the Parties shall be determined in accordance with the applicable terms in this **Exhibit E**.

X. SUBSTANTIAL COMPLETION, INITIAL ACCEPTANCE AND FINAL SETTLEMENT

A. Punch List Work. When Service Provider considers the Work to be substantially complete, Service Provider shall make a written request to Thornton for the issuance of a Certificate of Substantial Completion. Thornton, upon receipt of the request, shall inspect the Work and either issue a written Certificate of Substantial Completion together with a Punch List, or deny Service Provider's request in writing and provide the reasons for such denial. Upon receipt of Punch List, Service Provider agrees to complete the remaining Work within the time specified by Thornton. The decision as to the acceptability of the quality and workmanship shall be at Thornton's sole discretion. Service Provider shall not be reimbursed for any costs incurred for correcting any unacceptable Work. Issuance of a Certificate of Substantial Completion will stop the accrual of Liquidated Damages.

B. Initial Acceptance. Service Provider shall notify Thornton's Representative in writing when all Punch List Work is complete and ready for final inspection. When all Punch List Work is complete to Thornton's satisfaction, Thornton will issue a letter of Initial Acceptance, which will also commence the Warranty Period. Service Provider shall submit a final invoice or Application for Payment to Thornton after Initial Acceptance is granted.

C. Publication of Final Settlement. Upon Thornton issuing an Initial Acceptance letter for any Scope of Work that exceeds fifty thousand dollars (\$50,000), Thornton will advertise for verified claims in accordance with 38-26-101 et. seq. C.R.S. If the Scope of Work is less than fifty thousand dollars (\$50,000), at Thornton's sole option, Thornton may or may not publicly post the Notice of Final Settlement. After the advertisement period, Thornton will release Final Payment to Service Provider.

D. Verified Statement of Claim. If a verified claim is filed with Thornton during the prescribed timeframe, Thornton will retain an amount sufficient to cover the verified claim(s). Thornton must either receive a Release of Claim for Thornton to release the retained amount, or verify that the claimant has not



commenced any action within the specified timeframe, before Thornton will release the retained amount when the waiting period ends. If the claimant does file an action in court, Thornton may petition the court to accept the retained funds for placement in the court's registry.

XI. FINAL ACCEPTANCE – If applicable, near the conclusion of the Warranty Period Thornton will schedule a Warranty Inspection and prepare a list of any outstanding and remaining Work items (“Warranty Punch List”). Upon receipt of a Warranty Punch List, Service Provider shall repair or replace all Warranty Punch List items in the time frame specified by Thornton. Service Provider shall notify Thornton when all the items on the Warranty Punch List Work are completed. After all Warranty Punch List Work is complete to Thornton’s satisfaction, Thornton will issue a written Final Acceptance letter to Service Provider.

XII. COORDINATION WITH THORNTON AND OTHER CONTRACTORS – Service Provider is advised that completion of the Scope of Work in accordance with the Contract Documents may require coordination with Thornton personnel and other trades and/or contractors under separate contracts with Thornton. Special efforts will be made by Service Provider to cooperate with other entities that may be on the site and to not interfere with or delay others in the prosecution of their work.

XIII. EMERGENCY PROTECTION

A. After Thornton issues a Notice to Proceed, up to and through Initial Acceptance, it is Service Provider’s responsibility to protect and maintain the safety of the general public, and the personnel of Service Provider and Subcontractors – twenty-four (24) hours a day, seven (7) days a week. This responsibility shall continue up to and after Initial Acceptance whenever Service Provider is on-site performing any Guaranty/Warranty Work.

B. If, in the opinion of Thornton, Service Provider has not taken sufficient precautions to protect the safety of the general public, adjacent structures and property, Thornton may, with or without providing notice to Service Provider, take reasonable action and use any Materials and Equipment required to protect and maintain the same. The cost of the Work, Materials and Equipment shall be borne by Service Provider. No such costs shall be included in the Cost of Work, and if Service Provider does not pay it, Thornton will deduct the costs from any amounts due or which become due to Service Provider. The performance of such emergency Work shall not relieve Service Provider of responsibility for any damage that may occur.

