Bid No. 20-10

115 kV and 23 kV Group Operated Substation Disconnect Switches

PUBLIC UTILITY DISTRICT NO. 1

of

P.U.D.
CHELAN COUNTY

PROCUREMENT AND CONTRACT SERVICES
P.O. Box 1231 (98807)
327B North Wenatchee Avenue
Wenatchee, WA 98801
(509) 661-4479 or (888) 663-8121
http://www.chelanpud.org/cf/PCS_Bids
# TABLE OF CONTENTS

## INSTRUCTIONS TO BIDDERS

- ITB-1 RECEIPT AND OPENING OF BIDS .......................................................... 4
- ITB-2 PREPARATION OF BIDS / BID PRICE .................................................. 4
- ITB-3 MONETARY REQUIREMENT .................................................................... 5
- ITB-4 CLARIFICATIONS / BID WITHDRAWAL ................................................. 5
- ITB-5 BID BOND OR DEPOSIT ....................................................................... 5
- ITB-6 EXAMINATION / CLARIFICATION OF CONTRACT DOCUMENTS .......... 5
- ITB-7 EXCEPTIONS TO CONTRACT DOCUMENTS ........................................... 6
- ITB-8 EVALUATION OF BIDS ....................................................................... 6
- ITB-9 BIDDER’S DATA .................................................................................... 7
- ITB-10 SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA ....................... 8
- ITB-11 CONTRACT AWARD ........................................................................... 8
- ITB-12 MATERIAL IDENTIFICATION ................................................................ 9

## GENERAL CONDITIONS

- GC-1 DEFINITIONS .......................................................................................... 10
- GC-2 ACCESS TO RECORDS .......................................................................... 14
- GC-3 CORPORATE AUTHORITY; BINDING SIGNATURES ............................... 14
- GC-4 INTENT OF DOCUMENTS ..................................................................... 15
- GC-5 CLARIFICATION OF CONTRACT DOCUMENTS .................................... 15
- GC-6 CONTRACT DRAWINGS AND INSTRUCTIONS ..................................... 15
- GC-7 REFERENCED STANDARDS & SPECIFICATIONS ................................... 16
- GC-8 WORKMANSHIP OF CONTRACTOR .................................................... 16
- GC-9 COMPLIANCE WITH CONTRACT DOCUMENTS ................................... 16
- GC-10 INSPECTION AND REJECTED WORK .............................................. 17
- GC-11 STOP WORK DIRECTIVE ................................................................... 17
- GC-12 WARRANTY .......................................................................................... 18
- GC-13 INDEMNITY .......................................................................................... 19
- GC-14 SUBCONTRACTORS ............................................................................ 20
- GC-15 ACCEPTANCE AND REJECTION OF MATERIALS OR EQUIPMENT .... 20
- GC-16 TERMINATION FOR DEFAULT / NONCOMPLIANCE ......................... 21
- GC-17 TERMINATION FOR CONVENIENCE ............................................... 22
- GC-18 NOTICES .............................................................................................. 23
- GC-19 ASSIGNMENT OF CONTRACT ............................................................ 23
- GC-20 WAIVER AND MODIFICATION ............................................................ 23
- GC-21 PATENTS AND ROYALTIES ................................................................. 24
- GC-22 LIABILITY OF CONTRACTOR .............................................................. 24
- GC-23 APPLICABLE LAW/COURT COSTS/ATTORNEYS FEES .................... 24
- GC-24 PUBLIC RECORD/CONFIDENTIAL INFORMATION ......................... 25
- GC-25 COMMENCEMENT OF WORK ............................................................ 27
<table>
<thead>
<tr>
<th>GC-26</th>
<th>CONTRACT COMPLETION</th>
<th>27</th>
</tr>
</thead>
<tbody>
<tr>
<td>GC-27</td>
<td>CHANGES IN THE WORK - FIELD WORK ORDER/CHANGE ORDERS</td>
<td>27</td>
</tr>
<tr>
<td>GC-28</td>
<td>CONTRACTOR’S CLAIMS</td>
<td>27</td>
</tr>
<tr>
<td>GC-29</td>
<td>DELAYS AND EXTENSIONS OF TIME</td>
<td>28</td>
</tr>
<tr>
<td>GC-30</td>
<td>TIME AND MANNER OF PAYMENT TO CONTRACTOR</td>
<td>29</td>
</tr>
<tr>
<td>GC-31</td>
<td>PAYMENTS WITHHELD</td>
<td>30</td>
</tr>
<tr>
<td>GC-32</td>
<td>TAXES</td>
<td>30</td>
</tr>
<tr>
<td>GC-33</td>
<td>CONFLICT AND PRECEDENCE</td>
<td>31</td>
</tr>
</tbody>
</table>

**SPECIFIC REQUIREMENTS**

<table>
<thead>
<tr>
<th>SR-1</th>
<th>SCOPE OF SUPPLY</th>
<th>32</th>
</tr>
</thead>
<tbody>
<tr>
<td>SR-2</td>
<td>DELIVERY/CONTRACT TIME</td>
<td>32</td>
</tr>
<tr>
<td>SR-3</td>
<td>SHIPPING INSTRUCTIONS</td>
<td>32</td>
</tr>
<tr>
<td>SR-4</td>
<td>NOTIFICATION OF SHIPMENT</td>
<td>32</td>
</tr>
<tr>
<td>SR-5</td>
<td>41 CFR 60-1.4 - EQUAL OPPORTUNITY CLAUSE</td>
<td>33</td>
</tr>
</tbody>
</table>

**EXHIBITS**

| EXHIBIT A | BID FORM | 35 |
| EXHIBIT B | NOT USED | 38 |
| EXHIBIT C | BID BOND | 39 |
| EXHIBIT D | NOT USED | 40 |
| EXHIBIT E | NOT USED | 40 |
| EXHIBIT F | NOT USED | 40 |
| EXHIBIT G | NOT USED | 40 |
| EXHIBIT H | NOT USED | 40 |
| EXHIBIT I | NOT USED | 40 |
| EXHIBIT J | NOTICE OF AWARD | 41 |
| EXHIBIT K | NOT USED | 42 |
| EXHIBIT L | NOT USED | 42 |
| EXHIBIT M | NOT USED | 42 |
| EXHIBIT N | NOT USED | 42 |
| EXHIBIT O | CONTRACT | 43 |
| EXHIBIT P | FIELD WORK ORDER/CHANGE ORDER | 46 |
| EXHIBIT Q | NOT USED | 49 |
| EXHIBIT R | NOT USED | 49 |
| EXHIBIT S | SPECIFICATIONS | 49 |
| EXHIBIT T | CONTRACT DRAWINGS | 49 |
| EXHIBIT U | NOT USED | 49 |
| EXHIBIT V | NOT USED | 49 |
| EXHIBIT W | NOT USED | 49 |
| EXHIBIT X | EQUAL OPPORTUNITY CERTIFICATE OF COMPLIANCE | 50 |
INSTRUCTIONS TO BIDDERS

ITB-1  RECEIPT AND OPENING OF BIDS

Public Utility District No. 1 of Chelan County, Washington (herein called the "District"), invites bids on the forms contained in these Contract Documents (see Exhibits). All blanks must be appropriately filled in. The envelopes containing the bids must be sealed, addressed and delivered to Minh Dang, Procurement and Contract Services, Public Utility District No. 1 of Chelan County, at office at 327B North Wenatchee Avenue, Wenatchee, Washington 98801 (P. O. Box 1231, Wenatchee, WA 98807) and designated as Bid No. 20-10 for 115 kV and 23 kV Group Operated Substation Disconnect Switches. Bids will be publicly opened and read aloud at 2:30 p.m., Pacific Prevailing Time, March 26, 2020. E-mail bids are not allowed. The District may waive any informalities or immaterial irregularities, as authorized by applicable law, or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered except as otherwise permitted by these Contract Documents. No Bidder may withdraw a bid during the time the Bid Form states the bid shall remain in force.

ITB-2  PREPARATION OF BIDS / BID PRICE

Each bid must be submitted on the prescribed forms contained in the Contract Documents (see Exhibits). All blank spaces for bid prices must be filled in, in ink or typewritten, signed, and shall include, but is not limited to, the following:

- Original of the executed Bid Form.
- Bidder's Data.
- Acknowledgment of receipt of Addenda to Contract Documents on Bid Form.
- Bid Bond, or certified or cashier's check.

Bidder's failure to properly complete or submit the above referenced documents may result in rejection of its bid if the omission is determined by the District to be material.

The Total Bid Price shall be all inclusive to include the furnishing and delivery of all materials, tools, equipment, all taxes (excluding Washington State sales tax on the Total Bid Price), licenses, overhead, profit, and all miscellaneous items as required by the Contract Documents. The District will pay the Contractor for Washington State sales tax; this tax shall be shown as a separate item on invoices and will be paid on the basis of items received and accepted.
CONTRACT DOCUMENTS 20-10

ITB-3  MONETARY REQUIREMENT
All Bid Proposals must be quoted in U.S. dollars.

ITB-4  CLARIFICATIONS / BID WITHDRAWAL
Any Bidder may submit data to clarify its bid in a sealed envelope at any time prior to the scheduled closing time for receipt of bids. A Bidder may withdraw its bid before the time set for opening sealed bids, but may not do so once that time arrives.

ITB-5  BID BOND OR DEPOSIT
Each bid must be accompanied by a certified or cashier's check, payable to the order of Public Utility District No. 1 of Chelan County, Washington for a sum of five percent (5%) of the Total Bid Price or by a Bid Bond, in the form included in these Contract Documents (see Exhibits).

The Bid Bond shall be issued by a corporate surety licensed to do business in the State of Washington, and acceptable to the District. The Bid Bond shall be accompanied by a certified copy of the power of attorney authorizing the attorney-in-fact of the corporate surety to execute and deliver the Bond on behalf of the Surety, together with a currently executed certificate of an authorized officer of the Surety stating that the power of attorney is in full force and effect. The Bid Bonds, certified or cashier's checks of all Bidders will be returned without interest after the Contract has been awarded to the successful Bidder, except that of the successful Bidder which shall be retained until the Contract is executed. The Bid Bond shall be at the expense of the Bidder. The amount of the certified or cashier's check, if furnished, or Bid Bond will be forfeited to the District as liquidated damages unless the successful Bidder enters into a Contract in accordance with its bid within ten (10) days after it is notified that it is the successful Bidder. The defaulting Bidder shall not be the lowest responsible Bidder and the District may then select the lowest responsible Bidder and deliver a Notice of Award to such Bidder.

