

GREENWICH PUBLIC SCHOOLS  
Purchasing Department  
290 Greenwich Avenue  
Greenwich, Connecticut 06830  
(203) 625-7411 Email: eugene\_watts@greenwich.k12.ct.us

EUGENE H. WATTS  
Senior Buyer

January 5, 2021

Dear Sir/Madam:

You are invited to submit a Proposal for the Greenwich High School Cardinal Stadium Special Inspections RFP for Greenwich Public Schools. The attached RFP specifications detail the service requirements.

Proposers are urged to read all documents carefully and fill out all information requested. Proposals which are incomplete, obscure, or conditional, and which contain irregularities of any kind, will be subject to rejection for failure to comply strictly with these conditions.

Proposals must be submitted on the schedule form attached hereto. All unit prices must be filled in. Each proposal must be submitted with (1) original copy/set, and eight (8) copies/sets of the proposals. Proposers must submit bids in a clear, concise and legible manner so as to permit proper evaluation of responsive proposal. Faxed or emailed proposals will not be accepted however, hand delivered, mailed or overnight proposals will be accepted Monday through Friday between the hours of 8:30am -12:00pm and 1:00pm - 3:00pm in the Central Receiving Department located in the Arch Street parking lot, or by mail. The original Proposal and copies must be in a sealed envelope plainly marked:

**Greenwich High School Cardinal Stadium Special Inspections**  
**Opening Date: January 20, 2021**  
**Opening Time: 11:00 a.m.**  
**RFP Number: 2315-21**

Sealed proposals for supplying the above will be received by the Purchasing Department at the above address until 11:00 a.m. at which time they will be opened and read.

All responses are subject to change based on the status of the COVID 19 pandemic and Federal Ordinances.

In accordance with the Governor's current public meeting requirements and in order to limit the spread of COVID-19, the meeting for the RFP opening will be held remotely by

telephone in real time. The details to join the RFP #2315-21 meeting remotely are as follows:

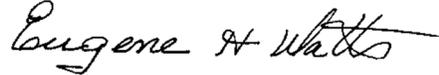
**Dial-In by phone:**

**(US)+1 614-505-9147**

**PIN: 203 036 450#**

The meeting will be recorded and the recording will be made available on the school district's website within seven days.

Very truly yours,

A handwritten signature in cursive script that reads "Eugene H. Watts". The signature is written in black ink and is positioned above a horizontal line.

---

Eugene H. Watts

## REQUEST FOR PROPOSAL

### SPECIAL INSPECTION SERVICES

#### 1. Project Information

Greenwich Public Schools requests unit cost pricing to perform Special Inspection Services for the Greenwich High School Cardinal Stadium Phase 1 renovation project:

- Exterior Bleacher with Press Box
- Team Building located underneath bleacher
- Kiosk
- Associated site improvements

For reference, here is a link to download the drawings and specifications for this project  
<https://www.dropbox.com/sh/o30cicd4k8mw2o2/AADbQ2cNagS2MaaqMpEI9iGGa?dl=0>

The anticipated construction schedule is January 2021 through June 2021.

Owner: **Greenwich Public Schools**  
290 Greenwich Ave  
Greenwich, CT 06830  
Attn: Eugene Watts  
203.625.7411  
Eugene\_Watts@greenwich.k12.ct.us

Architect: **KG+D Architects**  
285 Main Street  
Mount Kisco, New York  
Attn: Brian Mangan, AIA  
914.666.5900  
bmangan@kgdarchitects.com

Project Location: **Greenwich High School**  
10 Hillside Road  
Greenwich, CT 06830

## **REQUEST FOR PROPOSAL**

### **SPECIAL INSPECTION SERVICES**

#### **2. Special Inspection Agency Requirements**

The Special Inspection Agency must be approved and meet all applicable requirements of the Connecticut State Department of Department of Administrative Services Office of the State Building Inspector. All equipment used must be adequate to perform required tests and all employed personnel must be experienced and educated in conducting, supervising and evaluating tests and/or inspections. Proof of qualifications must be submitted to the Owner prior to award.

All inspections must be documented and reports indicating that all work was done in conformance to approved construction documents must be furnished to the Owner and Design Professional. Any discrepancies must be documented appropriately and reported, as well as corrections of such.

Wages and supplements to be paid and/or provided to laborers and workers on a public work project shall not be less than those listed in the current Prevailing Wage Rate schedule from Connecticut State Department of Labor.

#### **3. Required Inspections**

See attached Statement of Special Inspections

#### **4. Meetings**

Include provisions/costs to attend coordination meetings with the Architect, Structural Engineer, Connecticut State Code Official, and Contractors.

#### **5. Insurance Requirements**

Notwithstanding any terms, conditions or provisions, in any other writing between the parties, the firm/permittee hereby agrees to effectuate the naming of the Greenwich Public School District, the Greenwich Public School District Board of Education, and the Town of Greenwich, as unrestricted additional insured on the contractor's/permittee's insurance policies, with the exception of workers' compensation.

The policy naming the district and town as an additional insured shall: - be an insurance policy from an A.M. Best rated "A" or better, Connecticut State admitted insurer; - provide for 90 days notice of cancellation; - state that the organization's coverage shall be primary coverage for the district, its Board, the Town, and associated employees and volunteers.

The contractor/permittee agrees to indemnify the district for any applicable deductibles.

The Contractor shall indemnify and save harmless the Town and its officers, agents, servants and employees, from and against any and all claims, demands, suits, proceedings, liabilities, judgments, awards, losses, damages, costs and expenses, including attorneys' fees, on account of bodily injury, sickness, disease, death or other damages sustained by any person or persons injury or damage to or destruction of any property, directly or indirectly arising out of, relating to, or in connection with the work

## REQUEST FOR PROPOSAL

### **SPECIAL INSPECTION SERVICES**

called for in the Contract, due to negligence, fault, or contractual default of the Contractor, its officers, agents, servants or employees, any of its subcontractors. However, the Contractor shall not be required to indemnify the Town, its officers, agents, servants, or employees, against any such damages occasioned by acts or omissions of the Town, its officers, agents, servants or employees, in connection with the work called for in the Contract.

Required Insurance:

#### **See attached Insurance Checklist for Insurance requirements**

Contractor/permittee acknowledges that failure to obtain such insurance on behalf of the District and Town constitutes a material breach of contract and subjects it to liability for damages, indemnification and all other legal remedies available to the district. The contractor/permittee is to provide the district with a certificate of insurance, evidencing the above requirements have been met, prior to the commencement of work or use of facilities.

#### **6. Questions**

Questions concerning the RFP and the procedures for responding should be directed to the Owner, Eugene Watts, via email at [bid\\_department@greenwich.k12.ct.us](mailto:bid_department@greenwich.k12.ct.us) and copy the Architect, Brian Mangan, via email at [bmangan@kqdarchitects.com](mailto:bmangan@kqdarchitects.com) The "Subject" line must have **RFP No. 2315-21 Cardinal Stadium Phase 1 Special Inspections.**

#### **7. Submission of Proposals**

**Respondents shall utilize the attached proposal form.** In addition, provide any rate sheets that may provide additional useful information.

Proposal (hardcopies and digital USB) shall be received no later than **11am on January 20, 2020.**

Bidders must submit Bids in a clear, concise and legible manner so as to permit proper evaluation of responsive Bids. Faxed or emailed Bids will not be accepted, however **hand-delivered Bids will be accepted Monday through Friday between the hours of 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 3:00 p.m., in the Central Receiving Department located in the Arch Street parking lot, or by mail, until the deadline.**

Original hard copies of the Bid and 1 digital copy (USB Stick) must be in a sealed envelope plainly marked:

#### **Greenwich HS Cardinal Stadium Phase 1 – Special Inspections**

**Opening Date: 1/20/21**  
**Opening Time: 11 a.m.**  
**RFP Number: 2315-21**

## **REQUEST FOR PROPOSAL**

### **SPECIAL INSPECTION SERVICES**

Sealed Bids for supplying the above will be received by the Purchasing Department on or before 11:00 a.m. at which time they will be opened and shared publicly. In accordance with the Governor's current public meeting requirements and in order to limit the spread of COVID-19, the meeting for the bid opening will be held remotely by telephone in real time. The details to join the meeting remotely are as follows:

(US)+1 614-505-9147  
PIN: 203 036 450#

#### **8. Right to Reject Proposals**

This RFP does not commit the Owner to award a contract, pay any cost incurred in the preparation of a proposal in response to this RFP, or to procure or contract for services. The Owner intends to award a contract on the basis of the best interest and advantage to the Owner, and reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified proposers, or to cancel this RFP in part or in its entirety, if it is in the best interest of the Owner to do so. The Owner may select as the successful proposer that proposal which, in the Owner's sole discretion and with whatever modifications the Owner and the proposer may mutually agree upon, best meets the Owner's requirements whether or not that proposal is the lowest priced. No proposer shall have any legal, equitable, or contractual rights of any kind arising out of its submission of a proposal except as and to the extent that the Owner, in its sole discretion, shall enter into a contract with the proposer that it selects as the successful vendor.