XIV. EXISTING UTILITIES, EASEMENTS, AND ROW.

A. Service Provider shall notify the "Notification Association" in a timely fashion required by Section 9-1.5-101, C.R.S., et. seq. (“Excavation Requirements”). Service Provider shall request written record of any information from all



owners or operators, other than Thornton, of underground facilities as defined in the Excavation Requirements statute regarding the location of the specific underground facilities. Service Provider shall comply with all requirements of Article 1.5 of Title 9, C.R.S. as it pertains to the "excavator".

- B. Thornton shall not be responsible for the accuracy or completeness of any information provided by third-party owners or operators of underground facilities, including the marking thereof.
- C. The locations of underground facilities that are owned or operated by Thornton shall be identified by Thornton either in the drawings or in the field. As part of the Work, Service Provider shall, on behalf of Thornton, mark the location of such facilities as required by Article 1.5 of Title 9, C.R.S.
- D. In the event that Drawings and Specifications indicate that the location of any underground facilities owned or operated by Thornton are "unknown", "uncertain" or within a "range", Service Provider shall have full responsibility for determining the exact location of such underground facilities by "potholing", "handwork" or such other means as may be necessary to determine the precise location without damaging such underground facilities. Service Provider shall incorporate the precise location of such underground facilities into the Record Drawings.
- E. The cost of all of the following will be included in the Cost of Work, and Service Provider shall have full responsibility for:
 - 1. Reviewing and checking all information and data provided by all owners or operators of underground facilities;
 - 2. Locating all underground facilities shown or indicated in the Contract Documents;
 - 3. Coordination of the Work with the owners and operators of all underground facilities during performance of the Work; and
 - 4. The safety and protection of all such underground facilities and repairing any damage thereto resulting from the Work.
- F. If an underground facility is uncovered, revealed at or contiguous to the site that was not shown or indicated in the Contract Documents or in the information provided pursuant to Excavation Requirements statute, Service Provider shall, after becoming aware of the unidentified underground facility and before disturbing the effected conditions or performing any Work (except in emergency situations), promptly give written notice to the identified owner, the "Notification Association" and Thornton. Service Provider shall



incorporate the location of all underground facilities into the Record Drawings. Thornton will review the underground facility and determine to what extent, if any, a Change Order is required. During such time, Service Provider shall be responsible for the safety and protection of such underground facility.

- G. Service Provider may request adjustments to the price, the Scope of Work Time, or both, to the extent that the change is necessitated by the existence of any underground facility that is not shown or indicated in the Contract Documents and that the Service Provider did not reasonably know about or was not reasonably foreseeable. If Thornton and Service Provider are unable to agree on the amount or additional time, Service Provider may make a claim as provided in the Agreement. However, Thornton shall not be liable to Service Provider for any claims, costs, losses or damages incurred or sustained by Service Provider on or in connection with any other project or anticipated project.

XV. MATERIALS, EQUIPMENT, SUPPLIES, SERVICES, AND FACILITIES

- A. It is understood that, except as otherwise specifically stated in the Contract Documents, Service Provider shall provide and pay for all Materials and Equipment, Construction Equipment, including rental equipment, light, fuel, water, power, transportation, superintendence, temporary facilities of every nature, and all other services and facilities of every nature whatsoever necessary to execute, complete, and deliver the Work in a Good and Workmanlike Manner within the specified contract Time.
- B. No Materials or Equipment for the Work shall be purchased by Service Provider or by any Subcontractor subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller.