ITB-6  EXAMINATION / CLARIFICATION OF CONTRACT DOCUMENTS
Each Bidder shall thoroughly examine and be familiar with the Contract Drawings, Specifications and other Contract Documents, and submission of a bid shall constitute an acknowledgment upon which the District may rely that the Bidder has thoroughly examined all Contract Documents. No claim for additional compensation will be allowed which is based upon a lack of knowledge of the Contract Documents.

If a Bidder requires clarification of the Contract Documents, the Bidder shall at once forward to the District a written request for interpretation, clarification, or qualification before submitting its bid. The Bidder making this request is solely responsible for its timely receipt. The District will reply only in the form of written Addenda. The District shall neither be bound by, nor responsible for, any explanations, interpretations, clarifications, or
qualifications of the Contract Document other than those given in written Addenda as specified in this paragraph. A BIDDER’S FAILURE TO FOLLOW THE PROCEDURE DESCRIBED IN THIS PARAGRAPH SHALL BE A BASIS FOR REJECTING ITS BID. No interpretation, clarification, qualification, amendment, or modification shall be valid unless set forth in an Addendum issued by the District. The District shall not be bound by, and hereby objects to, any term, condition or other provision which is different from or in addition to that contained in the Contract Document or the written Addenda.

PLEASE NOTE THAT ATTEMPTS BY ANY BIDDER TO QUALIFY ITS BID PROPOSAL BY SUBMITTING WITH IT “STANDARD CONDITIONS,” “STANDARD TERMS,” MODIFICATIONS TO THE GENERAL AND/OR SPECIFIC REQUIREMENTS, OR THE LIKE, WITHOUT COMPLYING WITH THE PROCEDURES SET OUT IN THE IMMEDIATELY PRECEDING PARAGRAPH MAY CONSTITUTE A BASIS FOR REJECTION OF THE BID. TO THE EXTENT ANY SUCH QUALIFICATIONS ACCOMPANY BIDDER’S BID PROPOSAL, THE DISTRICT SHALL BE ENTITLED TO CONSIDER THOSE STATEMENTS AS NULL, VOID AND OF NO EFFECT IN AWARD OF THE CONTRACT.

**ITB-7 **EXCEPTIONS TO CONTRACT DOCUMENTS

The District may reject a Bid Proposal if it contains terms or conditions that are materially different from those contained in these Contract Documents. The District may, at its option, consider a Bid Proposal if it contains terms or conditions that are immaterially different from those contained in these Contract Documents by waiving such irregularity as an informality.

A proposal to substitute materials, processes or articles that are, in the District’s sole judgment and opinion, equal to those required by these Contract Documents may not be considered materially different. The Bidder shall provide to the District adequate documentation to support that the substituted material is equal.

**ITB-8 **EVALUATION OF BIDS

In evaluating the bids, the following criteria, in addition to responsiveness of bid, responsibility of Bidder and Total Bid Price, will be considered:

- Experience, technical qualifications, skill, ability and capacity of the Bidder.
- Character and record of performance of the Bidder.
- Ability of the Bidder to perform the Contract within the time specified.
- Thoroughness of Bidder’s compliance with and completion of data requests to the extent it impacts the District’s ability to compare Bid Proposals and verify compliance with Specifications.
- Qualifications and eligibility of Bidder to receive an award of the Contract under applicable laws and regulations.
• Such other information as may be secured having a bearing on the decision to award the Contract, including, but not limited to, prior safety violations and lawsuits.
• Bidder’s Data (see next paragraph which follows).

**ITB-9 BIDDER’S DATA**

The Bidder shall provide with its Bid, documentation that demonstrates that the Bidder meets the requirement in the paragraphs below.

• The manufacturer shall have had a minimum of five (5) years experience in the successful manufacturing and delivering the type of equipment/material specified by these Contract Documents prior to submission of its Bid. For evaluation purposes, Bidder shall provide the following information for at least five (5) projects of similar scope performed by the manufacturer in the past five (5) years:
  - Name of project;
  - Project owners’ names, addresses and phone numbers;
  - Project contact person and contact information;
  - Dates of project; and
  - Bidder’s scope of responsibility for each project.

The District will conduct reference checks of the Bidder/manufacturer. In the event that information obtained from the reference checks reveals concerns about the Bidder/manufacturer’s past performance or ability to successfully perform the Contract, the District reserves the right, at its sole discretion, to determine that Bidder is not responsible.

In conducting reference checks, the District may include itself as a reference if the Bidder/manufacturer has performed past work for the District, even if the Bidder did not identify the District as a reference. Likewise, the District reserves the right to check references for Bidder/manufacturer from others even if they were not identified by the Bidder as references in the Bid.

• Documentation demonstrating the compliance to the Specifications:
  i. Schedule for approval submittals, manufacturing, and delivery.

In addition, the Bidder shall provide with its Bid the following information which shall not be used for evaluation purposes:
  i. Switch type or designation.
  ii. Switch specifications, including typical dimensions and weights.
  iii. Switch operator specifications and dimensions.
ITB-10 SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA

In accordance with the provisions of RCW 39.04.350, the District will consider the criteria at Evaluation of Bids, Bidder's Data, Specific Requirements and/or Specifications or elsewhere in these Contract Documents in evaluating Bidders and Bid Proposals. In the event that the District determines, after evaluating the criteria, that a Bidder is not responsible, the District will provide written notification to Bidder of the reasons for the determination in compliance with RCW 39.04.350. A Bidder that receives notice that the District has determined them not to be responsible may appeal the determination within three (3) business days by presenting additional information to the District. The District will consider properly submitted additional information before issuing its final determination. If the District's final determination is that the Bidder is not responsible, the District will not execute a contract with another bidder until two (2) business days after delivery of the final determination to Bidder.

If a Bidder fails to supply information requested by the District concerning responsibility within the time and manner specified above, the District may base its determination of responsibility upon any information related to the supplemental criteria or may find the Bidder not responsible.

A potential Bidder may request that the District modify the supplemental criteria in a timely manner before the bid submittal deadline. The District will consider the request submitted by the potential Bidder and respond before the bid submittal deadline. If the District elects to change the criteria, the District will issue an Addendum to the bid documents identifying the new criteria, in accordance with RCW 39.04.

ITB-11 CONTRACT AWARD

The District reserves the right to reject any or all bids, and to waive any informality or immaterial irregularity in the bids received. The District reserves the right to let the Contract to the lowest responsible Bidder, whose bid will be most advantageous to the District, price and other factors considered.

The Contract award must comply with the State of Washington laws governing Public Utility Districts which provide that no Contract shall be let for more than fifteen percent (15%) in excess of the District's estimated cost of materials or work.

The acceptance of a Bid Proposal will be evidenced by a Notice of Award in writing signed by an authorized representative of the District's Procurement and Contract Services Department and delivered to the Bidder whose Bid Proposal is accepted. No other act of the District shall constitute acceptance of a Bid Proposal. Timely acceptance of a Bid Proposal shall obligate the Bidder whose Bid Proposal is accepted to execute the Contract set forth in these Contract Documents.
ITB-12 MATERIAL IDENTIFICATION

Bidders must furnish descriptions of the items they propose to furnish. Whenever in the Specifications any material, process or article is indicated or specified by patent, number, proprietary name or name of manufacturer or any combination of these, such Specification shall be deemed to be used for the purpose of facilitating description of the material, process or article desired and shall be deemed to be followed by the words "Or Equal." Any Bidder (and the Contractor) may offer in the bid (or after Contract award) any material, process or article which shall be equal in every material respect to that so indicated or specified, provided that if the material, process or article offered by the Contractor after Contract award is different from that in its Bid Proposal and is not, in the opinion of the District, equal in every material respect, then the Contractor must furnish the material, process or article specified or one that in the opinion of the District is the equal thereof in every material respect. The District shall be the sole judge of the quality and suitability of the proposed substitution.

END OF INSTRUCTIONS TO BIDDERS
GENERAL CONDITIONS

GC-1 DEFINITIONS
The following definitions apply throughout these Contract Documents when the term or phrase is capitalized, unless the context clearly requires otherwise:

ACT OF GOD – Earthquake, flood, cyclone or other cataclysmic phenomenon of nature. A rain, windstorm, high water or other natural phenomenon of unusual intensity for a specific locality, but which might reasonably have been anticipated from historical records of the general locality, shall not be construed as an "Act of God" and no payment shall be made to the Contractor for damages or delays resulting therefrom.

ADDENDA – The written notices of modification or clarification of the Contract Drawings, Specifications, or other Contract Documents, which may be issued by the District to holders of Contract Documents prior to the opening of Bid Proposals. The singular of Addenda is Addendum.

APPROVED – Approval by the Engineer and by appropriate government officials according to applicable codes, and consistent with any applicable quality standards.

AS DIRECTED – Direction given to Contractor by the Project Engineer.

AS REQUIRED – Applicable codes, standards and/or Contract requirements as may be required for Satisfactory performance of the Contract.

BID BOND – The approved surety bond form as provided in Exhibits – Bid Bond, submitted by a Bidder and its Surety along with the Bid Proposal in satisfaction of RCW 54.04.080 and to guarantee payment of damages for failure or refusal of the successful Bidder to enter into a Contract with the District following Notice of Award of bid.

BID PRICE(S) – The sum(s) stated on the Bid Form (Exhibits – Bid Form), for which the Bidder offers to enter into a Contract with the District.

BID PROPOSAL – The written offer by the Bidder to perform the Contract under the conditions specified and submitted on the Bid Form set forth in Exhibits.

BIDDER – The person, entity or corporation that submits a Bid Proposal to the District for consideration and evaluation pursuant to the appropriate Advertisement for Bids and Contract Documents.
COMPLETION – Completion of the Contract, which is the last date of performance under the Contract to comply with the Contract Documents to the reasonable satisfaction and acceptance by the District.

CONTRACT – The signed agreement, a sample of which is located in Exhibits - Contract of these Contract Documents and all legal obligations created by execution of said agreement.

CONTRACT DOCUMENTS – All of the following documents included as the various parts of the Contract between the District and the Contractor:

- Addenda
- Advertisement for Bids
- Bid Proposal
- Bidder’s Data
- Contract
- Contract Drawings
- Field Work Order/Change Orders
- General Conditions
- Instructions to Bidders
- Notice of Award
- Purchase Order
- Specifications
- Specific Requirements

The table of contents, titles, headings, running headlines and marginal notes contained herein and in the documents are solely to facilitate reference to various provisions of the Contract Documents and in no way affect, limit, or cast light on the interpretation of the provisions to which they refer.