#### **9. Attachments**

- a. Proposal Form – Special Inspection Services Rates – Complete and return with Proposal
- b. Greenwich Public Schools – Indemnification & Hold Harmless Clause – Sign and return with Proposal
- c. Greenwich Public Schools – Affirmative Action Compliance Affidavit – Sign and return with Proposal
- d. Greenwich Public Schools – Non-Collusion Affidavit – Sign and return with Proposal
- e. Greenwich Public Schools – Insurance Checklist – Sign and return with Proposal
- f. Greenwich Public Schools – Sample Contract – For Reference
- g. Statement of Special Inspections – For Reference













**INDEMNIFICATION AND HOLD HARMLESS CLAUSE**

Contractor Agrees to indemnify and save harmless the Owner, and any of their agents, assigns, employees or independent contractors, the Architect and persons in his employ, from any and all liability for damages for injury to the person or property of another and from all suits and actions and all costs and damages to which such parties may be subjected resulting from the Contractor's performance of this contract, whether such performance be by the Contractor, or by any Subcontractor or employee.

I certify that I have been duly authorized to execute this Agreement on behalf of:

\_\_\_\_\_

(Name of Business)

Dated: \_\_\_\_\_ Signed \_\_\_\_\_

\_\_\_\_\_

(Print Name)

\_\_\_\_\_

(Title)

STATE OF CONNECTICUT  
COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES  
CONTRACT COMPLIANCE REGULATIONS

NOTIFICATION TO BIDDERS

AFFIRMATIVE ACTION COMPLIANCE AFFDAVIT

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-7] (d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to "aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials." "Minority business enterprise" is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: "(1) Who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-911." "Minority" groups are defined in Section 32-9n of the Connecticut General Statutes as "(1) Black Americans... (2) Hispanic Americans... (3) persons who have origins in the Iberian Peninsula... (4) Women... (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians..." An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder's qualifications under the contract compliance requirements:

- (a) the bidder's success in implementing an affirmative action plan;
- (b) the bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder's promise to develop and implement a successful affirmative action plan; (d) the bidder's submission of employment statistics contained in the "Employment Information Form", indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (d) the bidder's promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

\*INSTRUCTIONS: Bidder must sign acknowledgement below and return along with bid proposal.

The undersigned acknowledges receiving and reading a copy of the "Notification to Bidders" form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

On behalf of: \_\_\_\_\_  
\_\_\_\_\_

**NON-COLLUSION AFFIDAVIT**

**GREENWICH PUBLIC SCHOOLS  
290 GREENWICH AVE  
GREENWICH, CONNECTICUT**

State of \_\_\_\_\_:

Ss:

County of \_\_\_\_\_:

I state that I am the \_\_\_\_\_ of \_\_\_\_\_  
(TITLE) (NAME OF MY FIRM)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this Bid.

I state that:

- (1) The price(s) and amount of this Bid have been arrived at independently and without consultation communication or agreement with any other contractor, Bidder/proposer or potential Bidder/proposer.
- (2) Neither the price(s) nor the amount of this Bid/proposal, and neither the approximate price(s) nor approximate amount of this Bid/proposal, have been disclosed to any other firm or person who is a Bidder/proposer or potential Bidder/proposer, and they will not be disclosed before Bid/proposal opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from Bidding/proposing on this contract, or to submit a Bid/proposal higher than this Bid/proposal, or to submit any intentionally high or noncompetitive Bid/proposal or other form of complementary Bid/proposal.
- (4) I fully understand that more than one offer from an individual, firm partnership; corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a Bidder/proposer is interested in more than one Bid/proposal for the work contemplated may cause rejection of all Bid/proposal in which the Bidder/proposer is interested. Any or all Bidders/proposers will be rejected if there is any reason for believing that collusion exists among the Bidders/proposers. Participants in such collusion may not be considered in the future offers for the same work. Each Bidder/proposer by submitting a Bid/proposal certifies that it is not a part to any collusive action.
- (5) The Bid/proposal of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive Bid/proposal.
- (6) \_\_\_\_\_ its affiliates, subsidiaries,  
(NAME OF MY FIRM)  
officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to Bidding/proposing on any public contract, except as follows:

I state that \_\_\_\_\_ understands and acknowledges  
(NAME OF MY FIRM)

that the above representations are material and important, and will be relied on by Greenwich Public Schools in awarding the Bid/proposal for which this is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as

fraudulent concealment from Greenwich Public Schools of the true facts relating to the submission of Bids/proposals for this contract.

- (7) I agree to provide all services the date and time agreed on by

\_\_\_\_\_  
(NAME OF MY FIRM)

and the Greenwich Board of Education. Furthermore, there will not be any cancellations to the Board of Education. If a Bidder/proposer submits a Bid/proposal on any item he/she will be responsible for delivering that item at the Bid/proposal cost, in accordance with the attached above specifications, which were submitted with this Bid/proposal and upon which the Bid/proposal was made.

- (8) In submitting this Bid/proposal, the undersigned declares that this is made without any connection with any persons making another Bid/proposal on the same contract; that the Bid/proposal is in all respects fair and without collusion, fraud or mental reservation; and that no official of the Town, or any person in the employ of the Town, is directly or indirectly interested in said Bid/proposal or in the supplies or work to which it relates, or in any portion of the profits thereof.
- (9) In submitting this Bid, the undersigned further declares that it has not, and will not, induce or attempt to induce any Town of Greenwich employee or officer to violate the Greenwich Code of Ethics in connection with its offer to provide goods or services under or otherwise in the performance of such contract.
- (10) The undersigned further understands that the above declarations are material representations to the Town of Greenwich made as a condition to the acceptance of the Bid/proposal. If found to be false, the Town of Greenwich retains the right to reject said Bid/proposal and rescind any resultant contract and/or purchase order and notify the undersigned accordingly, thereby declaring as void said Bid/proposal and contract or purchase order.
- (11) The Greenwich Code of Ethics can be found at [www.greenwichct.org](http://www.greenwichct.org) Code of Ethics stated as follows:

(12) **DEFINITION.**

- (1) Indirect interest, without limiting its generality, shall mean and include the interest of any subcontractor in any prime contract with the Town and the interest of any person or his immediate family in any corporation, firm or partnership which as a direct or indirect interest in any transaction with the Town.
- (2) Substantial financial interest shall mean any financial interest, direct or indirect, which is more than nominal and which is not common to the interest of other citizens of the Town.
- (3) Town Officer shall mean and include any official, commission, committee, legislative body or other agency of the Town.
- (4) Transaction shall mean and include the offer, sale or furnishing of any real or personal property, material, supplies otherwise, for the use and benefit of the Town for a valuable consideration, excepting the services of any person as a Town Officer.

**(3) GIFTS AND FAVORS.** No Town Officer or his immediate family shall accept any valuable gift, things, favor, loan or promise which might tend to influence the performance or nonperformance of his official duties.

**(4) IMPROPER INFLUENCE.** No Town Officer having a substantial financial interest in any transaction with the Town or in any action to be taken by the Town shall use his office to exert his influence or to vote on such transaction or action.

By signing this proposal, the proposer understands and agrees to the attached terms, conditions, and specifications, including Collusion among Proposers. Employment Discrimination by the Contractor Prohibited.

\_\_\_\_\_  
SIGNATURE

**SWORN AND SUBSCRIBED TO BEFORE ME, A NOTARY PUBLIC, IN AND FOR**

THE COUNTY OF \_\_\_\_\_ AND THE

STATE OF \_\_\_\_\_ THIS \_\_\_\_\_

DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC MY COMMISSION EXPIRES \_\_\_\_\_

**VENDOR INFORMATION.** (Please print the following)

\_\_\_\_\_  
VENDOR NAME

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
TELEPHONE FAX #

\_\_\_\_\_  
E-MAIL WEB SITE

\_\_\_\_\_  
PRINT NAME TITLE

**INSURANCE CHECKLIST**

**THIS PAGE MUST BE RETURNED WITH YOUR BID/PROPOSAL. FAILURE TO DO SO MAY RESULT IN YOUR BID/PROPOSAL BEING REJECTED.**

Please take the insurance requirements of the Contract to your agent/broker immediately upon receipt of the bid documents to determine your existing coverage and any costs for new or additional coverage required for the work noted in this Request for Bid/Proposal. Any bids/Bidders with deficient insurance requirements will be rejected. The firm who is awarded the Bid/Proposal must return the contract, agent/broker and insurance form within two (2) weeks from the date on the award letter.