XVI. POTENTIALLY DANGEROUS WORK

- A. When the use of explosives, driving or removal of piles, wrecking, excavation Work or other similarly potentially dangerous Work is necessary for the prosecution of the Work, Service Provider shall exercise the utmost care so as not to endanger life or property. Service Provider shall be fully responsible for any and all damages, claims, and for the defense of any actions against Thornton resulting from the prosecution of such Work in connection with or arising out of the Agreement.
- B. Service Provider shall notify each public utility company or other owner of property having structures or improvements in proximity to the site of the Work, of his intent to perform potentially dangerous Work. Such notice shall



be given sufficiently in advance to enable the companies or owners of property to take the steps they may deem necessary to relieve Service Provider of the responsibility for any damages, claims or the defense of any actions against Thornton resulting from the performance of such Work in connection with or arising out of the Agreement.

- C. All explosives shall be stored in a secure manner and all storage places shall be marked clearly "EXPLOSIVES - KEEP OFF" and shall be in the care of competent watchmen at all times.

XVII. SEPARATE CONTRACTS

- A. Thornton reserves the right to let other contracts in connection with the Work, to include deletions in portions of Work covered under this Agreement. Service Provider shall afford other contractors' reasonable opportunity for the introduction and storage of their materials, machinery, equipment, supplies, and the execution of their work, and shall properly connect and coordinate the Work.
- B. If any part of Service Provider's Work depends upon the work of any other contractor for proper execution or results, Service Provider shall inspect and promptly report in writing to Thornton any lack of progress or defects in the other contractor's work that render it unsuitable for proper execution or results. Failure on the part of Service Provider to so inspect and report shall constitute an acceptance of the other contractor's work as fit and proper for the reception of Service Provider's Work. No extra time will be allowed to Service Provider for failure on the part of Service Provider to inspect and report on the above-mentioned unsuitable work.
- C. To insure the proper execution of this subsequent Work, Service Provider shall measure existing work and shall at once report in writing to Thornton any incompatibility between the existing work and the Work anticipated by the Contract Documents.

XVIII. AGREEMENT IN DEFAULT

- A. Thornton may declare the Agreement in default for any one (1) or more of the following reasons as determined by Thornton in its sole discretion:
 - 1. Failure to complete the Work within the Scope of Work Time or any proper extension thereof granted by Thornton.
 - 2. Failure or refusal to comply with an instruction of Thornton within a reasonable time.



3. Failure or refusal to remove and replace rejected Materials or Equipment.
4. Failure or refusal to perform any Work or repair any Defective or unacceptable Work.
5. Bankruptcy or insolvency, or the making of an assignment for the benefit of creditors.
6. Failure to provide a qualified Superintendent, or sufficient and competent workmen or Subcontractors to carry on the Work in a satisfactory and Good and Workmanlike Manner; or failure to prosecute the Work in accordance with Service Provider's Schedule of Work.
7. Failure to provide proper Materials and Equipment.
8. Failure to comply with any important provisions of this Agreement as determined by Thornton.
9. Disregard of laws, ordinances, rules, or regulations or order of any public body having jurisdiction, or the violation of any safety codes.
10. Failure to prosecute the Work with sufficient competence or rapidity to insure the proper completion of the Work within the Scope of Work Time.

B. Agreement in Default- Procedure for Declaring Default

1. Thornton may declare the Agreement in default by giving written notice to Service Provider. The written notice shall contain the reason or reasons for default. If Contractor fails within seven (7) Days after receipt of written notice from Thornton to commence and continue correction of such default, Thornton shall give Service Provider a second written notice to correct the default within a three (3) Day period. If Service Provider fails to promptly commence and continue satisfactory correction of the default following receipt of such second notice, Thornton without prejudice to any other rights or remedies, may at its sole option, declare the Agreement in default and, if necessary, take one or more of the following actions:
 - a. Terminate the Agreement;
 - b. Complete the Work utilizing any reasonable means;



- c. Withhold any payment due to Service Provider;
- d. If Thornton deems it necessary, supply workers, Materials and Equipment for the satisfactory correction of the default, and charge Service Provider the costs and expenses, including reasonable overhead, profit and attorneys' fees.