CONTRACT DRAWINGS – A pictorial description of the items to be furnished or copies thereof, which is included as a part of the Contract Documents, as modified by Addenda, Field Work Order/Change Orders to the Contract. "Contract Drawings" shall include the drawings issued to Bidders to delineate the scope. Only those drawings prepared on the standard title block sheet of the District shall be "Contract Drawings."

CONTRACT PRICE – The total sum stated on the Contract, but excluding Washington State Sales Tax, as adjusted by any Field Work Order/Change Orders, for which the Contractor agrees to perform as required by the Contract Documents.

CONTRACT TIME – The time designated in the Contract Documents for Completion of the Contract as required by the Contract Documents. The Contract Time may be modified only by Field Work Order/Change Order. Unless otherwise specified in these Contract
Documents, the Contract Time shall begin to run from the date specified on the Notice of Award.

CONTRACTOR – The entity, person, firm or corporation whose Bid Proposal has been accepted by the District and who, together with the District, has executed the Contract required by the Contract Documents.

DISTRICT – Public Utility District No. 1 of Chelan County headquartered in Wenatchee, Washington.

DOLLARS – Currency of the United States.

EFFECTIVE DATE – The date upon which the Contract, Addendum, Field Work Order/Change Order, or other official document takes effect.

ELECTRONIC TRANSMISSION – Telefacscimile, electronic mail, or other means of electronic transmission available to the District to transmit documents or communications.

ENGINEER'S INSTRUCTION – A written statement and/or drawing delivered to the Contractor by the Engineer which directs the Contractor to perform any act or acts related to the Contract or clarifies an issue concerning the Contract Drawings or Specifications.

ENGINEER, PROJECT ENGINEER OR PROJECT MANAGER – The principal or authorized person designated by the District to be responsible for the inspection, measurement, and testing, and authorized to order changes to the Work on behalf of the District.

FIELD WORK ORDER/CHANGE ORDER – A directive by the District made pursuant to General Conditions, Changes in the Work – Field Work Order/Change Orders, or written supplemental agreement entered into by the District and the Contractor to modify the Contract after its execution with or without notice to the Surety. The signature of the Contractor is not required for a directive. Such Field Work Order/Change Order must be authorized in writing by the District's Commission or, if for an amount within the authority granted by the Commission, by a District employee.

HAZARDOUS CHEMICAL – Any chemical which poses a physical or health hazard. OSHA 29 CFR 1910.

HAZARDOUS MATERIAL – Any substance or material in any form or quantity which poses an unreasonable risk to safety and health or property when transported in commerce. USDOT 49 CFR 302.

HAZARDOUS SUBSTANCE – Any substance designated under the Clean Water Act and the Comprehensive Environmental Response, Compensation and Liability Act as
posing a threat to waterways and the environment when released. USEPA 40 CFR 302, OSHA 1910.120.

INSPECTORS – Those individuals designated by the District to inspect, measure and test under direction of the Project Engineer. In addition, is authorized to order changes to the Work as per the Stop Work Directive in these Contract Documents.

NOTICE OF AWARD – Written notification to the successful Bidder of the District's acceptance of the bid of said Bidder. A sample form can be found in Exhibits – Notice of Award. Contract Time may start upon receipt of the Notice of Award if so specified in the Contract Documents.

OR EQUAL – Contractor-proposed substitution of specific materials or processes that are deemed by the District, in its sole discretion, to be equal in every material respect to that specified in the Contract Documents.

OWNER – Synonymous with the term "District."

PROVIDE – To furnish and deliver.

REQUEST FOR PAYMENT – A written statement from the Contractor to the District requesting payment of some or all of the Contract Price and sales or use taxes.

SATISFACTORY – Satisfactory to the District.

SHOP DRAWING – A pictorial or other description of the details of proposed materials, equipment, methods of installation or other Work prepared by the Contractor or a Subcontractor and submitted for the approval of the District.

SPECIFICATIONS/TECHNICAL SPECIFICATIONS – The technical, engineering and manufacturing descriptions of the items to be furnished which are included as a part of the Contract Documents as modified by Addenda and/or Field Work Order/Change Orders to the Contract.

STOP WORK DIRECTIVE – A written statement delivered to the Contractor which directs the Contractor to discontinue performance on specific items.

SUBCONTRACTOR - Any person, entity or corporation, other than an employee of the Contractor, supplying any Work in connection with the Contract pursuant to an agreement with either the Contractor or any Subcontractor of the Contractor.

SUBSTANTIAL COMPLETION – When the Contract has been performed to the extent that the District has full use and benefit of the items both from the operational and safety standpoint, and only minor incidental items such as operation and maintenance
instructions, warranties, and the like remains to physically complete the total Contract, the Engineer may determine the Contract is substantially complete.

SURETY – The person, entity or corporation who assumes the obligations of a surety by executing a surety bond or bonds payable to the District and to other indemnities, as applicable, guaranteeing one or more of the following: the successful Bidder will execute a Contract, perform the Contract, and pay in full all Subcontractors and laborers, materialmen, mechanics and suppliers to the Contractor and any Subcontractor.

UNIT PRICE – The amount bid by the Contractor (Bidder) for furnishing one (1) unit when such units are furnished in the approximate quantities estimated, such quantities being subject to reasonable adjustment at such price.

WORK – All management, superintendence, labor, materials, equipment, and all component parts thereof, transportation and other facilities or services necessary to complete Contractor’s obligations as specified in the Contract Documents and completion by Contractor of all documentation and receipt of all District approvals (or acceptance) necessary pursuant to the Contract Documents.

GC-2 ACCESS TO RECORDS
The District and other authorized representatives of the State of Washington shall have access to any book, document, paper, and record of the Contractor which are pertinent to this Contract for the purposes of making audits, examination, excerpt, and transcriptions. In the event that it is determined that the Contractor has overbilled the District by two percent (2%) or more, the Contractor shall pay to the District, on demand, the cost of the audit.

All such records and all other records pertinent to this Contract and work undertaken pursuant to this Contract shall be retained by the Contractor and any Subcontractor for a period of six (6) years after the final acceptance of the Work pursuant to this Contract, unless a longer period is required to resolve audit findings or litigation. In such cases, the District may request, and the Contractor and all Subcontractors shall abide by, such longer period for record retention.

GC-3 CORPORATE AUTHORITY; BINDING SIGNATURES
Each of the individuals executing this Contract or any document required by the Contract Documents on behalf of the Contractor warrants they are an authorized signatory of the entity for which they are signing, and has sufficient corporate authority to execute this Contract.
CONTRACT DOCUMENTS 20-10

GC-4  INTENT OF DOCUMENTS

It is the intent of the Contract Documents to specify and set forth a complete operational unit, units, or system ready for use regardless of whether or not every detail has been set forth in the Contract Documents. Any omission of details from the Contract Documents shall not be construed to mean that they are to be omitted by the Contractor or to affect in any way the completeness of the items to be furnished. The cost of such details shall be included in the Contract Price. When materials, methods, labor or equipment are described in words which when so applied have well-known or technical trade meanings, these descriptions shall be held to refer to such meanings.

GC-5  CLARIFICATION OF CONTRACT DOCUMENTS

If, in the course of performance of the Contract, the Contractor requires clarification of the Contract Documents, Contract Drawings or Specifications, the Contractor shall immediately inform the Engineer in writing. The Engineer will promptly review the request for clarification and, if necessary, issue additional information or an Engineer's Instruction or the District may issue a Field Work Order/Change Order. Any work done after such discovery and until receipt of additional information, Engineer's Instruction, Field Work Order/Change Order shall be at the Contractor's expense.

To avoid any disputes which might arise as to the meaning of anything contained in the Contract Documents, or any alleged error, omission or discrepancy therein, the Engineer's opinion as to the true intent and meaning, and the Engineer's interpretations thereof, shall be binding and final.

GC-6  CONTRACT DRAWINGS AND INSTRUCTIONS

The District has prepared designs and sufficient Contract Drawings and Specifications. The Engineer may issue additional information during the term of the Contract by means of an Engineer's Instruction, and/or drawings to add detail to the Contract Documents and facilitate the successful Completion of the Contract. All such Engineer's Instructions, Contract Drawings, and other clarifying information shall be consistent with the Contract Documents and shall be developments thereof and reasonably inferable therefrom.

All Work shall be furnished in strict conformity with the Contract Documents and to the exact dimensions fixed thereby.

Access to an electronic download of the complete set of Contract Documents will be provided to Bidder. Additional copies of Specifications and either full or reduced size Contract Drawings, if desired by the Contractor, will be furnished by the District and at District's discretion, Contractor may be charged for the cost of reproduction, handling and mailing.
GC-7      REFERENCED STANDARDS & SPECIFICATIONS
Reference in the Specifications to codes, standards and specifications promulgated by local, state and/or federal authorities, professional or technical associations, institutes or societies, are intended to mean the latest edition of each such code, standard or specification adopted and published as of the date of the Contract, except where otherwise specifically indicated. Each such code, standard or specification referred to shall be considered a part of the Specifications to the same extent as if reproduced therein in full.

GC-8      WORKMANSHIP OF CONTRACTOR
All Work shall be such that its several component parts function as a workable system, with all accessories necessary for its proper operation, and the Work shall be completed with all components tested, properly adjusted, and in working order. The Work shall be performed in accordance with the Contract Documents and in conformity with the best accepted standard practice of the trade so as to contribute to maximum efficiency of operation, accessibility and appearance and minimum cost of operation, maintenance and future alterations and additions.

GC-9      COMPLIANCE WITH CONTRACT DOCUMENTS
Unless otherwise specified, all workmanship, equipment or material shall be provided in full conformance with the Contract Documents, and shall be of the best available grades of their respective kinds. Whenever material or an article or piece of equipment is identified on the Contract Drawings or in the Specifications by reference to manufacturers’ or vendors’ names, trade names, catalog numbers, etc., it is intended merely to establish a standard as to physical size, strength, function, performance, technical data, information, tests, ratings, etc. established by the manufacturer, and herein used by the Engineer and indicates the minimum acceptable standard and is to be considered “Or Equal” unless otherwise specified.