**PLEASE CHECK THE APPROPRIATE BOX**

	<b><u>YES</u></b>	<b><u>NO</u></b>
1. General Aggregate \$1,000,000.00	<input type="checkbox"/>	<input type="checkbox"/>
2. General Liability \$2,000,000.00	<input type="checkbox"/>	<input type="checkbox"/>
3. Town of Greenwich & Greenwich Public School must be Named as Additional Insured	<input type="checkbox"/>	<input type="checkbox"/>
4. Automobile Liability \$1,000,000.00	<input type="checkbox"/>	<input type="checkbox"/>
5. Excess Liability \$5,000,000.00	<input type="checkbox"/>	<input type="checkbox"/>
6. Professional Liability \$1,000,000.00	<input type="checkbox"/>	<input type="checkbox"/>
7. Worker's Compensation and Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>
8. Ability to Return Contract and Insurance Documents Within Two (2) Weeks	<input type="checkbox"/>	<input type="checkbox"/>
9. Able to Provide the Town with Thirty (30) Days Prior Written Notice of Cancellation	<input type="checkbox"/>	<input type="checkbox"/>

**STATEMENT OF VENDOR:**

I have read the insurance requirements for this work and have taken the documentation to my insurance agent/broker. The bid/proposal cost reflects any additional costs relating to insurance requirements for this work.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**THE FOLLOWING PAGES ARE A SAMPLE COPY OF THE TOWN OF GREENWICH CONTRACT FOR YOUR REVIEW. YOU MUST BE ABLE TO SIGN THIS CONTRACT AND MEET THE NECESSARY INSURANCE AS REQUIRED BY THE TOWN OF GREENWICH IN ORDER FOR YOUR PROPOSAL TO BE CONSIDERED.**

**State of Connecticut  
Town of Greenwich  
Contract**

Town Department: Greenwich Public Schools

Division: Facilities

Name and  
Address  
Of  
Contractor

**Contract No.** \_\_\_\_\_

Account Name:

Account Code:

Total Amount  
of Contract:

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_ 2020 between Town of Greenwich hereafter called the Town and \_\_\_\_\_ hereafter called the Contractor.

Witnessed as follows:

1. The contractor agrees to furnish materials and perform services as shown in specifications and contract documents hereto attached and made a part hereof, and consisting of numbered pages from 1 to \_\_\_\_\_.
2. The Town agrees to pay the price designated for such materials and services upon certification by the proper agent of the Town.
3. This contract shall not be valid until approved by the Town Council and countersigned by the Town Comptroller.

TOWN OF GREENWICH

By \_\_\_\_\_  
Its: Chief Operating Officer Sean O'Keefe

CONTRACTOR

By \_\_\_\_\_  
Its: \_\_\_\_\_

**CORPORATE ACKNOWLEDGEMENT**

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss: \_\_\_\_\_, 2020

Personally appeared \_\_\_\_\_ of \_\_\_\_\_  
Name and title of Officer (Corporation)

Signer and sealer of the foregoing instrument, who being duly authorized and appointed by the Board of Directors of said Corporation, acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said \_\_\_\_\_ before me  
(Corporation)

\_\_\_\_\_  
Notary Public (seal)

**INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGEMENT**

(delete words in parenthesis if not a partnership)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss: \_\_\_\_\_, 2020

Personally appeared \_\_\_\_\_, (one of the members of the partnership of) \_\_\_\_\_, signer and sealer of the foregoing instrument and acknowledged the same to be his free act and deed (and the free act and deed of said partnership), before me

\_\_\_\_\_  
Notary Public (seal)

Approved as to legal sufficiency

Date \_\_\_\_\_

\_\_\_\_\_  
Town Council

I hereby certify that the estimated amount of this contract does not exceed the unencumbered balances of amounts duly appropriated and against which this contract is chargeable as indicated hereon.

Date \_\_\_\_\_

Comptroller \_\_\_\_\_

## **AGREEMENT CONTRACT NO.**

THIS AGREEMENT, executed this \_\_\_\_\_ day of \_\_\_\_\_ in the year Two Thousand Nineteen (herein referred to as the "AGREEMENT"), by and between the Town of Greenwich, Connecticut, acting through \_\_\_\_\_ hereunto duly authorized, "OWNER" and \_\_\_\_\_, acting through \_\_\_\_\_ (insert name of individual and title) duly authorized, "CONTRACTOR".

WITNESSETH, that the parties to these presents, each in consideration of the under-taking, promises and agreements on the part of the other herein contained, have undertaken, promised and agreed to do hereby undertake, promise and agree, the Owner for itself, its successors and assigns, and the Contractor for himself and his heirs, executors, administrators, successors and assigns, as follows:

### **1. DEFINITIONS:**

Wherever the words hereinafter defined or pronouns used in their stead occur in the Contract Documents, they shall have the following meaning:

The word "Owner" shall mean the Town of Greenwich and shall include its authorized representative.

The word "Contractor" shall mean the person or organization identified as such in this Agreement and shall include his authorized representative.

The words "Contracting Officer or Agency" shall mean that official of the Town which awards the contract, executes the Agreement and is the Owner's authorized representative.

The Information for Bidders, the Contractor's Bid as accepted by the Owner, the Contract Conditions and Specifications and the General, Technical and Materials Specifications, the Drawings, and all addenda and amendments to any of the foregoing, collectively constitute the Contract Documents, and are sometimes herein referred to as the "Contract".

### **DESCRIPTION OF WORK:**

### **3. PAYMENT:**

The Contractor shall be paid on a monthly basis after presentation of vouchers, and subject to acceptance and approval by the Town of Greenwich.

Such payments will be made by the Town of Greenwich monthly for all services actually rendered, and the acceptance by the Contractor of any such monthly payment shall be a release to the Town of all claims and all liability to the Contractor in connection with the contract, arising during the period for which payment is made. No payment, however, shall operate to release the Contractor or its sureties or insurers from any obligation under the Contract to be entered into or the Performance Bond or any insurance policies issued in connection with said contract.

**4. PERFORMANCE MAINTENANCE AND PAYMENT BOND:**

The Contractor shall, simultaneously with the signing of the Contract, furnish the Town the executed Performance, Maintenance and Payment Bond of a surety company authorized to do business in the State of Connecticut, and acceptable to the Town, in the sum of the full amount of the Contract obligation in the form provided by the Town.

**THE ABOVE IS ONLY REQUIRED FOR CONTRACTS EXCEEDING \$100,000.00.**

**5. GUARANTEE:**

The Contractor guarantees that the Work and services to be performed, furnished, used or installed in the construction of the same, shall be free from defects and flaws, and shall be performed and furnished in strict accordance with the Drawings, if any, Specifications, and other Contract Documents, that the strength of all parts of all manufactured equipment shall be adequate and as specified and that the performance test requirements of the Contract shall be fulfilled. This guarantee shall be for a period of one year from and after the date of completion and acceptance of the Work as stated in the final estimate. The Contractor shall repair, correct or replace as required, promptly and without charge, all work, equipment and material, or parts thereof, which fail to meet the above guarantee or which in any way fail to comply with or fail to be in strict accordance with the terms and provisions and requirements of the Contract during such one-year period, and also shall repair, correct, or replace all damage to the Work resulting from such failure.

**6. DEFECTIVE WORK:**

The inspection of the Work shall not relieve the Contractor of any of his obligations to perform and complete the Work as required by the Contract. Defective work shall be corrected and unsuitable materials, equipment apparatus and other items shall be replaced by the Contractor, notwithstanding that such work, materials, equipment, apparatus and other items may have been previously overlooked or accepted or estimated for payment. If the work or any part thereof shall be found defective at any time before the final acceptance of the work, the Contractor shall forthwith make good such defect in a manner satisfactory to the Town; if any material, equipment, apparatus or other items brought upon the site for use or incorporation in the work, or selected for the same, is condemned by the Town as unsuitable or not in conformity with the Specifications or any of the other Contract Documents, the Contractor shall forthwith remove such materials, equipment, apparatus and other items from the site of the Work and shall

at his own cost and expense make good and replace the same and any material furnished by the Town which shall be damaged or rendered defective by the handling or improper installation by the Contractor, his agents, servants, employees or subcontractors.

**7. COMPLIANCE WITH LAWS:**

The Contractor shall keep himself fully informed of all existing and future federal, state and local laws, ordinances, rules and regulations affecting those engaged or employed on the work, the materials and equipment used in the work or the conduct of the work, and of all orders, decrees and other requirements of bodies or tribunals having any jurisdiction or authority over the same. If any discrepancy or inconsistency is discovered in the Drawings, if any, Specifications or other Contract Documents in relation to any such law, ordinance, rule, regulation, order, decree or other requirement, the Contractor shall forthwith report the same to the Town in writing. The Contractor shall at all times observe and comply with, and cause all his agents, servants, employees and subcontractors to observe and comply with all such existing and future laws, ordinances, rules, regulations, orders, decrees and other requirements, and he shall protect, indemnify and save harmless the Town, its officers, agents, servants and employees from and against any and all claims, demands, suits proceedings, liabilities, judgments, penalties, losses, damages costs and expenses, including attorneys' fees, arising from or based upon any violation or claimed violation of any such law, ordinance, rule, regulation, order, decree or other requirement, whether committed by the Contractor or any of his agents, servants, employees or subcontractors.

**8. INDEMNITY:**

The Contractor shall indemnify and save harmless the Town and its officers, agents, servants and employees, from and against any and all claims, demands, suits, proceedings, liabilities, judgments, awards, losses, damages, costs and expenses, including attorneys' fees, on account of bodily injury, sickness, disease or death sustained by any person or persons or injury or damage to or destruction of any property, directly or indirectly arising out of, relating to or in connection with the Work, whether or not due or claimed to be due in whole or in part to the active, passive or concurrent negligence or fault of the Contractor, his officers, agents, servants or employees, any of his subcontractors, the Town any of his respective officers, agents, servants or employees and/or any other person or persons, and whether or not such claims, demands, suits or proceedings are just, unjust, groundless, false or fraudulent; and the Contractor shall and does hereby assume and agrees to pay for the defense of all such claims, demands, suits and proceedings; and provided that the Contractor shall not be required to indemnify the Town, its officers, agents, servants or employees against any such damages occasioned solely by acts or omissions of the Town other than supervisory acts or omissions of the Town in connection with the Work.

