

DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS GROUP

00 00 01 - PROJECT MANUAL COVER PAGE

- A. Format: No specific format so long as the following information is included:
 - 1. The words "PROJECT MANUAL" as the title.
 - 2. Official project name/title (the name of the facility or site).
 - 3. School District Name: CHERRY CREEK SCHOOL DISTRICT NO. 5, ENGLEWOOD COLORADO.
 - 4. Date.
 - 5. Design Consultant firm name, address, phone number, and email address.

00 00 02 - PROJECT DIRECTORY

A. Format: No specific requirements so long as the names, addresses, telephone numbers, and email addresses of all consultants and subconsultants are listed.

00 00 03 – SEALS PAGES

A. Format: No specific format. Include language similar to the following:

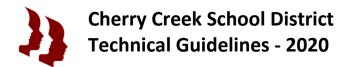
"I hereby certify that the portion of this technical submission as described below was prepared by me or under my direct supervision and responsible charge. I am a duly registered (Architect / Professional Engineer / Landscape Architect) under the laws of the State of Colorado."

00 00 03 - TABLE OF CONTENTS

A. Format: No specific requirements so long as all documents, divisions, and section names/ numbers are listed.

00 11 13 – ADVERTISEMENT FOR BIDS

- A. Format: Cherry Creek School District Standard. See sample attached in Appendix B3.
- B. Verify with the School District the following data:
 - 1. Bid time and date for base bid and alternates.



00 21 13 - INSTRUCTIONS TO BIDDERS

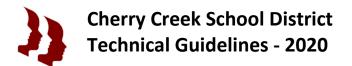
- A. Format: Cherry Creek School District Standard.
- B. Verify with the School District the following information/data:
 - 1. Prequalification criteria for general contractors and major subcontractors.
 - 2. List of prequalified general contractors.
 - 3. List of prequalified subcontractors.
 - 4. Subcontractors required to furnish a 100% Performance and Payment Bond to the successful general contractor.
 - 5. Location, date, time and attendees of mandatory pre-bid conference.
 - 6. Desired completion date for the project and amount of liquidated damages for failure to complete the project on time.

00 31 21 – INFORMATION AVAILABLE TO BIDDERS

- A. Format: No specific format as long as the following information is included:
 - 1. Project name, consultant name, date, and project number as it appears on the geotechnical study/report for this project.
 - 2. Project name, consultant name, date, and project number as it appears on the site survey for this project.
 - 3. Project name, consultant name, date, and project number as it appears on any addendums to the site survey or geotechnical study/report for this project.
 - 4. Name and date of any previous bid packages or other construction documents that relate to this project.

00 41 13 – GENERAL CONTRACT BID FORM/ALTERNATES/UNIT PRICES

- A. Format: Cherry Creek School District Standard.
- B. Verify with the School District the following information/data:
 - 1. The suppliers with whom the School District has issued purchase orders for materials and/or equipment that will be assigned to the successful general contractor and the amount of each purchase order.
 - 2. The major subcontractors whose names will be required on the completed bid form.
 - 3. The required completion date and amount or liquidated damages.
 - 4. Description and listing of each alternate.
 - 5. Description and listing of each unit price.



00 43 13- BID BOND

A. Format: Cherry Creek School District Standard.

00 52 13 – AGREEMENT FORM

- A. Format: Cherry Creek School District Standard "Standard Form of Agreement between Owner and Contractor", AIA Document A101-2017, as issued by the American Institute of Architects.
 - 1. Verify current version of contract with School District.
- B. Verify with the School District:
 - 1. Pre-order of material and/or equipment.

00 54 13 – ASSIGNMENT OF SUPPLIER'S CONTRACTS

- A. Format/Language: Cherry Creek School District Standard.
- B. Verify with School District:
 - 1. Materials and/or equipment to be pre-purchased and the contract assigned to the General Contractor.
 - 2. Inclusion of the suppliers' proposals in the project manual or addition by addendum.

00 61 13 - PERFORMANCE BOND AND PAYMENT BOND

A. Format/Language: Cherry Creek School District Standard; "Performance Bond and Payment Bond", AIA Document A312-2010, as published by the American Institute of Architects.

00 72 13 – GENERAL CONDITIONS

- A. Format/Language: Cherry Creek School District Standard; "General Conditions of the Contract for Construction", AIA Document A201-2017, as published by the American Institute of Architects.
 - 1. Verify current version of contract with School District.



00 73 00 - SUPPLEMENTARY CONDITIONS

- A. Format/Language: Cherry Creek School District Standard Modified as approved by the School District.
- B. Verify with School District:
 - 1. Building permit issued by the Colorado Division of Fire Prevention and Control or the City of Aurora.
 - 2. Wording for extensions of time the typical conditions for extension of time are included in the sample supplementary conditions. For projects with extremely tight time schedules, the following statement shall modify the General Conditions:

"Extensions of time for weather delays, minor changes in the work, and labor disputes will not be included in this project."

3. The amount of comprehensive general and automobile liability to be included as modifications to Article 11. Also verify the deductible amount the contractor shall pay when making a claim against the Owner's Builder's Risk Property Insurance Policy.

END OF SECTION