

## **SPECIAL CONDITIONS**

### **1. PRE-BID CONFERENCE**

A pre-bid conference will NOT be held for this project.

### **2. INFORMATION ITEMS**

Performance Bond, Labor & Material Bond and Workers Compensation (Certification by Contractor) are part of this bid as information items only and are to be completed and submitted by the successful bidder(s) after award.

### **3. ALTERNATES**

The use of the name of a manufacturer, or any special brand or make, in describing any item in the bid documents does not restrict bidders to that manufacturer or specific article. An equal of the named product will be given due consideration. The contractor shall submit any alternate item for approval. All items on which bids are submitted must in all cases be equal or better in quality and utility to those specified by the City. The approval of any alternate shall be made by the City. Notwithstanding the foregoing, the City may impose additional restrictions in the Specifications section of these documents. All information required to make an informed decision on an alternate item must be submitted as part of the bid.

### **4. SPECIALTY ITEMS**

The Contractor shall perform, with its own organization, Contract work amounting to at least 50 percent of the Contract Price except that any designated "Specialty Items" may be performed by subcontract and the amount of any such "Specialty Items" so performed may be deducted from the Contract Price before computing the amount to be required to be performed by the Contractor with its own organization. The following items have been designated as "Specialty Items" in accordance with the provisions of Section 2-3.2 of the Standard Specifications for Public Works Construction and Public Contract Code Sections 4100 through 4113:

#### **PRE-FABRICATED BUS SHELTERS, BUS BENCHES, AND TRASH RECEPTACLES**

### **5. UNDERGROUND UTILITIES**

Section 4216 of the Government Code requires a Dig Alert Identification Number be issued before excavation will be permitted. Call for mark-outs and a Dig Alert I.D. number from Underground Service Alert, at 1-800-227-2600, at least two (2) working days before excavating.

### **6. STORMWATER MANAGEMENT AND DISCHARGE CONTROL**

**6A. JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM (JRMP)** - The JRMP is the City of El Cajon's approach to improving water quality in rivers, bays, lakes, and ocean through reducing discharges of pollutants to the Municipally Separate Storm Sewer System (MS4) storm drain system. To reduce pollutants in MS4 discharges to water bodies, the City implements or requires its residents, businesses, municipal facilities, and land owners to implement a variety of measures known as best management practices (BMPs). All municipal activities shall be conducted in accordance with the City's JRMP.

#### **a. Demolition/Construction**

Municipal projects involving demolition/construction activities shall implement a minimum level of BMPs to help prevent the discharge of pollutants including sediment, toxic chemicals or other

construction related materials to the City's MS4 storm drain system. The following is a list of minimum BMPs to be used for Demolition/Construction related municipal activities:

BMP1: Eliminate illicit non-storm water discharges	<p>Non-storm water (water other than rain) shall not be discharged to the City's MS4 storm drain. To eliminate illicit discharges, do not allow any solid or liquid material except uncontaminated storm water to enter City storm drains, curb gutters along City streets, or any other part of the City's MS4.</p> <p>CASQA:</p> <p><i>SC: 10 Storm Drain Inlet Protection</i></p> <p><i>SC:44 Drainage System Maintenance</i></p>
BMP 4: Eliminate the discharge of vehicle and equipment wash water	<p>Wastewater associated with washing activities shall not be allowed to enter the City's MS4 storm drains, curbs and gutters, or any other part of the City's MS4. All wash water must be contained, captured, and disposed of appropriately. Designated washing areas may consist of a container, a berm, or a liner to collect and contain liquids to prevent runoff.</p> <p>CASQA:</p> <p><i>SC: 10 Storm Drain Inlet Protection</i></p> <p><i>SC:21 Automotive Service Maintenance</i></p>
BMP 14: Protect unpaved areas, including landscaping, from erosion using vegetative or physical stabilization	<p>Exposed soils that are actively eroding or prone to erosion due to disturbance shall be protected from erosion. Significant accumulations of eroded soil shall be removed or contained to prevent sediment transport in runoff to the City's MS4 storm drain system.</p> <p>CASQA: <i>SC:41 Building &amp; Grounds Maintenance</i></p>
BMP 16: Implement good housekeeping to keep site free of trash and debris	<p>Outdoor areas shall be cleaned as needed to keep them free of accumulations of trash, sediment, litter, and other debris to help prevent transport to the City's MS4 storm drain system.</p> <p>CASQA: <i>SC:41 Building &amp; Grounds Maintenance</i></p>