**INDEMNITY AGAINST SUBCONTRACTORS' CLAIMS:**

If any other contractor or any subcontractor of any such other contractor shall suffer or claim to have suffered loss, damage or delay by reason of the acts or omissions of the Contractor or of any of his subcontractors, the Contractor agrees to assume the defense against any such claim and to reimburse such other contractor or subcontractor for such loss or damage. The Contractor agrees to

and does hereby indemnify and save harmless the Town from and against any and all claims by such other contractors or subcontractors, alleging such loss, damage or delay and from and against any and all claims, demands, suits, proceedings, liabilities, judgments, awards, losses, damages, costs and expenses including attorneys' fees, arising out of, relating to or resulting from such claims.

**9. PATENTS:**

The Contractor shall indemnify and save harmless the Town and all persons acting for or on behalf of the Town from all claims and liability of any nature or kind, and all damages, costs and expenses, including attorneys' fees, arising from or occasioned by an infringement or alleged infringement of any patents or patent rights on any invention, process, materials, equipment, article, or apparatus, or any part hereof, furnished and installed by the Contractor, or arising from or occasioned by the use or manufacture thereof, including their use by the Town.

**10. CHANGES:**

The Town, through its designated Agent, may make changes in the Work and in the Drawings, if any, and Specifications therefor by making alterations therein, additions, thereto or omissions therefrom. All work resulting from such changes shall be performed and furnished under and pursuant to the terms and conditions of the Contract. If such changes result in an increase or decrease in the Work to be done hereunder, or increase or decrease the quantities thereof, adjustment in compensation shall be made therefor. For eliminated or decreased work the Contractor shall allow the Town a reasonable credit as determined by the Parties. Except in an emergency endangering life or property, no change shall be made unless in pursuance of a written order from the Town authorizing the change, and no claim for additional compensation shall be valid unless the change is so ordered.

The Contractor agrees that he shall neither have nor assert any claim for or be entitled to any additional compensation for damages or for loss of anticipated profits on work that is eliminated.

**11. CLAIMS FOR DAMAGES:**

If the Contractor makes claim for any damages alleged to have been sustained by breach of contract or otherwise, he shall, within ten (10) days after occurrence of the alleged breach or within ten (10) days after such damages are alleged to have been sustained whichever date is the earlier, file with the Contracting Officer a written, itemized statement of the details of the alleged breach and the details and amount of the alleged damages. The Contractor agrees that unless such statement is made and filed as so required, his claim for damages shall be deemed waived, invalid and unenforceable, and that he shall not be entitled to any compensation for any such alleged damages. Within ten (10) days after the timely filing of such statement, the Contracting Officer shall file with the appropriate department of the Town, one copy of the statement, and shall file with the Town and the Contractor his determination thereon. The Contractor shall not be entitled to claim any additional compensation for damages by reason of any direction, instruction, determination or decision of the Town or its agents, nor shall any such claims be considered, unless the Contractor shall have complied in all respects with the provisions of this paragraph.

**12. ABANDONMENT OF THE WORK OR OTHER DEFAULT:**

If the Work shall be abandoned, or any part thereof shall be sublet without previous written consent of the Town, or the Contract or any moneys payable hereunder shall be assigned otherwise than as herein specified, or if at any time the Contracting Officer shall be of the opinion, and shall so certify in writing, that the conditions herein specified as to rate of progress are not being complied with, or that the Work or any part thereof is being unnecessarily or unreasonably delayed, or that the Contractor has violated or is in default under any of the provisions of the Contract, or if the Contractor becomes bankrupt or insolvent or goes or is put into liquidation or dissolution, either voluntarily or involuntarily, or petitions for an arrangement or reorganization under the Bankruptcy Act, or makes a general assignment for the benefit of creditors or otherwise acknowledges insolvency, the happening of any of which shall be and constitute a default under the Contract, the Town may notify the Contractor in writing, with a copy of such notice mailed to the surety, to discontinue all Work or any part thereof; thereupon the Contractor shall discontinue such Work or such part thereof as the Town may designate; and the Town may, upon giving such notice, by Contract or otherwise as it may determine, complete the Work or such part thereof and charge the entire cost and expense of so completing the work. The Town shall be entitled to reimbursement from the Contractor and the Contractor agrees to pay to the Town any losses, damages, costs and expenses, including attorneys' fees, sustained or incurred by the Town by reason of any of the foregoing causes. For the purpose of such completion the Town may for itself or for any Contractors employed by the Town take possession of and use or cause to be used any and all materials, equipment, plant, machinery, appliances, tools, supplies and such other items of every description that may be found or located at the site of the Work.

All costs, expenses, losses, damages, attorneys' fees, and any and all other charges incurred by the Town under this subsection shall be charged against the Contractor and deducted and/or paid by the Town out of any moneys due and payable or to become due or payable under the Contract to the Contractor; in computing the amounts chargeable to the Contractor, the Town shall not be held to a basis of the lowest prices for which the completion of the Work or any part thereof might have been accomplished, but all sums actually paid or obligated therefor to effect its prompt completion shall be charged to and against the account of the Contractor. In case the costs, expenses, losses, damages, attorneys' fees and other charges together with all payments theretofore made to or for the account of the Contractor are less than the sum which would have been payable under the Contract if the Work had been properly performed and completed by the Contractor, the Contractor shall be entitled to receive the difference, and, and in case such costs, expenses, losses, damages, attorneys' fees and other charges, together with all payments theretofore made to or for the account of the Contractor, shall exceed the said sum, the Contractor shall pay the amount of the excess to the Town.

### **13. LIENS:**

If at any time any notices of lien or other legal process are filed for labor performed or materials or equipment manufactured, furnished, or delivered to or for the Work, the Contractor shall, at its own cost and expense, promptly discharge, remove or otherwise dispose of the same, and until such discharge, removal or disposition, the Town shall have the right to retain from any moneys payable hereunder an amount which, in its sole judgment, it deems necessary to satisfy such liens and pay the costs and expenses, including attorneys' fees, of defending any actions brought to enforce the same, or incurred in connection therewith or by reason thereof.

**14. CLAIMS:**

If at any time there be any evidence of any claims for which the Contractor is or may be liable or responsible hereunder, the Contractor shall promptly settle or otherwise dispose of the same, and until such claims are settled or disposed of, the Town may retain from any moneys which would otherwise be payable hereunder so much thereof as, in its sole judgment, it may deem necessary to settle or otherwise dispose of such claims and to pay the costs and expenses, including attorneys' fees, of defending any actions brought to enforce such claims or incurred in connection therewith or by reason thereof.

**15. LIABILITY OF TOWN:**

No person, firm or corporation, other than the Contractor, who signed this Contract as such, shall have any interest herein or rights hereunder. No claim shall be made or be valid either against the Town or any agent of the Town and neither the Town nor any agent of the Town shall be liable for or be held to pay any money, except as herein provided. The acceptance by the Contractor of the payment as fixed in the final estimate shall operate as and shall be a full and complete release of the Town and of every agent of the Town of and from any and all claims, demands, damages and liabilities of, by or to the Contractor for anything done or furnished for or arising out of or relating to or by reason of the Work or for or on account of any act or neglect of the Town or of any agent of the Town or of any other person, arising out of, relating to or by reason of the Work, except the claim against the Town for the unpaid balance, if any there be, of the amounts retained as herein provided.

**16. PROVISIONS REQUIRED BY LAW DEEMED INSERTED:**

Each and every provision of law and clause required by law to be inserted in the Contract shall be deemed to be inserted herein, and the Contract shall be read and enforced as though they were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, the Contract shall forthwith be physically amended to make such insertion.

**17. PERMITS:**

The Contractor shall, at his own expense, take out and maintain all necessary permits from the State, Town, or other public authorities; shall give all notices required by law; and shall post all bonds and pay all fees and charges incident to the due and lawful prosecution of the Work.

**18. NOT TO SUBLET OR ASSIGN:**

The Contractor shall constantly give his personal attention to the faithful prosecution of the Work, shall keep the same under his personal control, shall not assign the Contract or sublet the Work or any part thereof without the previous written consent of the Town, and shall not assign any of the moneys payable under the Contract, or his claim thereto, unless by and with the like written consent of the Town and the surety on the Contract Bonds. Any assignment or subletting in violation hereof shall be void and unenforceable.

**19. EMPLOY COMPETENT PEOPLE:**

The Contractor shall employ only competent people on the Work and shall not employ people or means which may cause strikes, work stoppages and/or disturbances by workmen employed by the Contractor, any subcontractor, the Town, the Contracting Officer or any other contractor. Whenever the Contracting Officer notifies the Contractor in writing that in his opinion any person on the Work is incompetent, unfaithful, disorderly, or otherwise unsatisfactory or not employed in accordance with the provisions of the Contract, such person shall be discharged from the Work and shall not again be employed on it, except with the written consent of the Contracting Officer.