XIX. REMEDY OF DEFECTS – If, in the opinion of Thornton, a defect exists or is found, or functional or structural deterioration has occurred, or there is a substantial departure from the standards of original condition in the existing Work or improvements as stated in the Guaranty or Warranty, Thornton shall send written notice to Service Provider to the address noted in the Agreement, or the last known business address. The Parties mutually agree that such notice shall be sufficient and adequate. Upon receipt of the notice, Service Provider shall proceed to remedy such defects, deficiencies, deterioration, or departures contained in the notice within seven (7) consecutive Calendar Days after receiving the notice. Alternatively, Thornton may do the repairs as it deems best, and the entire cost shall be paid by Service Provider and/or its Surety, or may be deducted from any amounts due or that become due to Service Provider from Thornton.

XX. CALLBACKS, SUSPENSION AND TERMINATION

- A. Callbacks. In the event that Thornton deems the Work performed to be deficient or unsatisfactory (“Defective Work”), Service Provider shall be notified verbally and in writing of the Defective Work (“Callback”) and Service Provider will immediately take steps to correct all of the Defective Work. Thornton’s notice will include the date by which Service Provider must repair, correct and complete the Defective Work. If Service Provider fails to correct the Defective Work by the date in the Callback notice to the reasonable satisfaction of Thornton, Thornton will send a second Callback notice to Service Provider indicating the Defective Work has not been corrected and requesting Service Provider to correct the Defective Work immediately or provide a date when the Defective Work will be corrected. If, after sending a third Callback notice to Service Provider, the Defective Work is not corrected to the reasonable satisfaction of Thornton, Service Provider will have breached the Agreement and, at the sole discretion of Thornton, may be terminated.
- B. Suspension of Work by Thornton. Thornton has the right to suspend and reinstate all or any part of the Work without invalidating the provisions of this Agreement in any way for such period or periods of time as Thornton may deem necessary due to unsuitable weather or such other conditions considered unfavorable for the suitable prosecution of the Work, including, in part, failure to adequately supply labor, Materials or Equipment meeting the requirements of the Contract Documents; or failure to carry out instructions;



or to perform such other provisions of this Agreement considered unfavorable for the orderly or suitable prosecution of the Work. During the suspension period, Service Provider will properly protect the Work from possible damage. Thornton shall issue, in writing, to Service Provider, orders for the suspension and reinstatement of the Work.

- C. Right of Thornton to Terminate. Should it appear any time that the Work is not being prosecuted with sufficient competence or rapidity to insure the proper completion of the Work within the Scope of Work Time and, after giving Service Provider a seven (7) Calendar Day written notice to correct its performance, Service Provider fails to increase the quality or the quantity of its Work or both, Thornton reserves the right to terminate and relet the Work or any part thereof, to another contractor(s) to complete the Work. Service Provider shall not be entitled to any claims for damages because of such termination, and will be held liable for the costs and expenses incurred by Thornton to relet or complete the Work. All money due Service Provider will be retained until the Work is complete and all expenses and costs have been deducted, and any money due Thornton, after such deductions have been made, shall be paid by Service Provider who hereby agrees to these provisions.
- D. Effects of Termination
1. Termination Notice. Thornton may terminate this Agreement, in whole or in part, if such determination is in Thornton's best interest. Termination of this Agreement will be by a written Termination Notice to Service Provider specifying the effective date of termination.
 2. Canceled Commitments. Service Provider, after receiving the Termination Notice, shall cancel any outstanding commitments for procurement of Materials and Equipment. In addition, Service Provider shall use reasonable effort to cancel or divert any outstanding subcontracted commitments to the extent they relate to any Work terminated unless otherwise requested by Thornton. With respect to such canceled commitments Service Provider shall:
 - a. Settle all outstanding liabilities and all claims arising out of these canceled commitments. Such settlements shall be approved by Thornton and shall be final; and
 - b. Assign to Thornton all of the rights, title and interest of Service Provider under the terminated orders and subcontracts as directed by Thornton. Thornton will then have the right to settle or pay any or all claims arising out of the termination of these commitments.