Offers of substitution for items described in the Contract Documents as “Or Equal” will be considered only upon the written request of the Contractor, and no requests for substitutions will be acknowledged or considered from suppliers, distributors, manufacturers, or any other source. Requests for approval of substitution shall be made by submitting documentary evidence of equality in the form of, but not limited to, descriptive literature, samples, records of performance, certified copies of tests by independent recognized laboratories, and differences in price and delivery, if any, in the form of certified quotations from suppliers of both the specified material, equipment, method of construction or process, or shop drawings, and the proposed substitute. Contractor shall submit three (3) sets of all data to the Engineer. NO PURCHASE SHALL BE MADE BY CONTRACTOR WITHOUT THE ENGINEER’S PRIOR WRITTEN APPROVAL.
If the Contractor is unable to secure all materials or equipment of the size, kind and type specified in these Contract Documents or those proposed as substitutes by the Contractor and accepted by the District as equal in every material respect to those specified, through no fault of its own, the Contractor shall immediately give written notice to the Engineer of the same. Thereafter, the District, at its option, may require the use of substitute materials or equipment of greater or lesser cost, and in such event, the unit price shall be adjusted for the difference in the price between the materials or equipment specified or previously accepted as substitutes equal in every material respect and the substitute materials or equipment accepted. The District at its sole discretion may refuse to accept any substitute material or equipment.

The Engineer shall have the final approval on whether a proposed substitution is approved as an “Or Equal.”

**GC-10 INSPECTION AND REJECTED WORK**

The Engineer will have the right to reject defective items. Rejected items shall be satisfactorily replaced with proper items and the Contractor shall remove rejected materials from the premises. If the Contractor fails to proceed at once with the replacement of rejected items, the District may, by contract or otherwise, replace such material or correct such Work and charge the cost thereof to the Contractor.

The Contractor is not relieved of any obligations to fulfill the Contract as prescribed, and defects shall be corrected and unsuitable materials shall be rejected by the District and replaced by the Contractor.

**GC-11 STOP WORK DIRECTIVE**

Where, in the judgment of the Engineer and/or District designated Inspector, the Contractor or any Subcontractor is performing Work contrary to the conditions and terms of the Contract, the Engineer and/or District designated Inspector will notify the Contractor of any such situation in writing.

If, after this notification by the Engineer and/or District designated Inspector, the Contractor does not commence appropriate corrective action to the satisfaction of the Engineer, the Engineer and/or District designated Inspector may issue a Stop Work Directive (SWD) stating the specific work to be discontinued and so notify the Contractor in writing.

Upon receipt of a SWD from the Engineer and/or District designated Inspector, the Contractor and the Subcontractor shall cease operations, including shipments, on any specified product or services to the extent mandated by the SWD. Work shall not resume until the Contractor has obtained a written authorization from the Engineer and/or District designated Inspector. A written authorization to resume further operations shall be
granted only upon approval of the Contractor's written commitment to correct those conditions itemized on the SWD.

The issuance of a SWD shall constitute a non-excusable delay, and the Contractor shall not be entitled to time extension or additional compensation (either direct or consequential) due to the delay.

**GC-12 WARRANTY**

The Contractor warrants to the District that the items provided for under the Contract shall perform and operate for the purpose(s) specified, shall be new and free from defects and deficiencies in material and workmanship, shall meet all Specifications, including those relating to performance contained or incorporated by reference in the Contract and that any assembly and/or installation will be performed in a competent manner in accordance with accepted professional standards.

The foregoing warranties shall apply to defects or deficiencies occurring within a period of eighteen (18) months from final acceptance of the Contract by the District.

If, during the warranty period, the item(s) is not available for normal use due to a failure to comply with the requirements of the Contract Documents or any warranty, the time of unavailability shall not be counted as part of the warranty period. If at any time during the warranty period the District notifies the Contractor of any failure to comply with the warranty, the Contractor shall promptly correct any noncompliance. The warranty period shall then be extended for any corrected Work until the expiration of an additional warranty period, that shall commence upon the acceptance by the District of the correction or the expiration of the original warranty period, whichever is later.

If the Work does not meet the warranties specified above, the Contractor, after receipt of written notice from the District, shall immediately correct any defect or deficiency, including nonconformance with the Specifications. The cost of labor, materials and equipment associated with such repair or replacement shall be borne by the Contractor.

In the event the Contractor fails to remedy any such defect or deficiency in a timely manner, the District may undertake such remedy as it deems reasonably necessary and the Contractor shall bear all costs reasonably associated with said remedial action by the District. The reasonable time for repairs/remedies shall be determined by the District.

The Contractor shall obtain written warranties from suppliers of materials and equipment and shall deliver the original warranties to the District prior to final acceptance of the Contract. Such warranties shall state that they run in favor of the District, regardless of whether contract privity exists between the warrantor and the District.
Neither the final payment, nor any other provision of the Contract, nor partial or entire use of the materials and/or equipment by the District shall relieve the Contractor of liability with respect to the warranties referred to in the Contract or any other warranties express or implied.

The warranty provided herein is in addition to, and not in lieu of, any other guarantees, warranties, rights or remedies that may otherwise be available under applicable law to the District, and shall not in any way limit the same.

**GC-13 INDEMNITY**

The Contractor covenants and agrees that it will indemnify and hold harmless the District and any and all of the District’s officers, principals, agents and employees, from any liability, loss, damage, cost, charge or expense, whether direct or indirect, arising in any way out of the performance of this Contract (including, but not limited to contractual claims, lien claims, retainage claims, extra work claims, bodily injury and property damage) to which the District or said other indemnitees may be put or subject by reason of any act, action, neglect, omission or default under this Contract on the part of the Contractor or any or any of the Contractor’s officers, principals, agents, or employees. The indemnity provision shall be specifically subject to RCW 4.24.115 (or as amended). Contractor’s indemnity obligations shall survive the Completion and final acceptance of the Contract, and shall only terminate upon final satisfaction by the Contractor of all such suits, claims or other proceedings.

In the event any suit, claim or other proceeding shall be brought against the District or any of the District’s officers, principals, agents or employees, at any time alleging facts that, if proven, would give rise to the indemnity obligation set forth in the paragraph above, the Contractor hereby covenants and agrees to assume the defense thereof and defend the same at the Contractor’s own expense. Within the limits of the paragraph above, the Contractor agrees to pay all judgments that may be incurred by or obtained against the District or any other indemnitee under this section as a result of such suits, claims or other proceedings.

The Contractor’s submission of a bid under these Contract Documents and execution of the Contract constitutes Contractor’s conscious and intentional acceptance of the terms of this section and the Contractor’s express waiver of any and all statutory immunity provided by the Washington State Industrial Insurance Act, RCW Title 51, with regard to all rights of the indemnitees stated herein. **THE TERMS OF THIS SECTION, SPECIFICALLY INCLUDING THE PRECEDING WAIVER OF IMMUNITY, SHALL BE DEEMED MUTUALLY NEGOTIATED TO THE FULLEST EXTENT ALLOWED BY THE LAWS OF WASHINGTON APPLICABLE TO THE DISTRICT CONCERNING BIDDING AND AWARD OF CONTRACTS FOR PUBLIC WORKS.**
GC-14 SUBCONTRACTORS

The Contractor shall be and operate as an independent contractor in the performance of the Work and shall have complete control over and responsibility for all personnel and all tiers of Subcontractors performing the Work. In no event shall the Contractor be authorized to enter into any agreements or undertakings for or on behalf of the District or to act as or be an agent or employee of the District.

The Contractor agrees that it is fully responsible to the District for the acts and omissions of its Subcontractors and of persons and/or entities either directly or indirectly employed by them as it is for the acts and omissions of persons employed by it directly. Contractor shall not utilize any Subcontractor or supplier to whom the District has a reasonable objection and District has notified the Contractor of same, and shall obtain the District’s written consent before making any substitutions or additions to its list of Subcontractors.

If the District concludes that any portion of the Work subcontracted by the Contractor is not being prosecuted in accordance with the Contract Documents, the Contractor shall, upon request of the District, remove the Subcontractor performing such Work. Such removal shall not relieve the Contractor of its responsibility for the performance of the Work or complying with all other requirements of the Contract.

Nothing contained in the Contract Documents shall create any contractual relationship between any Subcontractor and the District. The District's consent to or approval of any Subcontractor under the Contract shall not in any way create any contractual relationship between any such Subcontractor and the District and shall not relieve the Contractor of its obligations under the Contract and no such consent or approval shall be deemed to waive any provisions of the Contract.

Contractor shall require and set forth in its written contracts with Subcontractors that all Subcontractors are and shall be bound by the terms of the Contractor’s Contract with the District, including, but not limited to, the General Conditions, Specific Requirements, Specifications, Contract Drawings, Addenda, Field Work Order/Change Orders (which will be incorporated into the subcontract by reference), and shall assume toward Contractor the obligations and responsibilities that the Contractor assumes in and by the aforesaid documents towards the District.

GC-15 ACCEPTANCE AND REJECTION OF MATERIALS OR EQUIPMENT

The District shall not be deemed to have accepted any materials or equipment prior to the completion of inspection and testing for the purpose of ascertaining whether the materials and equipment are as represented and contracted for. At the District’s option, such tests may be made either at the factory before shipment (by mutual coordination), or upon receipt of material, or in the field after the erection and installation, or all of the above. Additional inspection and/or testing requirements may be stated in Specific Requirements or Specifications.
If inspection or testing show the materials or equipment to be not as represented or contracted for, the District may refuse to accept the same if the Contractor is unable to remedy the fault after having been given reasonable opportunity in which to do so under the circumstances. The Contractor must remove or correct the non-conforming material at the Contractor's sole expense. Inspection upon delivery shall not constitute acceptance unless stated in Specific Requirements or Specifications.

**GC-16 TERMINATION FOR DEFAULT / NONCOMPLIANCE**

**Acts of Default** – Any of the following events constitute an act of default by the Contractor and a material breach of the Contract:

- The Contractor abandons the Contract.
- The Contractor fails to supply workers with relevant experience and sufficient skills, suitable materials or suitable equipment, or performs at a lesser quality than specified in the Contract Documents.
- The Contractor fails to fully maintain the schedule or fails to fully meet any of the schedules or milestone dates specified in the Contract Documents.
- The Contractor violates laws, regulations or orders of any public body having jurisdiction, violates any policy of the District, or does not comply with instructions or directives from the Engineer, or disregards the authority of the Project Engineer.
- The Contractor fails to make prompt payment for labor, materials, supplies, equipment.
- The Contractor fails to comply with the conditions, Specifications or provisions of the Contract Documents.
- The Contractor is careless or incompetent as determined by the District.
- The Contractor ceases or is unable to pay its debts as they mature, or authorizes or takes any action under bankruptcy or reorganization, readjustment of debt, insolvency, liquidation or other similar laws, or proceedings under any such laws that are instituted against it.
- The Contractor assigns the Contract or sublets the Contract without first obtaining the District’s permission.
- The Contractor receives a Stop Work Directive and fails to take corrective action.
- The Contractor receives multiple Stop Work Directives.
- The Contractor fails to pay attorneys fees and costs as provided in the General Conditions.
- The Contractor is otherwise in violation of any material provision of the Contract.