**20. EMPLOY SUFFICIENT LABOR AND EQUIPMENT:**

If in the sole judgment of the Contracting Officer the Contractor is not employing sufficient labor, plant, equipment or other means to complete the Work within the time specified, the Contracting Officer may, after giving written notice, require the Contractor to employ such additional labor, plant, equipment and other means as the Contracting Officer deems necessary to enable the Work to progress properly.

**21. INTOXICATING LIQUORS:**

The Contractor shall not sell and shall neither permit nor suffer the introduction or use of intoxicating liquors upon or about the Work.

**22. ACCESS TO WORK:**

The Town, the Contracting Officer, and their officers, agents, servants and employees may at any and all times and for any and all purposes, enter upon the Work and the site thereof and the premises used by the Contractor, and the Contractor shall at all times provide safe and proper facilities therefor.

**23. EXAMINATION OF WORK:**

The Contracting Officer shall be furnished by the Contractor with every reason able facility for examining and inspecting the Work and for ascertaining that the Work is being performed in accordance with the requirements and intent of the Contract, even to the extent of requiring the uncovering or taking down portions of finished work by the Contractor.

**24. EXTRA WORK:**

The Contractor shall perform any extra work (work in connection with the Contract but not provided for herein) when and as ordered in writing by the Contracting Officer, at the unit prices stipulated in the Contract for such work or, if none are so stipulated, either (a) at the price agreed upon before such work is commenced and named in the written order for such work, or (b) if the Contracting Officer so elects, for the reasonable cost of such work, as determined by the Contractor and approved by the Contracting Officer, plus a percentage of such cost, as may be agreed upon by

Contract and Contracting Officer.

**25. CHANGES NOT TO AFFECT BONDS:**

It is distinctly agreed and understood that any changes made in the work or the Drawings or Specifications therefor (whether such changes increase or decrease the amount thereof or the time required for its performance) or any changes in the manner or time of payments made by the Town to the Contractor, or any other modifications of the Contract, shall in no way annul, release, diminish or affect the liability of the surety on the Contract Bonds given by the Contractor, it being the intent hereof that notwithstanding such changes the liability of the surety on said bonds continue and remain in full force and effect.

**26. PRICES FOR WORK:**

The Town shall pay and the Contractor shall receive the prices stipulated in the Bid made a part hereof as full compensation for everything performed and furnished and for all risks and obligations undertaken by the Contractor under and as required by the Contract.

**27. MONEYS MAY BE RETAINED:**

The Town may at any time retain from any moneys which would otherwise be payable hereunder so much thereof as the Town may deem necessary to complete the Work hereunder and to reimburse it for all costs, expenses, losses, damage and damages chargeable to the Contractor hereunder.

**28. USE OR PARTIAL PAYMENT NOT ACCEPTANCE:**

It is agreed that this is an entire contract for one whole and complete Work or result and that neither the Town's entrance upon or use of the Work or any part thereof nor any partial payments by the Town shall constitute an acceptance of the Work or any part thereof before its entire completion and final acceptance.

**29. NON-CONNECTICUT CONTRACTORS:**

Pursuant to Connecticut General Statutes §12-430(7), as amended by Connecticut Public Act #11-61, Section 66, a nonresident contractor shall comply with the State of Connecticut's bonding requirements.

**30. PAYMENT TO SUBCONTRACTORS:**

As required by Section 49-41a of the Connecticut General Statutes, within thirty days after payment to the Contractor by the Town for work under this Contract, he shall pay any amounts due any subcontractor, whether for labor performed or materials furnished when such labor or materials has been included in a requisition submitted by such Contractor and paid by the Town.

**31. INSURANCE:**

Insurance coverage required as noted in "Exhibit A" attached.

**32. PREVAILING WAGE RATES; CONSTRUCTION SAFETY AND HEALTH COURSE:**

Except as noted below, the Contractor shall comply with the current provisions of Section 31-53 of the General Statutes of the State of Connecticut, a part of which is quoted as follows:

"The wages paid on an hourly basis to any person performing the work of any mechanic, laborer or worker on the work herein contracted to be done and the amount of payment or contribution paid or payable on behalf of each such person to any employee or welfare fund, as defined in subsection (h) of section 31-53 of the General Statutes, shall be at a rate equal to the rate customary or prevailing for the same work in the same trade or occupation in the town in which such public works project is being constructed. Any contractor who is not obligated by agreement to make payment or contribution on behalf of such persons to any such employee welfare fund shall pay to each mechanic, laborer or worker as part of such person's wages the amount of payment or contribution for such person's classification on each pay day."

All Contractors and subcontractors shall submit certified weekly payrolls, on forms furnished by the Town, for all contracts meeting the aforementioned monetary limits. The certified payrolls shall be submitted with the Contractor's monthly certificate for payment.

Section 31-55a of the General Statutes of the State of Connecticut provides that the prevailing wage rates applicable to any awarded contract or subcontract are subject to annual adjustments each July 1<sup>st</sup> for the duration of the project.

Each Contractor that is awarded a contract shall pay the annual adjusted prevailing wage rate that is in effect each July 1<sup>st</sup>, as posted by the Department of Labor. It is the Contractor's responsibility to obtain the annual adjusted prevailing wage rate increases directly from the Department of Labor's web site. The annual adjustments will be posted on the Department of Labor web page: [www.ctdol.state.ct.us](http://www.ctdol.state.ct.us). For those without Internet access, contact the division listed below.

The Contractor shall also furnish proof with the weekly certified payroll for the first week each employee begins work that any person performing the work of a mechanic, laborer or worker has completed a course of at least ten (10) hours in duration in construction safety and health approved by the federal Occupational Safety and Health Administration in accordance with Connecticut General Statutes Section 31-53b and regulations adopted by the State of Connecticut Labor Commissioner.

The provisions of this section (32) shall not apply where the total cost of all work to be performed by all Contractors and subcontractors in connection with new construction of any public works project is less than four hundred thousand dollars (\$400,000) or where the total cost of all work to be performed by all contractors and subcontractors in connection with any remodeling, refinishing, refurbishing, rehabilitation, alteration or repair of any public works project is less than one hundred thousand dollars (\$100,000).

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

**33. GOVERNING LAW:**

The laws of the State of Connecticut shall govern this Contract and any and all litigation related to this Contract. In the event of litigation related to this Contract, the exclusive forum shall be the State of Connecticut and the exclusive venue for such litigation shall be the Judicial District for Stamford/Norwalk at Stamford.

IN WITNESS, WHEREOF, the parties of the AGREEMENT have hereunto set their hand and seals the day first above written.

TOWN OF GREENWICH, CONNECTICUT

BY \_\_\_\_\_

THE CONTRACTOR

BY \_\_\_\_\_

**EXHIBIT A**  
**Insurance Requirement Sheet**

**Insurance Requirements:** Before starting and until final completion and acceptance of the work called for in the Contract and expiration of the guarantee period provided for in the Contract, the Contractor and its subcontractors, if any, shall procure and maintain insurance of the types and amounts checked in paragraphs A through F below for all Contract operations.

- A. General Liability, with minimum coverages for combined bodily injury and property damage liability of \$2,000,000 general aggregate, \$1,000,000 per occurrence including:
- 1. Commercial General Liability.
  - 2. Town as additional insured.
  - 3. Owners and Contractors Protective Liability (separate policy in the name of the Town).
- B. Comprehensive Automobile Liability, with minimum coverages of \$1,000,000 combined single limit for bodily injury and property damage, including, where applicable, coverage for any vehicle, all owned vehicles, scheduled vehicles, hired vehicles, non-owned vehicles and garage liability.
- C. Excess Liability, with minimum coverage of \$5,000,000 in umbrella form, or such other form as approved by Town Department Head and Risk Management Director.
- D. Workers' Compensation and Employer's Liability, with minimum coverages as provided by Connecticut State Statutes.
- E. Professional Liability (for design and other professionals for Errors and Omissions), with minimum coverage of \$1,000,000. If the policy is on a claims-made basis, coverage shall be continually renewed or extended for three (3) years after work is completed under the Contract.
- F. Other (Builder's Risk, etc.): \_\_\_\_\_.
- G. CERTIFICATE HOLDER: TOWN OF GREENWICH  
And GREENWICH BOARD OF EDUCATION. (Also fill in on ACORD Certificate of Insurance)  
290 Greenwich Avenue, Greenwich, CT 06830.