3. Termination Claim. Service Provider shall submit its termination claim to Thornton within thirty (30) Calendar Days after the effective date received in the Termination Notice. During the thirty (30) Calendar Day period, Service Provider may make a written request to Thornton for a time extension in preparing the claim. Thornton must approve any time extension. If Service Provider fails to submit its termination claim within the time allowed, Thornton may determine the amount due Service Provider, if any, by reason of the termination.

4. Payment. Subject to Paragraph 3 above, Service Provider and Thornton may agree upon the whole or any part of the amount to be paid Service Provider as a result of the termination. The amount may include reasonable cancellation charges incurred by Service Provider. The amount may also include any reasonable loss upon outstanding commitments for subcontracts, which Service Provider is unable to cancel, provided Service Provider has proven reasonable effort to divert the commitments to other activities. The amount agreed upon by the Parties shall be in a Change Order and be the full and final payment to Service Provider. Payments claimed and agreed to pursuant to termination shall be based on the Cost of the Work incurred up to the effective date of the Termination Notice.

Thornton may from time to time, under the terms and conditions it may prescribe, make partial payment against costs incurred by Service Provider in connection with the termination. The total of such payments shall not exceed the amount Service Provider is entitled to as determined by Thornton.

5. Disposition of Work and Inventory. Service Provider shall transfer title and deliver to Thornton, all items which, if the Scope of Work had been completed, would have been furnished to Thornton including:
 - a. Completed and partially completed Work;
 - b. Materials or Equipment produced, acquired or in the process of being acquired in connection with the performance of the Work.

Other than as previously stated above, the inventory resulting from termination may, with the written approval of Thornton, be sold or acquired by Service Provider under the prescribed conditions and prices approved by Thornton. The proceeds shall be applied to reduce any payments to Service Provider under the Scope of Work or shall otherwise be credited to the Cost of Work covered by this Agreement, or paid in a manner as directed by Thornton. Until final disposition,



Service Provider shall protect and preserve all the Material and Equipment in its possession related to the Contract Documents which Thornton has or may have an interest.

6. Cost Records. Service Provider agrees to make cost records available to the extent it is necessary to determine the validity and amount of each item claimed.
7. Contractual Responsibilities. Termination of a portion or the entire Agreement shall not relieve Service Provider of its contractual responsibilities for the completed Work.

XXI. THORNTON'S REMEDIES CUMULATIVE AND NONWAIVER – No right or remedy conferred upon or reserved to Thornton by the Agreement shall be considered exclusive of any other remedy or contractual right, but the same shall be distinct, separate, and cumulative, and shall be in addition to every other remedy existing at law or in equity or by statute; and every remedy given by the Agreement to Thornton may be exercised from time to time as often as the occasion may arise, or as may be deemed expedient. No delay or omission on the part of Thornton to exercise any right or remedy arising from any default on the part of Service Provider shall impair such right or remedy or shall be construed to be a waiver of any such default or an acquiescence thereto, or otherwise affect the right of Thornton to enforce the same in the event of any subsequent breach or default by Service Provider.

XXII. USE OR OCCUPANCY OF COMPLETED PORTIONS

- A. Thornton shall have the right to take possession of, use, or occupy any completed or partially completed portions of the Work, notwithstanding whether the time for completing the entire Scope of Work or any portions, may, or may not, have expired. Thornton taking possession of, using or occupying any completed portions shall not be deemed an acceptance of the Work until all Work has been completed in accordance with the Contract Documents.
- B. If such prior use or occupancy increases the cost, or delays the Work, Service Provider shall be reimbursed for the additional costs as a Cost of the Work, or shall be granted an adjustment to the Scope of Work Time, or both, as Thornton may agree.
- C. Service Provider shall secure the Consent of Surety and endorsement from the insurance carrier or carriers permitting prior to the occupancy or use of any completed or partially completed portions of the Work by Thornton. Service Provider and its Surety and insurance carrier hereby agree that such consent shall not be unduly withheld.