**Consequences of Default** – The District shall provide written notice of default. In the event Contractor fails to correct the default within ten (10) calendar days after written notice of default, the District may terminate the Contractor's right to proceed with all or any portion of the work. In the event of default, the District may immediately, without
limiting any other remedy available to it in law or equity, withhold any amount otherwise
due under the Contract. The District's right to liquidated damages (if specified in the
Contract) shall not in any manner limit any other remedy available to the District, including
but not limited to, the District's right to terminate the Contractor's right to proceed.

The District’s termination of a Contract shall not affect any rights of the District against
the Contractor then existing or which may thereafter accrue. Any retention or payment of
monies by the District due to the Contractor shall not release the Contractor from liability.

**Noncompliance** – The Contractor shall, upon receipt of written notice of noncompliance
with any provision of this Contract and the action to be taken, immediately correct the
conditions to which attention has been directed. Such notice, when served on the
Contractor or its representative, shall be deemed sufficient. If the Contractor fails or
refuses to comply promptly, the District Engineer may issue an order to suspend all or
any part of the Work. When Satisfactory corrective action is taken, an order to resume
work shall be issued. No part of the time lost due to any such suspension order shall
entitle the Contractor to any extension of time for the performance of the Contract or to
reimbursement for excess costs or damages.

**GC-17 TERMINATION FOR CONVENIENCE**

The District may terminate the Contractor's right to proceed with all or any portion of the
Work upon ten (10) days written notice to the Contractor. Upon receipt of any notice of
termination, the Contractor shall immediately stop all work being performed unless the
notice of termination expressly directs otherwise.

Upon receipt of any such notice, the Contractor shall, unless the notice states otherwise:

- stop the Work on the date and to the extent specified in the notice of termination;
- place no further orders or subcontracts for services, equipment or materials
  relating to the terminated portion of the Work;
- terminate all orders and subcontracts to the extent that they relate to the
  performance of Work terminated by the notice of termination as directed by the
  District;
- if requested by the District, assign to the District, in the manner and to the extent
  directed by it, all of the rights, title and interest of Contractor under the orders or
  subcontracts so terminated, in which case District shall have the right, if it elects
to do so, to settle or pay any or all claims relating to the termination of such orders
  and subcontracts;
- if requested by the District, settle all outstanding liabilities and all claims arising out
  of the termination of orders and subcontracts in a Satisfactory manner;
- deliver to the District, when and as directed by the District, all documents and all
  property and transfer title to such property to the District to the extent not already
  transferred; and
• to the extent requested by the District, assist the District in maintaining, protecting, and/or disposing of Work in progress, tools, equipment and materials acquired or utilized by Contractor relating to the Work.

In the event of such termination, Contractor waives any claim for damages, including but not limited to, any claims for loss of anticipated profits, and agrees to accept in full settlement of all claims by Contractor and any Subcontractors or suppliers such proportion of the Contract Price due to Contractor under this Contract as the Work actually completed bears to the entire Work to be performed by Contractor under this Contract, as determined by the District, less any payments already made to Contractor and less any amounts withheld by the District to settle claims against or to pay indebtedness of Contractor in accordance with the provisions of this Contract. In the event of such termination, Contractor shall be entitled to no payment beyond that specified in this paragraph and Contractor shall defend, indemnify and hold the District harmless of all claims for amounts other than the above, including but not limited to, all claims for lost profit, loss of business expectancy, and the like.

GC-18 NOTICES
The District may inform the Contractor at the address given by the Contractor in its bid any written notice which the Contract Documents provide that the District shall give to the Contractor. The Contractor may deliver, fax to the District's fax number, or mail to the District any notice which the Contract Documents provide that the Contractor shall give to the District.

GC-19 ASSIGNMENT OF CONTRACT
The Contractor agrees that it will not sell, assign, transfer or sublet this Contract or any part thereof or interest therein, either by power of attorney or otherwise, without the prior written consent of the District, and that any such sale, assignment, transfer or subletting, without such consent of the District, shall be null and void.

GC-20 WAIVER AND MODIFICATION
No waiver or modification of any provision of the Contract Documents shall be valid and binding upon the District unless the waiver or modification is in writing and signed by the District's Project Engineer with proper authority. A waiver shall neither be nor be construed to be a waiver of any past or future default or breach, nor a modification of any of the terms or conditions of the Contract, except to the extent expressly stated in the written waiver.

The failure of the District to insist upon strict performance of any term or provision of the Contract Documents shall not constitute a waiver or relinquishment of any such term or provision, but the same shall be and remain in full force and effect. The making of any payment by the District to the Contractor with or without knowledge of any breach of the
Contract shall not be deemed to be a waiver of any breach or of any term or provision of the Contract Documents.

**GC-21 PATENTS AND ROYALTIES**

The Contractor shall pay the costs of all royalties, permits, taxes, licenses or other fees necessary for the performance of this Contract.

When notified and authorized in writing by the District, the Contractor shall defend, at the Contractor's expense, any suit or proceeding brought against the District so far as such suit or proceeding is based on a claim that the manufacture, sale or use of materials or equipment furnished by the Contractor as part of the Work under the Contract constitutes an infringement of any patent, and the Contractor shall pay all damages and costs awarded against the District, and shall otherwise hold the District harmless; provided that the Contractor's obligation shall not extend to a claim of infringement based upon the manufacture, sale or use of materials or equipment furnished by the Contractor in combination with materials or equipment not furnished under the Contract. If the Contractor refuses to defend such suit or if, in the opinion of the District, the Contractor does not tender an adequate defense to the claims made in such suit, the District may seek counsel to protect the District's interests. The Contractor shall be liable for the costs and attorneys fees associated with the District's actions in this regard.

In the event the manufacture, sale or use of materials or equipment is held to constitute infringement and the use of part or all of the Work is enjoined, the Contractor, at its expense, shall either obtain for the District the unqualified right to continue using said material or equipment for an indefinite period or shall replace the same with non-infringing material, or shall remove said material or equipment and refund to the District the purchase price and the transportation and installation costs thereof.

**GC-22 LIABILITY OF CONTRACTOR**

The Contractor shall have the sole responsibility for furnishing the District with completed Work until said Work is accepted in writing by the District. Materials or equipment damaged, lost, stolen or destroyed by reason of any cause whatsoever, whether within or beyond the control of the Contractor, prior to delivery to and inspection by the District, except due to the negligence of the District, shall be repaired or replaced in their entirety by the Contractor solely at its own expense.

**GC-23 APPLICABLE LAW/COURT COSTS/ATTORNEYS FEES**

All applicable state and federal laws, municipal ordinances, administrative codes and the rules and regulations of all authorities having jurisdiction over the Contract shall apply to the Contract throughout, and they will be deemed to be included in the Contract the same as though herein written out in full. The Contractor shall fully comply with all state and federal laws, ordinances and regulations, and with all orders, permits, approvals,
certifications, licenses, directives adopted or issued thereunder, including but not limited to all environmental legislation of which the Contractor is aware or shall subsequently become aware.

The Contract Documents and other writings of whatsoever nature which are a part of the Contract shall be construed for all purposes solely and exclusively in accordance with and pursuant to the laws of the State of Washington. The rights and obligations of Bidders, the District, and Contractor shall be governed by the laws of the State of Washington. Contractor submits to the exclusive jurisdiction of the courts of the State of Washington. Venue for any lawsuit arising from these Contract Documents or performance under the Contract shall be in Chelan County Superior Court, Chelan County, Washington.

Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included herein.

Subject to General Conditions, Time and Manner of Payment to Contractor, the Contractor may bring no litigation on claims unless such claims have been properly raised and considered in the procedures of Contractor’s Claims herein.

In the event it is necessary for either party to utilize the services of an attorney to enforce any of the terms of the Contract, the substantially prevailing party shall be entitled to compensation for its reasonable attorneys fees and costs whether or not legal action is initiated and regardless of whether the dispute is settled by trial, trial and appeal, arbitration, mediation, negotiation or otherwise and regardless of whether suit is formally filed. Failure to pay the costs and attorneys fees provided for herein shall constitute an event of default under this Contract.

The District is committed to equal employment opportunity for all qualified individuals without regard to age, sex, marital status, sexual orientation, race, religion, creed, color, national origin, disability, disabled veterans, recently separated veterans, other protected veterans, and armed forces service medal veterans or any other protected class. To this end, we support and cooperate fully with all applicable laws, regulations and executive orders, and hereby incorporate the requirements of 41 C.F.R. § 60-1.4(a), 60-741.5(a) and 60-300.5(a), and 29 C.F.R. part 471, if applicable.

**GC-24 PUBLIC RECORD/CONFIDENTIAL INFORMATION**

Contractor acknowledges that the District is subject to the provisions of RCW 42.56 and that this Contract and all materials made available under or as a consequence of it (collectively for this Section called the “Materials”), shall be public records as defined in RCW 42.56. Any specific part of the Materials that is claimed by the Contractor to be Confidential Information or proprietary information must be clearly identified as such by the Contractor as set forth in this Section.
If Contractor considers any portion of the Materials to be protected from disclosure under the law, Contractor must clearly mark on each page and/or individual piece (collectively referred to in this Section as “Record”) (as opposed to marking only the first page or a cover page to a Record) on the bottom or top of each Record in a manner which makes the words immediately obvious and identifiable, the following words, all capitalized: “PROPRIETARY AND CONFIDENTIAL.” A Contractor which does not do this agrees, for itself and any Subcontractor, partner, or other person or entity whose Material is used in connection with or incorporated into the Contract, that each Record, which is not marked, may be inspected and copied by the public and further that the District may disclose the same to the public for such purposes.