The **Acord certificate of insurance form** must be executed by your insurance agent/broker and returned to this office. Company name and address must conform on all documents including insurance documentation. It is required that the agent/broker note the individual insurance companies providing coverage, rather than the insurance group, on the Acord form. The Contract number (provided to the awarded Contractor), project name and a brief description must be inserted in the "Description of Operations" field. It must be confirmed on the Acord Form that the Town of Greenwich is endorsed as an additional insured by having the appropriate box checked off and stating such in the "Description of Operations" field. A letter from the awarded vendor's agent/broker certifying that the Town of Greenwich has been endorsed onto the general liability policy as an additional insured is also mandatory. This letter must follow exactly the format provided by the

**Purchasing Department and must be signed by the same individual authorized representative who signed the Acord form.** If the insurance coverage required is provided on more than one Acord certificate of insurance, then additional endorsement letters are also required. Contract development will begin upon receipt of complete, correct insurance documentation. The Contractor shall be responsible for maintaining the above insurance coverages in force to secure all of the Contractor's obligations under the Contract with an insurance company or companies with an AM Best Rating of B+:VII or better, licensed to write such insurance in Connecticut and acceptable to the Risk Manager, Town of Greenwich. For excess liability only, non-admitted insurers are acceptable, provided they are permitted to do business through Connecticut excess line brokers per listing on the current list of Licensed Insurance Companies, Approved Reinsurers, Surplus Lines Insurers and Risk Retention Groups issued by the State of Connecticut Insurance Department.

**(SAMPLE ENDORSEMENT LETTER)**

**AGENT/BROKER  
(LETTERHEAD)**

(Date)

Eugene H. Watts, Senior Buyer  
Purchasing Department  
Town of Greenwich/Board of Education  
290 Greenwich Avenue – Havemeyer Building  
Greenwich, CT 06830

Re: Town of Greenwich/Greenwich Board of Education / **Contract #**  
Project Name:

Dear Mr. Watts:

The undersigned hereby certifies as follows:

- (1) I am a duly licensed insurance agent under the laws of the State of **[insert State]** and an authorized representative of all companies affording coverage under the Acord form submitted herewith;
- (2) The Town of Greenwich, Greenwich Board of Education, and Landmark Facilities Group, Inc. have been endorsed as an additional insured under the general liability policy no. [insert policy number], issued by **[insert company affording coverage] to [name of insured]**;
- (3) The general liability policy referenced in paragraph (2) above meets or exceeds the coverage in Commercial General Liability ISO form CG 00 01 10 01, including contractual liability;
- (4) The policies listed in the Acord form submitted to the Town of Greenwich in connection with the above-referenced contract have been issued to the insured in the amounts stated and for the periods indicated in the Acord form; and
- (5) The Town of Greenwich shall be given thirty (30) days prior written notice of cancellation, lapse or restrictive amendment (except ten days' notice of nonpayment) of the policies listed in the Acord form.

Sincerely,

Authorized Representative for all companies listed in the Acord form

**ACORD**

**CERTIFICATE OF LIABILITY INSURANCE**

PRODUCER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.
	INSUREERS AFFORDING COVERAGE

INSURED	INSURER A:
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OF CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURER	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(MM/DD/YY)	POLICY EXPIRATION DATE(MM/DD/YY)	LIMITS								
	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> _____ <input type="checkbox"/> _____ GENERAL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC				EACH OCCURRENCE FIRE DAMAGE (Any one fire) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGRREGATE PRODUCTS-COMP/OP AGG								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS <input type="checkbox"/> _____ <input type="checkbox"/> _____				COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> _____				AUTO ONLY-EA ACCIDENT OTHER THAN EA ACC AUTO ONLY: AGG								
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE AGGREGATE								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table border="1"> <tr> <td>WC STATIL</td> <td>OTH- FR</td> </tr> <tr> <td colspan="2">E.L. EACH ACCIDENT</td> </tr> <tr> <td colspan="2">E.L. DISEASE-EA EMPLOYEE</td> </tr> <tr> <td colspan="2">E.L. DISEASE - POLICY LIMIT</td> </tr> </table>	WC STATIL	OTH- FR	E.L. EACH ACCIDENT		E.L. DISEASE-EA EMPLOYEE		E.L. DISEASE - POLICY LIMIT	
WC STATIL	OTH- FR												
E.L. EACH ACCIDENT													
E.L. DISEASE-EA EMPLOYEE													
E.L. DISEASE - POLICY LIMIT													
	Professional Liability												

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS Additional Insured: The Town of Greenwich, Greenwich Board of Education and \_\_\_\_\_ are named as additional insured for Contract # \_\_\_\_ It is agreed by both parties to Contract No \_\_\_\_\_ that the Contractors insurance will be primary and non-contributory

CERTIFICATE HOLDER	<input checked="" type="checkbox"/> ADDITIONAL INSURED; INSURER LETTER: ____	CANCELLATION
--------------------	--	--------------

# Statement of Special Inspections

Project: *Greenwich HS Cardinal Stadium Phase 1*

Location: *10 Hillside Road; Greenwich 06830*

Owner: *Greenwich Public School*

Owner's Address: *290 Greenwich Avenue  
Greenwich, CT 06830*

Design Professional in Responsible Charge: *The Di Salvo Engineering Group, Structural Engineers, Inc.  
83 Wooster Heights Rd. Suite 200, Danbury, CT 06810*

Architect of Record: *Kaeyer, Garment and Davidson Architects, PC  
285 Main Street; Mount Kisco, NY 10549*

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

- Structural       Mechanical/Electrical/Plumbing  
 Architectural       Other: \_\_\_\_\_

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

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

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

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

Interim Report Frequency: *Monthly* or  per attached schedule.

Prepared by:  
Trevor B. Hill, P.E.  
(type or print name)

  
Signature

*11-10-2020*  
Date



Owner's Authorization:  
*Owner to return signed copy to The Di Salvo Engineering Group*

Building Official's Acceptance:

Signature

Date

Signature

Date

# Schedule of Inspection and Testing Agencies

Statement of Special Inspections includes the following building systems:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Soils and Foundations  | <input type="checkbox"/> Spray Fire Resistant Material                  |
| <input checked="" type="checkbox"/> Cast-in-Place Concrete | <input type="checkbox"/> Mastic and Intumescent Fire-Resistant Material |
| <input type="checkbox"/> Precast Concrete                  | <input checked="" type="checkbox"/> Wood Construction                   |
| <input type="checkbox"/> Shotcrete                         | <input type="checkbox"/> Prefabricated Wood Trusses                     |
| <input checked="" type="checkbox"/> Masonry Level B        | <input type="checkbox"/> Glue Laminated Wood Construction               |
| <input type="checkbox"/> Masonry Level C                   | <input type="checkbox"/> Exterior Insulation and Finish System          |
| <input checked="" type="checkbox"/> Structural Steel       | <input type="checkbox"/> Mechanical & Electrical Systems                |
| <input type="checkbox"/> Cold-Formed Steel Framing         | <input type="checkbox"/> Architectural Systems                          |
| <input type="checkbox"/> Prefabricated Cold-Formed Trusses | <input type="checkbox"/> Special Cases                                  |
| <input type="checkbox"/> Prefabricated Wall Panels         |   |

Special Inspection Agencies	Firm	Address, Telephone
1. Special Inspector	<i>Special Inspector to be determined by Owner.</i>	
2 Testing Laboratory	<i>Testing Lab to be determined by Owner.</i>	
3 Geotechnical Engineer	<i>Geotechnical Engineer to be determined by Owner.</i>	

Note: The inspection and testing agent shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official, prior to commencing work. The Di Salvo Engineering Group takes no responsibility for the qualifications of the Special Inspector, the Testing Laboratory nor the Geotechnical Engineer.

Seismic Design Category: *B*  
 Basic Wind Speed (Ultimate/Nominal Wind Speed/) (mph): *130/101*  
 Wind Exposure Category: *C*

## Qualifications of Inspectors and Testing Technicians

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

### Key for Minimum Qualifications of Inspection Agents:

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

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

### American Concrete Institute (ACI) Certification

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

### American Welding Society (AWS) Certification

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

### American Society of Non-Destructive Testing (ASNT) Certification

ASNT	Non-Destructive Testing Technician – Level II or III
------	--

### International Code Council (ICC) Certification

ICC-ECSI	Soils Special Inspector
ICC-SMSI	Structural Masonry Special Inspector
ICC-SWSI	Structural Steel and Welding Special Inspector
ICC-SBSI	Structural Steel and Bolting Special Inspector
ICC-SFSI	Spray-Applied Fireproofing Special Inspector
ICC-PCSI	Prestressed Concrete Special Inspector
ICC-RCSI	Reinforced Concrete Special Inspector
ICC-CBSI	Commercial Building Special Inspector

### National Institute for Certification in Engineering Technologies (NICET)

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

### Exterior Design Institute (EDI) Certification

EDI-EIFS	EIFS Third Party Inspector
----------	----------------------------

### Other

SCSI	Smoke Control Special Inspector
PE/ME	Mechanical/Electrical/Plumbing Engineer – a licensed PE specializing in the design of mechanical, electrical and plumbing building systems
<u>RA</u>	<u>Registered Architect specializing in the design of architectural building systems</u>