XXIII. WORKMANSHIP, MATERIALS, AND EQUIPMENT

- A. All Material and Equipment furnished by Service Provider shall be new and unused and shall strictly conform to the Contract Documents. Competent labor, mechanics, and tradesmen shall be used on the Work. Experienced manufacturer's representatives shall be used to supervise the installation of Equipment as may be required by Thornton. Any special tools or Construction Equipment that may be required shall be provided by Service Provider.
- B. The acceptance at any time of Materials and Equipment by or on behalf of Thornton shall not be a bar to future rejection if they are subsequently found to be defective, inferior in quality or uniformity to the specified Material and Equipment, or are not as represented to Thornton.

XXIV. AGREEMENT SIGNATURE – Service Provider is required to return the signed Agreement with all appropriate Insurance Certificates within ten (10) Calendar Days of receipt the Notice of Award.

XXV. CERTIFICATES AND GUARANTIES – Four (4) copies of any manufacturer's guaranty/warranty or certificate for any type of Material or Equipment provided shall be submitted to Thornton as a condition precedent to granting Initial Acceptance of the Work.

XXVI. CONTINUATION OF SERVICE – Utility service shall be maintained to all buildings at all times during the Work period, except when it is necessary to shut down equipment and services to complete the Work. Service Provider must submit a request for service shut down to Thornton, in both verbal and written form, no later than two (2) Working Days prior to the desired shut down of utilities and services such as, but not limited to, electrical, telephone, gas, sewer, or water service, or any other equipment or service which will cause disruption to Thornton's operations. No shut down of services shall occur without written permission from Thornton.

XXVII. SERVICE REQUIREMENTS

- A. Service Provider's work hours shall be as approved or directed by Thornton.
- B. It is Service Provider's responsibility to insure that the Work site is maintained in a safe and hazard free manner. No trenches, holes, or other excavations shall be permitted to remain open more than twenty-four (24) hours. Service Provider shall secure all exterior Work areas with temporary safety fencing and/or barricades (as appropriate) at all times.



- C. Service Provider shall furnish all labor, equipment, tools, and materials for completing the Work as specified by Thornton. Thornton is not responsible for any loss or damage to equipment, tools, or other related material during the Work.

XXVIII. GENERAL WARRANTY – Service Provider warrants all the Work complies with the City of Thornton’s Standards and Specifications, its governing building codes and this Agreement. Service Provider warrants all the Work will be performed in a good and Workmanlike manner and at or above industry quality standards.

XXIX. MATERIALS AND EQUIPMENT WARRANTY

- A. In addition to other promises and warranties contained herein, Service Provider specifically warrants to Thornton that Materials and Equipment furnished and required by the Contract Documents will be of good quality and new unless otherwise required or permitted by the Contract Documents, that the Work will be free from defects not inherent in the quality required or permitted, and that the Work will conform with the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered Defective. Service Provider’s warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Service Provider, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. If required by Thornton, Service Provider shall furnish satisfactory evidence as to the kind and quality of Materials and Equipment.
- B. Neither the final payment nor any provision in the Contract Documents shall constitute an acceptance of Work not done in accordance with the Contract Documents or relieve Service Provider of liability in respect to any expressed or implied warranties or responsibility for faulty Materials or Equipment or workmanship. This Warranty will have no time limit except those prescribed by law.
- C. Service Provider’s costs incurred during the Warranty Phase for repair or replacement of Materials or Equipment shall be considered as having been compensated under Service Provider’s markup for Overhead and shall not be paid for separately by Thornton as a Cost of the Work.