If a request is made for inspection and/or copying of the Materials, the District will review the Materials to determine which Records contained therein are marked “PROPRIETARY AND CONFIDENTIAL.” Records which are not so marked may, in the District’s sole discretion, be disclosed by the District to the public for inspection and copying. For each Record appropriately marked as “PROPRIETARY AND CONFIDENTIAL,” the District will determine whether, in its opinion, the Record is exempt from inspection and/or copying under Washington law. If in its discretion the District determines that the Record is not exempt from disclosure to the public, the District will notify the Contractor of the request and the District’s decision that the Record will be disclosed. The District will allow the Contractor ten (10) days to file suit and obtain a court order to restrain disclosure by the District. Such action, if taken, shall be at the Contractor’s sole expense. If the Contractor fails or neglects to take such action within said time, the District will release all Records, which it has deemed it must disclose. The Contractor agrees and warrants that neither it, nor any Subcontractor, partner, or other person or entity, providing it with Material for inclusion in the Contract, will have any claim whatsoever against the District arising out of either disclosure or any action taken by the District under this Section as long as the District follows the procedures in this Section.

Contractor further releases the District from any liability to the Contractor arising out of any such disclosure or action and agrees to indemnify and hold the District harmless from any claim whatsoever, including attorneys fees, made by any Subcontractor, partner, or other person or entity arising out of disclosure.

In addition to the Contractor, this Section shall be binding on all Subcontractors, partners, persons or entities which have allowed their Materials to be used by the Contractor for purposes of making or performing under the Contract; provided, for purposes of notice by the District to a Contractor of a request for public records and the right to restrain disclosure as set out above, notice need only be given to the Contractor notwithstanding that others may have allowed the Contractor to use their Materials for, or as a result of, the Contract.
Contractor will have the sole obligation, if any, to notify Subcontractors, partners, or other persons or entities, regarding the public document disclosure issues set out in this Section.

**GC-25 COMMENCEMENT OF WORK**

Unless otherwise specified, Contractor shall commence Work upon receipt of District’s Purchase Order. The Contractor shall assure the completion of the Contract within the Contract Time stated in the Contract Documents, unless otherwise directed in writing by the District.

**GC-26 CONTRACT COMPLETION**

The Contract will be complete when all items have been furnished, the final inspection made by the Engineer, or final acceptance has been adopted by District resolution or other District action. Issuance of any statement or submission of any form by the District relating to Contract Completion to any government agency for the purpose of such agency's administrative functions shall not affect or modify the foregoing requirements for determination of Contract Completion as between the District and the Contractor.

**GC-27 CHANGES IN THE WORK - FIELD WORK ORDER/CHANGE ORDERS**

By proper action of its governing body or authorized designee, and without invalidating the Contract, the District, at its discretion, may make any changes, including additions to or deductions from the Contract, provided such changes are within the general scope thereof regardless of the size or magnitude of said change. It shall be the responsibility of the Contractor, before proceeding with any change, to satisfy itself that the execution of a Field Work Order/Change Order has been properly authorized on behalf of the District by its governing body or designee.

Charges or credits, if any, for the Work covered by the change shall be determined by one or more of the following methods, at the District's option:

- Unit Prices specified on the Contractor's Bid Form.
- An agreed lump sum.

The District will make the final determination of charges or credits for the Work covered by the Approved change. In the event the Contractor does not agree with the amount of charges or credits, Contractor shall submit a Contractor's claim in accordance with General Conditions, Contractor’s Claims.

**GC-28 CONTRACTOR’S CLAIMS**

If at any time the Contractor claims that the District may, for any reason, owe it damages, additional payment, or a time extension, the Contractor must file a written claim with the
District in strict compliance with this Section. The written claim shall set out a detailed, factual statement of the claim for additional compensation or for additional time: (1) listing the date on which facts arose that gave rise to the claim; (2) identifying any documents and/or oral statements that support the claim; (3) listing for time extensions claimed the specific dates for which the extension is sought and the reasons Contractor claims a time extension should be granted for the dates identified, and (4) listing for additional compensation sought a breakdown of labor, materials, equipment, overhead and any other amounts claimed. Contractor must deliver to the District a written notice that fully complies with the above requirements no later than ten (10) days after the event giving rise to the claim occurred and before proceeding with any Work upon which the claim is based. Failure to provide the written notification in strict compliance with the above requirements (including but not limited to contents of notice and time of notice) shall constitute an absolute waiver of any such claim. No act, admission or knowledge, actual or constructive, of the District or the Engineer or any District employee shall in any way constitute a waiver of the above requirements, unless the District provides the Contractor with an express, unequivocal written waiver of the specific requirement being waived.

Within a reasonable time after presentation of a claim, the District shall give the Contractor written notice of the District's decision on any claim of the Contractor. All such decisions of the District shall be final.

Pending final resolution of a claim, unless otherwise agreed in writing, the Contractor shall proceed diligently with performance of the Contract.

GC-29 DELAYS AND EXTENSIONS OF TIME

If the Contractor is delayed at any time in the progress of the Contract by any of the causes listed below, the Contract Time may be extended by Field Work Order/Change Order for such reasonable time as the District shall determine. All decisions by the District regarding extensions of time shall be final.

- Fire, strikes, lockouts, labor disputes, pickets, war, acts of the public enemy, Acts of God.
- Acts of performance or delays in performance caused by persons other than the Contractor and other than persons acting for and on behalf of the Contractor.
- Causes beyond the control of the Contractor, the delays from which could not have been avoided through the exercise of reasonable care, prudence, foresight and diligence on its part.

All claims for extension of the Contract Time shall be made in writing and submitted to the District in accordance with General Conditions, Contractor’s Claims, no more than ten (10) days after the Contractor knows or by reasonable diligence should know of the event causing or likely to cause the delay; otherwise, they shall be waived. In the case of a continuing cause of delay, only one (1) claim is necessary.
Avoidable delays in the prosecution or completion of the Contract, for which no time extension shall be granted, shall include all delays which in the opinion of the District could have been avoided by the exercise of care, prudence, foresight and diligence on the part of the Contractor. The following shall constitute avoidable delays within the meaning of the Contract and shall not be a basis for an extension of the Contract Time:

- delays caused by rejected claims for extension of time by Contractor;
- delays caused due to rejected items.

All changes of the Contract Time must be in writing and agreed upon by the District.

**GC-30 TIME AND MANNER OF PAYMENT TO CONTRACTOR**

Unless otherwise specified, following delivery under this Contract, the Contractor may submit to the District for approval an invoice for the items delivered. Within 30 days after receipt of a properly completed invoice or receipt of goods, whichever is later, the amounts so determined, less previous payments and less such sums as the District may be entitled to retain under the provisions of the Contract, shall be paid to the Contractor (see General Conditions, Payments Withheld).

The Contractor shall advise the District, to the extent feasible, of all sales taxes and/or compensating use taxes paid to a state or political subdivision outside the State of Washington, in connection with the equipment and materials furnished.

The making of any payment to the Contractor under the Contract shall not relieve the Contractor of any of its obligations thereunder. The Contractor is obligated to complete the Contract in its entirety as specified.

Nothing in this paragraph or elsewhere in the General Conditions, shall make any laborers, materialmen, suppliers or Subcontractors third party beneficiaries of this Contract or obligate the District to withhold any funds except in the District's sole discretion. Pursuant to RCW 39.76, when all or a part of a payment is going to be withheld for unsatisfactory performance or if the payment request does not comply with the requirements of the Contract, the District shall notify the Contractor in writing within eight (8) working days after receipt of the payment request stating specifically why part or all of the payment is being withheld and what remedial action must be taken by the Contractor to receive the withheld amounts. When the above grounds are removed, payment shall be made within thirty (30) days for any amount withheld because of them.

Payments made to the Contractor shall not constitute acceptance by the District of any item that is defective or deficient, in whole or in part, regardless whether the defect or deficiency is patent or latent or known or unknown, and such payments shall not constitute
a waiver by the District of any rights or remedies it may otherwise have under these Contract Documents or otherwise.

The quantity to be paid for any item for which a Unit Price is fixed in the Contract shall be the number of units satisfactorily delivered in accordance with the Contract Documents, as determined by the Engineer. The quantity to be paid for any item for which a lump sum price is fixed in the Contract shall be based on the percentage satisfactorily completed in accordance with the Contract Documents, as determined by the Engineer.

**GC-31 PAYMENTS WITHHELD**

The District may withhold the whole or part of any application for payment to such extent as may be reasonably necessary to protect itself from loss on account of:

- Defective or damaged work not remedied or warranties not met.
- Claims filed or reasonable evidence indicating filing of claims against the Contractor.
- Failure of the Contractor to make payments properly to Subcontractors or for materials, labor, or equipment.
- A reasonable doubt that the Contract can be completed for the balance then unpaid.
- Damage to or loss of District furnished materials or District property.
- Contractor's failure to meet any performance warranties required by the Contract Documents.
- Failure of the Contractor to provide all drawings, manuals, and other information required by the Contract.

The Contractor shall provide a contact name, address, and email address to facilitate notification if any payment, or portion of any payment, is withheld for any of the reasons above, or for missing documentation or items incorrectly invoiced. Notification shall be made via email, or shall be mailed, properly addressed and stamped with the required postage to the person designated by the Contractor in the Bid.

**GC-32 TAXES**

The Contractor shall be liable for all federal, state and local taxes payable in connection with or arising from the Contract. The cost of any and all such taxes shall be included in the Contract Price (except for Washington State sales taxes, an amount equal to which the District will pay to the Contractor in addition to the Contract Price in accordance with the procedures established in these Contract Documents). It is the responsibility of the Contractor to determine, in conjunction with the appropriate federal, state or local authorities, the nature and amount of any taxes payable as a result of the Work.
GC-33 CONFLICT AND PRECEDENCE

The Contract Documents are complementary and what is called for by any one of them shall be as binding as if called for by all. In the event there are any conflicting provisions or requirements in the component parts of the Contract, the Contract Documents shall take precedence in the following order:

- Field Work Order/Change Orders
- Contract
- Purchase Order
- Notice of Award
- Addenda
- Specifications
- Specific Requirements
- General Conditions
- Contract Drawings
- Advertisement for Bids
- Instructions to Bidders
- Bidder’s Data
- Bid Proposal

The District shall not be bound by and rejects any terms, conditions or provisions submitted after the Effective Date of the Contract unless agreed to in writing by the District.

END OF GENERAL CONDITIONS
SPECIFIC REQUIREMENTS

SR-1 SCOPE OF SUPPLY
The Contractor shall supply 115 kV and 23 kV Group Operated Substation Disconnect Switches (Switches) manufactured in accordance with these Contract Documents.