Item	Agent No. (Qualif.)	Scope
1. Site Preparation	<p>3 (PE or EIT or ICC- ECSI)</p> <p>3 (PE or EIT or ICC- ECSI)</p> <p>3 (PE or EIT or ICC- ECSI)</p>	<p><b>Table 1705.6.5. Site Preparation.</b> Prior to placement of the prepared fill, determine that the site has been prepared in accordance with the approved soils report, as stated in Section 1803.2.</p> <p><b>Table 1705.6.1. Footing Bottom.</b> Verify materials below footings are adequate to achieve the design bearing capacity in accordance with the approved soils report, as stated in Section 1803.2.</p> <p><b>Table 1705.6.2. Excavation Depth.</b> Verify excavations have been extended to the proper depth and have reached proper material in accordance with the approved soils report, as stated in Section 1803.2.</p>
2. Controlled Structural Fill	<p>3 (PE or EIT or ICC- ECSI)</p> <p>2 (ICC-ECSI)</p>	<p><b>Table 1705.6.4. Placement of Fill.</b> Continuously verify that the use of proper materials, densities and lift thicknesses during placement and compaction of controlled fill complies with the approved soils report, as stated in Section 1803.2. Verify extent and slope of fill placement.</p> <p><b>Table 1705.6.3. Compacted Fill Material.</b> Perform classification and testing of controlled fill material. Perform sieve tests and modified Proctor tests of each source of fill material. Through testing, verify that the compacted fill to be used under footings and under slabs complies with the approved soils report, as stated in Section 1803.2. Review that the in-place dry density of the compacted fill complies with the approved soils report, as stated in Section 1803.2.</p>
3. Deep Foundations		<i>Not applicable.</i>
4. Underpinning		<i>Not applicable.</i>
5. Other	<p>3 (PE or EIT)</p>	<p>Within the building perimeter, observe placement of underslab and perimeter drainage elements, including crushed stone, perforated pipes, and geocomposite drains.</p>

Item	Agent No. (Qualif.)	Scope
1. Mix Design	<p>1 (PE or EIT)</p> <p>2 (ACI)</p>	<p><b>Table 1705.3.5.</b> Review concrete mix design submittals for all classes of concrete specified on the structural drawings. Reference standard ACI 318: Ch.19, 26.4.3, 26.4.4. Reference Sections 1904.1, 1904.2.</p> <p>Review concrete batch tickets and verify compliance with approved mix design. Verify that water added at the site does not exceed that allowed by the mix design.</p>
2. Material Certification	<p>1 (PE or EIT)</p>	<p><b>Section 1705.3.2. Materials.</b> Review material certificates of compliance or other acceptable documentation for all materials used in the concrete mix designs for conformance with ACI 318 Chapter 26. In the absence of sufficient data or documentation providing evidence of conformance to quality standards of materials in Chapter 26 of ACI 318, materials shall be tested in accordance with the appropriate standards and criteria.</p>
3. Formwork Geometry	<p>1 (PE or EIT)</p>	<p><b>Table 1705.3.12</b> Review formwork for shape, location and dimensions of the concrete member being formed. See Item 4 for the required review percentages Reference standard ACI 318: 26.11.1.2 (b).</p>
4. Reinforcement Installation	<p>1 (PE or EIT)</p>	<p><b>Table 1705.3.1.</b> Review the following percentages of installed reinforcement for compliance with approved shop drawings, project specifications and ACI 318: Ch. 20, 25.2, 25.3, 26.6.1-26.6.3: Footings 50%, Foundation Walls 50%, Slabs on Grade 50%, Elevated Slabs 50%, Piers 50%..</p>
5. Post-Tensioning Operations		<p>Not applicable</p>
6. Anchors - Cast-In-Place	<p>2 (ACI)</p>	<p><b>Table 1705.3.3</b> Reference standard ACI 318: 17.8.2. Review 50% of cast-in-place anchors for anchor materials, size, positioning, spacing, edge distance and embedment for compliance with approved shop drawings. Review concrete placement and consolidation around anchors as per “Concrete Placement” section of this Statement.</p>
7. Anchor Rods - Post Installed	<p>1 (PE or EIT) &amp; 2 (ACI)</p>	<p><b>Table 1705.3.4</b> Reference standard ACI 318: 17.8.2, 17.8.2.4 Review 75% of post-installed mechanical anchors. Continuous review of 100% of post-installed adhesive anchors or reinforcing bars installed in horizontal or upwardly inclined orientations to resist sustained tension loads, in accordance with ACI 318; for other orientations review 75% of post-installed adhesive anchors/reinforcing bars.</p> <p>Review shall include 1) anchor and dowel materials, 2) adhesive materials and expiration date, 3) anchor/rebar type, size, positioning, spacing, edge distance, embedment and tightening torque, and 4) concrete type, compressive strength and thickness for compliance with approved contract documents. Review drilled holes (for proper preparation, size, depth and cleaning), and anchor and dowel installation for compliance with manufacturer’s requirements.</p> <p>For all of the above, initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.</p>

8. Concrete Placement	2 (ACI)	<b>Table 1705.3.7.</b> Continuous inspection of concrete placement for proper application techniques as specified in ACI 318. 26.5. Verify that concrete conveyance and depositing avoids segregation or contamination. Verify that concrete is properly consolidated.
9. Sampling and Testing of Concrete	2 (ACI)	<b>Table 1705.3.6.</b> Make one strength test for each day's pour exceeding 5 cubic yards, but less than 25 cubic yards, plus one set for each additional 50 cubic yards or fractions thereof from each mix design of concrete placed in any one day. (ASTM C 172, ASTM C 31, ASTM C39). Also, test each specimen for slump (ASTM C143), air content (ASTM C231 or C173), and temperature (ASTM C1064). ACI Reference ACI 318: 26.5, 26.12.
10. Curing and Protection	1 (PE or EIT) & 2 (ACI)	<b>Table 1705.3.8.</b> Review periodically for maintenance of specified curing temperature and protection techniques, in accordance with ACI 318: 26.5.3-26.5.5. Further, when hot weather concrete conditions exist, verify that the procedure outlined in ACI 305R for Hot Weather Concreting is followed. These conditions will exist when the rate of evaporation approaches 0.21 lb./ft. <sup>2</sup> /hr. For Cold Weather Concreting, follow ACI 306.1 standard spec. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.
11. Other		

**Masonry – Level B for Risk Category I, II or III  
(Non-Essential Facilities)**

Project: *Greenwich HS Cardinal Stadium  
Phase 1*

Item	Agent No. (Qualif.)	Scope <i>Section 1705.4, 1705.4.1 and ACI-530-13 Section 3.1.2: the below is for Risk Category I, II or III (non-essential facilities) for engineered masonry and for Risk Category IV for masonry veneer. Note for partitions, review of material certification is only required unless otherwise noted.</i>
1. Material Certification	1 (PE or EIT)	<b>ACI530-13 Table 3.1.2.1.</b> Review all material submittals for each type of structural masonry unit, mortar, grout, reinforcement and admixtures specified for conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 1.5. Verify installed materials conform to approved samples on site.
2. Mixing of Mortar and Grout	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.2.a.; ACI530-13 Table 3.1.2.3.d.</b> Conduct sufficient number of periodic field reviews of mortar and grout proportioning, mixing and consistency to establish conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 2.1, 2.6A and 2.6B, and the construction documents. Mortar and grout shall be mixed using a measuring box for accurate proportioning. See Item 5 for the required review percentages. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.
3. Installation of Masonry	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.4.a.</b> Conduct sufficient number of periodic field reviews of masonry unit and mortar installation to establish conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 3.3F and the construction documents. See Item 5 for the required review percentages. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.
4. Mortar Joints	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.2.b.; ACI530-13 Table 3.1.2.3.e.</b> Conduct sufficient number of periodic field reviews of the construction of mortar joints, including tooling and filling of joints, to establish conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 3.3B and the construction documents. Verify that the maximum bed> Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.
5. Reinforcement Installation	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.2.d.; ACI530-13 Table 3.1.2.3.b.; ACI530-13 Table 3.1.2.3.c.</b> Conduct sufficient number of periodic field reviews of reinforcement installation to establish conformance with Building Code Requirements for Masonry Structures (ACI 530-13/ASCE 5-13/TMS 402-13) Sec. 6.1, 6.2.1., 6.2.6. and 6.2.7, the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Sections 3.2E, and 3.4, and the construction documents: shear walls, bearing walls, elevator walls, and exterior walls a minimum of 50%.. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.