XXX. ACCESS – Once Work has commenced in a roadway or other area subject to vehicular traffic, including bicycles, Service Provider shall provide and maintain access and safe travel conditions by ramping or surfacing with suitable materials to insure safe travel at all times. If, in the opinion of Thornton, the products used and/or the maintenance methods provided are not capable of safely supporting the anticipated vehicular traffic, Service Provider shall either immediately remove the



existing products and provide higher quality products, up to and including placement of temporary hot mix asphalt, increase the frequency of maintenance, or both, as may be directed by Thornton. The provision of products and their maintenance to assure access and safe travel shall be included in the Contract Price. Failure to comply with this requirement may, at Thornton's sole discretion, result in the Work or a portion of the Work being suspended until the situation is corrected. Service Provider shall not be entitled to an increase in the Contract Price or an extension of the Contract Time as a result of its failure to properly maintain products. Should Service Provider not perform the necessary patching and maintenance in a timely manner, Thornton may, at its option, have the work performed by others and may deduct the cost from amounts due or that become due to Service Provider. Service Provider shall assure that safe access to public facilities including, but not limited to, parking lots, picnic shelters, playgrounds, and pedestrian ways is provided. Any disruption to the public's normal use of said facilities shall not occur without the express written permission of Thornton.

XXXI. ACCESS BY PRIVATE PROPERTY OWNERS – Service Provider shall insure that private property owners' access from the street or alleyway to their private property is not restricted except during limited times during normal working hours. When access to a private property cannot be continuously maintained during normal working hours, Service Provider must obtain permission from the Owner for temporary closures and shall personally provide written and verbal notice to the affected property owners a minimum of twenty-four (24) hours in advance of the closure. Emergency vehicle and hospital access shall not be blocked at any time for any reason.

XXXII. TAX EXEMPT STATUS - Thornton represents that it is exempt from Colorado State and City of Thornton sales and use taxes on Materials and Equipment to be permanently incorporated into the Work. No taxes of any kind shall be charged to Thornton. Service Provider shall pay all sales, consumer, use, or other similar taxes required to be paid in accordance with the laws and regulations applicable to the Work. Said taxes shall not be included in the Service Provider's Proposal, invoice or Application for Payment.

Service Provider shall apply to the Colorado Department of Revenue for an exemption certificate and purchase the Materials and Equipment tax free (Section 39-26-104, C.R.S. as amended). Service Provider shall be liable for exempt taxes paid due to the failure to apply for exemption certificates or failure to use them.

XXXIII. TRAFFIC CONTROL

A. Adequate traffic flow shall be maintained at all times, all barricading and temporary signage for detours and traffic control must meet the standards as set forth in the most current edition of the Manual on Uniform Traffic Control



Devices (MUTCD) as adopted by the Colorado Department of Transportation and as adopted by the United States Department of Transportation Federal Highway Administration and requirements of Thornton's Traffic Engineer. Public safety is Service Provider's responsibility.

- B. Except for alleyways, one (1) lane of the roadway for each direction must be kept open at all times, or if this cannot be achieved, then sufficient flag persons must be provided to properly channel traffic at all times when there is only one (1) lane.
- C. For all ROWs requiring closure for any Work, appropriate permits shall be obtained. Prior to start of Work, Service Provider shall provide Thornton's Traffic Engineering Division with planned traffic control methods and procedures for the Work.

XXXIV. WATER USE – All water used by Service Provider for testing, compaction, dust control, or other uses related to the Work that is obtained from a fire hydrant shall be recorded by a meter furnished by Thornton, and the water shall be obtained from a location specified by Thornton. Service Provider shall pay a refundable deposit for hydrant meter use based on the current Thornton rates. Water use shall be metered but will be furnished by Thornton at no charge to Service Provider. Service Provider shall be responsible for paying a monthly water meter rental charge based on the current Thornton rental rates.

XXXV. WEATHER – During weather unsuitable for the proper execution of the Work in a first-class manner, all Work affected by such condition shall be properly protected from weather-related damage.

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