<p>BMP 30: Temporarily protect storm drains from non-storm water discharges while conducting activities that have the potential to result in a discharge</p>	<p>If municipal activities conducted cannot be fully contained or minor failures in containment would potentially result in discharges of non-storm water to the MS4, temporary measures shall be used to protect the storm drain system. Any municipal activities and construction related materials that enter the MS4 storm drain system shall be removed promptly and disposed of appropriately (in accordance with other minimum BMPs). Keep storm drain inlets and under drains free of sediment, trash, and debris.</p> <p>CASQA:</p> <p>SC: 10 Storm Drain Inlet Protection</p> <p>SC:44 Drainage System Maintenance</p>
<p><i>City of El Cajon's Jurisdictional Runoff Management Plan, Minimum Best Management Practices for Industrial, Commercial, and Municipal Site/Sources, 2015.</i></p>	

Copies of the complete JRMP are available online at <http://www.cityofelcajon.us/i-want-to/view/documents-forms-library/-folder-137> or reviewed in person at City of El Cajon's City Hall (200 Civic Center Way). For any questions regarding the JRMP, or to make an appointment with the storm water management staff to discuss and/or review requirements, please call (619) 441-1653.

## 6B. STORMWATER MANAGEMENT AND DISCHARGE CONTROL

City of El Cajon's Municipal Code Chapter 13.10 (Stormwater Management and Discharge Control)

identifies management practices to help protect health, safety and general welfare of citizen's of El Cajon and improve water quality. Management practices will help reduce the adverse effects of polluted runoff discharges on waters of the state; to secure benefits from the use of storm water as a resource; and to ensure that the city is compliant with the Municipal Permit. The Municipal Code requires the control of non-stormwater discharge and reduction of pollutant discharge to the maximum extent practicable. Pollutant, as defined by the Municipal code means any agent that may cause or contribute to the degradation of water quality such that a condition of pollution or contamination is created or aggravated. To maintain compliance with the City of El Cajon's Municipal Code 13.10 and Municipal Stormwater Permit, non-stormwater pollutant discharges must be controlled to the maximum extent practicable.

Any proposed demolition/construction activities that includes the disturbance of surface area less than < **1 acre** requires the development of a Water Pollution Control Plan (WPCP).

Any proposed demolition/construction activities that includes the disturbance of surface area greater than > **1 acre** requires the development of a Storm Water Pollution Prevention Plan (SWPPP).

A template for the WPCP/SWPPP can be found at:

<http://www.dot.ca.gov/hq/construc/stormwater/templates.htm>

The Contractor shall be responsible for the design of a WPCP/SWPPP and implement Best Management Practices (BMPs) to help eliminate pollutant discharges to the MS4 storm drain system. Use CASQA and/or Caltrans BMP factsheets. The WPCP/SWPPP must be submitted prior to any construction activities including soil disturbance, grading, clearing of vegetative material.

**The WPCP/SWPPP shall be submitted at least ten (10) working days prior to the start of construction and shall be approved in writing by the City Engineer prior to commencing work.**

The Contractor shall implement the WPCP/SWPPP and take remedial and preventive action immediately when pollutant discharge occurs and/or the City Engineer/Public Works Director directs. Full compensation for all work involved in Stormwater Management and Discharge Control, including the WPCP/SWPPP, furnishing, installation, maintenance and removal of all necessary BMP materials (including silt fences, gravel bags, and materials) and all necessary labor, tools and equipment, shall be considered as included in the contract prices paid for the various items of work and no additional payment will be made therefor.