SR-2 DELIVERY/CONTRACT TIME
Delivery of the Switches is required during the seventh (7th) month after District's issuance of Purchase Order (Contract Time). The Purchase Order is anticipated to be issued by 4/20/20. Delivery shall be F.O.B. the District's Ohme substation. This shall mean that the Contractor will pay the cost of transportation to have the Switches delivered "free on board" to the District's Ohme substation located at 3475 Highway 97A, Wenatchee, WA 98801. It also shall mean that the title and risk of loss do not pass until the Switches have been inspected and moved from the conveyance.

The Contractor shall deliver all Switches to the District at the address provided in this section in compliance with the Contract Time. Contractor shall pay all shipping costs. The District will unload the Switches from the delivery truck. Unless otherwise stated in the Contract, the Contractor shall have the risk of loss until the Switches have been delivered to the appropriate location and have been inspected for damage, provided that the District shall make a reasonable effort to assure that such inspection is conducted as soon as practicable following delivery.

The Contractor agrees to complete the Contract to the reasonable satisfaction of the District, free of all claims, liens and charges, within the Contract Time specified herein.

SR-3 SHIPPING INSTRUCTIONS
All Switches shall be suitably packed to ensure against damage from weather or transportation and in accordance with the requirements of common carriers. The delivery address and Contract number shall be clearly marked on the outside of all packaging. Each shipment must be accompanied by a packing list, which shall reference the Contract number and the Purchase Order number, and include item descriptions, part numbers, and quantities. Any bills of lading, shipping order or the like shall also contain the above listed information.

SR-4 NOTIFICATION OF SHIPMENT
Advance notification of shipment of the Switches is required. Contractor shall notify the Engineer, Tom Kelly, at (509) 661-4262, three (3) business days prior to delivery of
shipment. Failure by the Contractor to provide the advance notification specified herein may result in delays in unloading and receipt. The costs of all such delays shall not be charged to the District.

District receiving hours are Monday through Friday, 9:00 a.m. to 2:00 p.m. No deliveries will be received on District observed holidays or during any other times unless specific prior arrangements have been made with the Engineer.

SR-5 41 CFR 60-1.4 - EQUAL OPPORTUNITY CLAUSE

The District has determined that it may be subject to the equal opportunity clause of 41 CFR 60-1.4 applicable to government contracts. 41 CFR 60-1.4 requires that government contractors include the following provisions in subcontracts, agreements and purchase orders.

During the performance of this Contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

(3) The Contractor will send to each labor union or representative of works with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
(5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(6) In the event of the Contractor's non-compliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations, or orders, this Contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further Government agreements in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(7) The Contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

(8) Contractor shall, prior to Contract Completion, submit to the District certification of compliance with the provisions of 41 CFR 60-1.4 – Equal Opportunity Clause. Written certification shall be provided by Contractor in substantially the form set forth in Exhibits, Equal Opportunity Certificate of Compliance and submitted with the Certificate and Release to the District. Failure to submit certification to the District will result in the withholding of final acceptance and the final payment until such deficiency is corrected. The District reserves the right to request Contractor to submit such certification as may be deemed necessary and Contractor shall immediately comply with the District's request.

END OF SPECIFIC REQUIREMENTS
EXHIBITS

EXHIBIT A   BID FORM

To:   PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY
      327 NORTH WENATCHEE AVENUE
      WENATCHEE, WASHINGTON  98801

Having carefully examined the Contract Documents, including Specifications and Contract Drawings entitled Bid # 20-10, 115 kV and 23 kV Group Operated Substation Disconnect Switches, as well as the premises and conditions affecting the Work, the undersigned hereby proposes to furnish and deliver the specified materials/equipment in strict accordance with the Contract Documents for the prices indicated below.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>115kV, 1600 amp disconnect switch for structure DE1</td>
<td>Ea</td>
<td>2</td>
<td>x $_______</td>
<td>= $________</td>
</tr>
<tr>
<td>B</td>
<td>115kV, 1600 amp disconnect switch for structure SS1</td>
<td>Ea</td>
<td>1</td>
<td>x $_______</td>
<td>= $________</td>
</tr>
<tr>
<td>C</td>
<td>115kV, 1200 amp disconnect switch for structure SS1</td>
<td>Ea</td>
<td>1</td>
<td>x $_______</td>
<td>= $________</td>
</tr>
<tr>
<td>D</td>
<td>115kV, 1200 amp disconnect switch for structure SS2</td>
<td>Ea</td>
<td>1</td>
<td>x $_______</td>
<td>= $________</td>
</tr>
<tr>
<td>E</td>
<td>23kV, 2000 amp disconnect switch for structure SS3</td>
<td>Ea</td>
<td>2</td>
<td>x $_______</td>
<td>= $________</td>
</tr>
</tbody>
</table>

**TOTAL BID PRICE (not to include WSST)**  $________

We agree that the prices as quoted in the Bid Form are all-inclusive and include all material, supplies, equipment, special tools, costs, permits, all taxes (exclusive of Washington State sales tax), shipping and delivery, overhead, profit, and all miscellaneous items to fulfill the Contract as specified.

We agree to enter into a written Contract with the District in the form included in the Contract Documents within ten (10) days of our receipt of the written Notice of Award.

The Contractor shall deliver all materials/equipment as specified in Specific Requirements, SR-2, Delivery/Contract Time of the Contract Documents.

Receipt of Addenda Numbers _____, _____, _____, _____, is hereby acknowledged.
Included herein are the originals of the following:

- Executed Bid Form (Exhibit A),
- Bid Bond, certified or cashier’s check (Exhibit C). If submitting a certified or cashier’s check, identify check number ______________ and amount ______________, and
- Bidder’s Data (ITB-9), must be submitted with the Bid.

The District reserves the right to award the Contract or any part thereof in any combination which is determined to be most favorable to the District based on price, schedule and other considerations.

We agree that this Bid Proposal as submitted will remain in force for 45 days after the official opening of bids.

<table>
<thead>
<tr>
<th>Bidder (full legal name):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Address:</td>
</tr>
<tr>
<td>Mailing Address:</td>
</tr>
<tr>
<td>City, State, and Zip Code:</td>
</tr>
<tr>
<td>Phone:</td>
</tr>
<tr>
<td>Email:</td>
</tr>
</tbody>
</table>

The Bidder must state status of Company as: (Check correct box and fill in as appropriate.)

- Individual, d/b/a ____________________________, or
- General Partnership, names of partners ____________________________, or
- Limited Partnership, names of partners ____________________________, or
- Limited Liability Partnership, names of partners ____________________________, or
- Limited Liability Limited Partnership, names of partners ____________________________, or
- Corporation of the State of ____________________________, or
- Limited Liability Company of the State of ____________________________, or
- Joint Venture.
Signature: _____________________________________________
Name (Print): ___________________________________________
Title: _________________________________________________
Date: _________________________________________________
Location or Place Executed
(City and State): _________________________________________
EXHIBIT B  NOT USED
EXHIBIT C  BID BOND

KNOW ALL MEN BY THESE PRESENTS: that ____________________________as Principal(s) (hereinafter called the Principal) and___________________________, as a Surety licensed to do business in the State of Washington (hereinafter called the Surety), are held and firmly bound unto Public Utility District No. 1 of Chelan County, Washington, (hereinafter called the Obligee) in the amount of five percent (5%) of the Total Bid Price submitted as part of this bid, for the payment of which, well and truly to be made, we bind ourselves, our heirs, administrators, executors, successors and assigns, jointly and severally, firmly by these presents.

EXECUTED this _______ day of ________________, 20____.

WHEREAS, said Principal is submitting herewith a Bid Proposal for:

Bid # 20-10
115 kV and 23 kV Group Operated Substation Disconnect Switches

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH that if said Principal shall be awarded the Contract which said Principal has proposed to undertake, and shall enter into a Contract pursuant to such award and give bond for the faithful performance of the Contract, and payment in full to Subcontractors and laborers, materialmen and suppliers, then this obligation shall be null and void. Otherwise, the amount hereinabove specified in this Bond shall be paid to the Obligee as liquidated damages, all in accordance with Revised Code of Washington, Section 54.04.080.

(SURETY)                                           (PRINCIPAL)
By ____________________________                      By ____________________________
Printed Name ____________________________               Printed Name ____________________________
Title ____________________________                   Title ____________________________
Street Address ____________________________           Street Address ____________________________
Mailing Address ____________________________         Mailing Address ____________________________
City/State/Zip ____________________________          City/State/Zip ____________________________
<table>
<thead>
<tr>
<th>EXHIBIT</th>
<th>STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>D</td>
<td>NOT USED</td>
</tr>
<tr>
<td>E</td>
<td>NOT USED</td>
</tr>
<tr>
<td>F</td>
<td>NOT USED</td>
</tr>
<tr>
<td>G</td>
<td>NOT USED</td>
</tr>
<tr>
<td>H</td>
<td>NOT USED</td>
</tr>
<tr>
<td>I</td>
<td>NOT USED</td>
</tr>
</tbody>
</table>
EXHIBIT J    NOTICE OF AWARD

[Date of Creation]                                      SENT VIA EMAIL

[Counterparty Name]
[Counterparty Address]
[Counterparty City, State Zip]

Re: Notice of Award
    [Bid #], [Bid Name]

The District has considered the Bid Proposal submitted by you for the above described Project in response to its Advertisement for Bid No. [Bid #] dated_______. Your proposal is the lowest responsive proposal received by the District. You are hereby notified that the District accepts your proposal and that you are awarded the work described in Bid No. [Bid #] for the amount of $____-.____ contingent upon the execution of a contract by both parties.

Please acknowledge receipt and acceptance of this Notice of Award by signing below and returning it by fax to my attention at 509-661-8113. Please also return the original signed fax copy by mail to my attention.

The District will mail a Contract Documents Packet to you for your completion.

- As provided in the Contract Documents, you are required to execute the Contract, and return it within ten (10) days from the date of delivery of this Notice of Award. Failure to do so will entitle the District to consider all your rights arising out of the District’s acceptance of your Bid Proposal as abandoned and award the Work covered by your Bid Proposal to another, or to re-advertise the Work or otherwise dispose thereof as the District may see fit.
- The Procurement and Contract Services Department is authorized to issue the Purchase Order following receipt and approval of all required documents.

If you have questions, please do not hesitate to contact me at 509-661-____[CS Phone Extension] or via email at [CS Email]@chelanpud.org.

Respectfully,

Procurement and Contract Services

The individual executing this Notice of Award warrants he is fully authorized to bind his principal to the terms and conditions of this document.