**Masonry – Level B for Risk Category I, II or III  
(Non-Essential Facilities (cont’d.)**

Project: *Greenwich HS Cardinal Stadium  
Phase 1*

6. Grouting Operations	1 (PE or EIT) & 2 (ICC)	<b>ACI530-13 Table 3.1.2.3.a.; ACI530-13 Table 3.1.2.4.f.</b> <i>Continuous review of all grout placement for conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 3.5 and the construction documents. Periodically verify that 50% of grout spaces are clean and periodically inspect 50% of clean-outs for high-lift grouting for conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 3.2D and 3.2F, and the construction documents. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.</i>
7. Weather Protection	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.4.d.</b> <i>Conduct reviews periodically of completed masonry protection in accordance with the construction documents. Further, when the ambient temperature is below 40° F or above 90° F, review protection for conformance with the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 1.8C and 1.8D, and the construction documents. Verify wall cavities are protected against precipitation. See Item 5 for the required review percentages. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.</i>
8. Evaluation of Masonry Strength	2 (ICC)	<i>Units to be tested in accordance with ASTM C140.</i>  <b>ACI530-13 Table 3.1.2.5.</b> <i>Prism test method not required, since the Unit Strength Method for specifying masonry components is used as detailed in the Specification for Masonry Structures (ACI 530.1-13/ASCE 6-13/TMS 602-13) Art. 1.4B.2.a.3, 1.4.B.2.b.3, 1.4B.2.c.3, 1.4B.3, 1.4B.4. See Item 2 above.</i>  <i>Evaluation of mortar strength: Since mortar has been specified using the Proportion Method in accordance with ASTM C270, periodically verify the proportions for mortar in accordance with ASTM C270, i.e. mortar testing is not required.</i>  <i>Evaluation of grout strength: Since grout has been specified using the Proportion Method in accordance with ASTM C476, periodically verify the proportions for grout in accordance with ASTM C476, i.e. grout testing is not required.</i>
9. Anchors	1 (PE or EIT) & 2 (ICC-SMSI)	<b>ACI530-13 Table 3.1.2.4.b.</b> <i>Review 50% of anchorages to structural members, frames and other construction to verify conformance with the Building Code Requirements for Masonry Structures (ACI 530-13/ASCE 5-13/TMS 402-13) Sections 1.2.1 (e), 6.1.4.3, 6.2.1 and the construction documents. Initial review by Special Inspector with Testing Lab present, followed by reviews by Testing Lab.</i>
10. Other		

Item	Agent No. (Qualif.)	Scope
1. Fabricator Certification / Quality Control Procedures <input type="checkbox"/> Fabricator Exempt	<p>1 (PE or EIT)</p> <p>1 (PE or EIT) &amp; 2 (AWS)(For Shop Inspection)</p> <p>1 (PE or EIT)</p>	<p><b>Section 1704.2.5 and AISC 360-10, Chapter N.</b> Verify whether Fabricator holds a current American Institute of Steel Construction (AISC) certification for Certified Building Fabricator (BU). If so, special inspections as required by Section 1704.2.5.1 shall not be required. If not, perform the following:</p> <p>Prior to fabrication, verify that the fabricator maintains approved detailed fabrication and quality control procedures that provide a basis for control of the workmanship and the fabricator's ability to conform to the approved construction documents and the code.</p> <p>Approval of the fabricator shall be based upon review of the fabricator's written procedural and quality control manuals and periodic auditing of fabrication practices by an approved agency.</p> <p>At the completion of fabrication, the approved fabricator shall submit a certificate of compliance to the owner or the owner's authorized agent for submittal to the building official stating that the work was performed in accordance with the approved construction documents.</p>
2. Material Certification	<p>2 (ICC-SBSI, or AWS)</p> <p>1 (PE or EIT)</p>	<p><b>AISC 360-10, Chapter N; Section 1705.2.1.</b> Periodic observation of 50% of structural steel, high-strength bolts, nuts, washers and weld filler materials for proper materials identification markings for conformance with ASTM standards specified in the approved contract documents. The inspector shall be present in the area where the work has been or is being performed, and also at the completion of the work.</p> <p>Review structural steel manufacturer's certified mill test reports; high-strength bolts, nuts, washers and weld filler materials for manufacturer's certificate of conformance with ASTM standards specified in the approved contract documents.</p>
3. Open Web Steel Joists	<p>1 (PE or EIT)</p> <p>2 (AWS)</p>	<p>Visual inspection of the erected joists and joist girders to verify general compliance with details shown on the approved construction documents, such as bracing, stiffening, member locations and proper application of joint details. Verify that web stiffeners are in conformance with the approved contract documents.</p> <p><b>Section 1705.2.3 and Table 1705.2.3.</b> Periodic visual inspection of 50% of bolted and welded end connections, and 50% of bridging to verify compliance with the bridging requirements of the Steel Joist Institute.</p>

**Structural Steel (cont'd.)**

Project: *Greenwich HS Cardinal Stadium Phase 1*

<p>4. Bolting</p>	<p>2 (ICC-SBSI)</p>	<p><b>AISC 360-10, Chapter N: Section N5.6 and Tables N5.6-1, N5.6-2 and N5.6-3.</b> High-strength, bearing-type connections: Periodic observation of 50% of bolted connections for required size, location and number of bolts and also for contact of plies. The minimum bolt tension, method of tightening and method of inspecting installed bolts shall be as specified in AISC “Specifications for Structural Joints Using High Strength Bolts” for ASTM F3125 Gr. A325 or A490 Bolts”, and the commentary that follows. Use of a calibrated torque wrench on a previously tightened bolt is not an acceptable method of inspection. High-strength, slip-critical connections, in accordance with the AISC “Specifications for Structural Joints Using High Strength Bolts” for ASTM F3125 Gr. A325 or A490 Bolts”, and its commentary. Continuous observation of all bolted connections, except as noted below, for required size, location and number of bolts. Verify that the specified procedure for installation is properly used for tightening bolts. Periodic observation of 50% of bolted connections installed using the direct tension indicator method or alternate design fastener (twist-off bolt) method for required size, location and number of bolts. Verify that the specified procedure for installation is properly used for tightening bolts.</p>
<p>5. Welding</p>	<p>2 (AWS)</p> <p>2 (ASNT)</p> <p>2 (AWS)</p> <p>2 (AWS)</p> <p>2 (AWS)</p> <p>2 (AWS)</p>	<p>Prior to fabrication, obtain and verify Welding Procedures Specifications (WPS) are followed and are performed by qualified welders, both in the shop and in the field.</p> <p><b>AISC 360-10, Chapter N: Section N5.4 and 5.5, and Tables N5.4-1, N5.4-2 and N5.4-3.</b></p> <p><b>Complete and partial penetration groove welds:</b> submit all Prequalified Complete and/or Partial Penetration Groove Weld Details. Ultrasonic test 100% of all welds.</p> <p><b>Multi-pass fillet welds:</b> visual inspection of 100% of all shop welds if fabricator is not certified as noted in Item 1. Visual inspection of 100% of all welds and all passes being performed every third working day if fabricator is certified as noted in Item 1. Visual inspection of 100% of all field welds and all passes. Magnetic particle test 5% of all field welds for each pass.</p> <p><b>Single-pass fillet welds larger than <math>5/16</math>”:</b> see Multi-pass fillet welds for details except that there is only a single pass to be inspected. Also, Magnetic particle test 10% of all field welds.</p> <p><b>Single pass fillet welds <math>5/16</math>” and smaller:</b> visual inspection of 50% of all shop welds if fabricator is not certified as noted in Item 1; this percentage may be reduced after fabrication starts if approved by the SER. Visual inspection of 50% of all welds being performed every third working day if fabricator is certified as noted in Item 1; this percentage may be reduced after fabrication starts if approved by the SER. Visual inspection of 50% of all field welds. Magnetic particle test 5% of all field welds.</p> <p><b>All Welds:</b> Submit Welder Qualification Records (WQR) including process, location, position, size and type of weld along with verification of welder’s certification. Before welding starts, confirm that fit-up base metal tolerances are in conformance with AWS D1.1. Inspect pre-heat, post heat and surface preparation between passes. See above for the required percentages.</p>

6. Shear Connectors		<i>Not Applicable.</i>
7. Structural Details	<i>1 (PE or EIT)</i>	<i>AISC 360-10, Chapter N: Section N5.7. Visual inspection of the erected steel frame to verify general compliance with details shown on the approved construction documents, such as bracing, stiffening, member locations and proper application of joint</i>
8. Metal Deck	<i>2 (AWS)</i>	<i>Section 1705.2.2. Verify deck material and obtain manufacturer's certified test reports. Verify that welders are certified in accordance with AWS D1.3. Inspect 50% of weldments, side-lap fasteners and mechanical fasteners for required size, location and number for conformance with the approved contract documents and the Steel Deck Institute's QA/QC.</i>
9. Other		

**Wood Construction**Project: *Greenwich HS Cardinal Stadium Phase 1*

<b>Item</b>	<b>Agent No. (Qualif.)</b>	<b>Scope</b>
1. Fabricator Certification/ Quality Control Procedures	<i>1 (PE or EIT)</i>	<i>Not Applicable.</i>
2. Material Grading	<i>1 (PE or EIT)</i>	<i>Review 10% of grade stamps of dimensioned lumber for conformance with the contract documents.</i>
3. Connections	<i>1 (PE or EIT)</i>	<i>Review 75% of hanger connections, 75% of tie-downs, 100% of shear wall hold-downs, and 50% of nailing, bolting, anchoring and other fastening of components for conformance with the contract documents.</i>
4. Framing and Details	<i>1 (PE or EIT)</i>	<i>Review 75% of completed framing installation prior to concealment by surface finishes for compliance with details shown on the construction drawings including all connections to the supporting structure, field cut notches and drilled holes performed by the mechanical trades. Review all bearing points and all permanent bracing required by fabricator and the architect or engineer of record.</i>
5. Diaphragms and Shearwalls	<i>1 (PE or EIT)</i>	<i>Inspect size, configuration, blocking and fastening (including holdowns, see Item 3) of shearwalls and diaphragms. Verify panel grade and thickness.</i>
6. Other	<i>1 (PE or EIT)</i>	<i>Review continuous gluing operations of elements.</i>