## **7. MODIFICATIONS, PERFORMANCE, PAYMENT**

Article 1.7 of Chapter 1 of Part 3 of Division 2 of the Public Contract Code is incorporated by reference. A copy is attached in accordance with the provisions of Public Contract Code Section 20104.50(f).

## **8. TRAFFIC CONTROL**

Traffic control and accident prevention measures shall conform to Section 7-10 "Public Convenience and Safety" of the Standard Specifications, and the Traffic Control Manual. No deviation from the accompanying traffic plan shall be allowed unless approved in writing by the Director of Public Works prior to commencing work.

## **9. WASTE HAULING**

El Cajon has an exclusive contract with Waste Management for the hauling and disposal of solid waste other than hazardous waste. If the Contractor uses a waste hauler to remove and dispose of solid waste generated by demolition, it must use Waste Management. This does nothing to prevent the Contractor from using its own containers and using its own vehicles to haul waste to a licensed disposal facility. Prior to starting work, the Contractor must identify the hauler to be used for disposal.

## **10. NON-WORKING DAYS 2018**

The following days are considered non-working days in the City of El Cajon and any construction work unless specifically waived by the City Engineer will not be allowed.

Recognized Holidays for the remainder of 2018:

November 12, 22, and 23  
December 24 through December 31



## 11. CITY HALL OFFICE HOURS

Monday through Thursday: 7:30 a.m. – 5:30 p.m.  
 Alternate Fridays: 8:00 a.m. – 5:00 p.m.

Closed on the following Fridays for the remainder of 2018:

September 7 and 21  
 October 5 and 19  
 November 2, 16, and 30  
 December 14 and 28

## 12. PROJECT MANAGEMENT DOCUMENTATION & ADMINISTRATION

- a. The City of El Cajon reserves the right to utilize an online cloud-based project management system. **Virtual Project Manager (VPM)** allows for paperless documentation and project administration. For more information, go to [www.virtual-pm.com](http://www.virtual-pm.com).
- b. Virtual Project Manager (VPM) allows for paperless documentation and project administration. All posted information is available to all personnel involved with the project at any time using the internet.
- c. The use of VPM by the Contractor is mandatory. Access to VPM will be provided at no cost to the contractor.
- d. In order to utilize VPM, the contractor needs a computer, internet access, a digital camera, and a scanner. For more information, go to [www.virtual-pm.com](http://www.virtual-pm.com). To Login, from the homepage, select LOGIN and enter the Username and Password that will be provided to you by the City's Representative.
- e. The contractor shall use the following features:
  - i. Daily Logs: Contractor's daily reports shall be entered electronically here.
  - ii. Change Order Manager: Contractor requests for change order shall be submitted electronically here.
  - iii. Transmittals: Schedules, Certified Payrolls (In addition, hard copies with wet signatures are required), etc. shall be electronically submitted here.
  - iv. Submittals: Submittals requiring approval shall be submitted electronically here.
  - v. RFIs: Requests for information (RFIs) shall be submitted electronically here.
  - vi. Payment Applications: Monthly Payment Applications shall be submitted by the specified date for review and approval by submitting current work items completed within the schedule of values. Contractor to submit back-up as required.

## 13. LCP TRACKER SOFTWARE (CERTIFIED PAYROLLS)

- a. LCP Tracker software allows for the submittal of weekly certified payrolls and related labor compliance documentation. LCP Tracker is available to the Contractor involved with the project via internet access.

- b. The use of LCP Tracker by the Contractor is mandatory for this project. Access to LCP Tracker will be provided at no cost to the Contractor.
- c. In order to utilize LCP Tracker, the Contractor will require a computer with internet access. A digital camera and a scanner may be useful as well. For additional information, go to [www.lcptracker.com](http://www.lcptracker.com). To login, go to [www.lcptracker.net](http://www.lcptracker.net) and from the homepage, select LOGIN and enter the Username and Password that will be provided to you by the City.