[Counterparty Name]
Signature ___________________________________________  Date ______________________
EXHIBIT K NOT USED

EXHIBIT L NOT USED

EXHIBIT M NOT USED

EXHIBIT N NOT USED
EXHIBIT O CONTRACT

THIS CONTRACT, made by and between PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, WASHINGTON, (hereinafter "District") and [Counterparty Name] doing business as [Counterparty Type] in the State of [Counterparty State of Incorporation], (hereinafter "Contractor"), sometimes collectively referred to as the “Parties”.

RECITALS

1. The District issued an Invitation for Bid No. [Bid #] dated [Ad Publish Date], and amended on __________________;

2. Contractor submitted a Bid Proposal in response to the Invitation for Bid, dated ____________;

3. The District and the Contractor have agreed that the terms and conditions of this Contract shall govern Contractor’s furnishing to the District the [Bid Title].

AGREEMENT

In consideration of the mutual covenants and agreements of the Parties herein contained and to be performed, the parties agree as follows:

1. The parties agree to incorporate the requirements of 41 C.F.R. §§ 60-1.4(a) 29 C.F.R. Part 471, Appendix A to Subpart A, 41 C.F.R. § 60-300.5(a)ii and 41 C.F.R. §60-741.5(a), if applicable.

   This Contractor and Subcontractor shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

2. The Contractor shall commence and complete the Work described as follows:
   Bid No. [Bid #]
   [Bid Title]

   hereinafter referred to as the Project, for the Contract Price of ______________ Dollars ($[awarded amount]) together with all additional or changed Work in connection therewith, under the terms as stated in the Contract Documents which are incorporated herein as though fully set forth as terms of this Contract; and at Contractor’s cost and expense to furnish but not limited to all the materials, supplies, machinery, equipment, tools, Superintendence, labor, insurance, and other accessories and services necessary to complete said Project in accordance with the Contract Documents.
The Contractor shall strictly comply with the Contract Time specified in Specific Requirements, SR-2.

3. The Contractor warrants to the District that it has the expertise and experience necessary to properly perform the Work in a timely manner and that its Proposal includes all of the functions and features necessary to properly perform and timely perform the Work pursuant to the Contract Documents.

4. The District agrees to pay the Contractor the Contract Price in accordance with the Contract Documents and otherwise perform the covenants and conditions required of the District set forth herein.

5. By executing this Contract the Contractor represents that the waiver of the Contractor's immunity under industrial insurance, Title 51 RCW, as set forth in the Contract Documents was mutually negotiated by the parties.

6. Contractor shall fully comply with all applicable federal, state and local laws, regulations and codes. The law of the State of Washington shall govern this Contract and all questions relating to it. The venue for any legal action involving the District related to this Contract shall be exclusively in the Chelan County Superior Court.

7. Unless the Contract is exempted by rules and regulations of the U.S. Secretary of Labor pursuant to Section 201 of Executive Order No. 11246, as amended, incorporated herein by reference are the provisions of Paragraphs 1 through 7 set forth in Section 202 of Executive Order No. 11246 as amended.

8. FURTHER TERMS, CONDITIONS AND COVENANTS of the Contract are set forth in the Contract Documents incorporated herein and by this reference made a part hereof, consisting of:

   Instructions to Bidders          Specifications
   General Conditions              Contract Drawings
   Specific Requirements           Addenda
   Contract                         Bid Proposal
   Bidder's Data                   Notice of Award
   Purchase Order                  Advertisement for Bids
   Field Work Order/Change Orders

Each of the individuals executing this Contract on behalf of the District and the Contractor warrant he/she is an authorized signatory of the entity for which he/she is signing, and have sufficient corporate authority to execute this Contract. The parties hereto have executed this Contract with an Effective Date of __________________, 20_____.

EXHIBIT P     FIELD WORK ORDER/CHANGE ORDER

PROJECT NAME: [Contract Title]
FIELD WORK ORDER/CHANGE ORDER NO.: [FWO/CO #]
CONTRACT NUMBER: [Contract #]

TO: [Counterparty Name]
SUBJECT: Insert brief description of change
EFFECTIVE DATE: Insert Date

District and Contractor mutually agree to the following changes to Contract No. [Contract #]. Contractor is Directed to comply with the following changes to Contract No. [Contract #].

DESCRIPTION OF WORK

Enter detailed description of change

CONTRACT PRICE ADJUSTMENT

The total Contract Price of [Current Contract Price], exclusive of Washington State sales tax, shall be [increase/decrease] by $[FWO/CO $], for a revised Contract Price of $[New Contract Price].

TIME OF COMPLETION

The time for completion of the Work shall be increased by insert # of calendar days/shall be decreased by insert # of calendar days for a revised Contract Completion date of ____________.

EFFECTIVE DATE

The Effective Date of this FWO/CO [FWO/CO #] is the last date of signature by the District.

LEGAL EFFECT

The Contract is hereby modified to include the changes specified herein and this Field Work Order/Change Order is hereby made as a part of the Contract. The Work shall be performed and completed in strict compliance with the Contract Documents. The payments, as specified herein, shall constitute full compensation for furnishing all labor, materials, tools, equipment and incidentals as required to complete the Work.
The Contract Price adjustment and time extension (if required) in accordance to this Field Work Order/Change Order and pursuant to the Contract, as modified, shall also be in full payment and satisfaction of any rights or claims of the Contractor with respect to additional compensation, schedule adjustments due to specific or overall impacts including acceleration, inefficiencies, and schedule recovery, harm, damages, losses, costs, overhead, profit or expenses of the Contractor (including but not limited to the subcontractors, suppliers, laborers and materialmen of any tier) arising out of or due to any change or delay of the Work resulting directly or indirectly from this Field Work Order/Change Order.

This Field Work Order/Change Order will supplement and amend the Contract only insofar as specifically provided herein. All provisions of the Contract will apply hereto and, except as expressly provided herein, all other terms and conditions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the District and the Contractor hereby mutually agree to comply with the changes to the Contract as of the Effective Date. Each undersigned warrants that he/she has the authority to execute this document and to bind his/her principal in accordance with the Contract Documents.

IN WITNESS WHEREOF, the District hereby directs the Contractor to comply with the changes to the Contract as of the Effective Date. If executed by Contractor, the Contractor acknowledges, approves and accepts the terms and conditions of this Contract change as of the Effective Date. The undersigned warrants that he/she has the authority to execute this document and to bind his/her principal in accordance with the Contract Documents.

Field Work Order/Change Order Acknowledged, Approved and Accepted:

[COUNTER PARTY NAME]                                             PUBLIC UTILITY DISTRICT NO. 1 OF
By:                                                                CHELAN COUNTY
Contractor’s Superintendent or other Authorized Signator            By: Initiator
Date:                                                               Date:

** A mutually signed agreement is encouraged, however, the Contractor’s signature is not required for directive.

By: Project Manager
Date:

By: Department Director*
Date:

BP: M Revised 1/12/18 ako
SAMPLE FORM

*If necessary, pursuant to Resolution 17-14215*
EXHIBIT Q  NOT USED

EXHIBIT R  NOT USED

EXHIBIT S  SPECIFICATIONS
To be provided in a separate document

EXHIBIT T  CONTRACT DRAWINGS
To be provided in a separate document

EXHIBIT U  NOT USED

EXHIBIT V  NOT USED

EXHIBIT W  NOT USED
EXHIBIT X  EQUAL OPPORTUNITY CERTIFICATE OF COMPLIANCE

From:  [Counterparty Name] (Contractor)

To:  PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY ("District")

Reference Bid No. [Bid #]

Contractor certifies and warrants that:

1. During the performance of all Work related to the above referenced Project, Contractor and all Subcontractors, persons, firms, corporations or other entities furnishing labor, employee benefits, materials, equipment and/or services in connection with the Project, at the request of and for or on behalf of Contractor:

   a. Did not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin.

   b. Took affirmative action to ensure that applicants were employed, and that employees were treated during employment, without regard to their race, color, religion, sex, or national origin, including, but not limited to, employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

   c. Posted in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of the nondiscrimination clause contained in Specific Requirements, Equal Opportunity Clause, or as provided for by 41 CFR 60-1.4.

   d. In all solicitations or advertisements for employees stated that all qualified applicants would receive consideration for employment without regard to race, color, religion, sex, or national origin.

   e. Sent each labor union or representative of workers with which he/she/it has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers’ representative of the Contractor’s commitments under section 202 of Executive Order 11246 of September 24, 1965, and posted copies of said notice in conspicuous places available to employees and applicants for employment.

   f. Complied with all provisions of Executive Order 11246 of September 24, 1965.

   g. Included the provisions of the nondiscrimination clause contained in Specific Requirements, Equal Opportunity Clause, or as provided for by 41 CFR 60-1.4 in every subcontract or purchase order unless exempted by the rules, regulations, or orders of the
Secretary of Labor pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions are binding upon each Subcontractor or vendor.

2. Contractor and all Subcontractors, persons, firms, corporations or other entities furnishing labor, employee benefits, materials, equipment and/or services in connection with the Project will comply with all document retention and inspection requirements set out in Specific Requirements, Equal Opportunity Clause, and those required by 41 CFR 60-1.4.

3. Contractor agrees to indemnify, defend and hold the District harmless from any and all claims, damages, fines or causes of action which result from the Contractor’s, or any Subcontractor, person, firm, corporation or other entity, furnishing labor, employee benefits, materials, equipment and/or services in connection with the Project, at the request of and/or on behalf of Contractor, failure to comply with the provisions of the nondiscrimination clause contained in Specific Requirements, Equal Opportunity Clause, or as provided for by 41 CFR 60-1.4, and/or any breach of this certification or any of the warranties provided herein.

4. This certification is made by the undersigned with a full understanding of the facts set forth herein, and for the purpose of inducing the District to accept the Project and make payment thereupon.

5. The person signing this document, regardless of whether he/she is signing in a representative capacity, specifically represents that he/she has reviewed the relevant records of the Contractor and has personal knowledge that the contents of this Certificate are complete, accurate and true. The undersigned also represents that he/she has been duly authorized to sign this Certificate and to make the representations set forth above on behalf of the Contractor and any entity claiming through the Contractor.

IN WITNESS WHEREOF, the undersigned has executed this instrument on behalf of the Contractor this ___ day of __________________, 20__, and certifies and declares under penalty of perjury under the laws of the State of Washington that the above is complete, accurate and true, and that he or she is fully authorized to act on behalf of the Contractor in this regard.

Contractor Name: [Counterparty Name]

Signature: ____________________________

Name (Print): __________________________

Title: ________________________________

Date: ________________________________