

# **PROPOSAL PACKAGE**

## **2016 MICHIGAN STREET UTILITY RECONSTRUCTION FROM 3<sup>RD</sup> AVENUE WEST TO 6<sup>TH</sup> AVENUE WEST**

**City of Duluth, Minnesota  
411 West 1<sup>st</sup> Street  
Duluth, MN 55802**

**City Project # 1524**

**Bid # 2016-0255**

**Opening Date: March 17, 2016**

**Time: 2:00 PM**

**Place (Submit Bids): Room 100**

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## CITY OF DULUTH INVITATION TO BID

**PROJECT NAME/DESCRIPTION:** 2016 Michigan Street Utility Reconstruction from 3<sup>rd</sup> Avenue West to 6<sup>th</sup> Avenue West

**BID NUMBER:** 2016-0255

**BID OPENING:** THURSDAY, MARCH 17<sup>TH</sup>, 2016 AT 2:00 PM

**PROJECT DESCRIPTION:** The project will construct concrete duct bank, a steel steam line, 20-inch HDPE water main, and 6" gas main between 5th Ave West and 3rd Ave West. The project will construct concrete pavement between 6th Ave West and 5th Ave West. A temporary water service system is required.

**PRE-BID MEETING:** A pre-bid meeting will be conducted on THURSDAY MARCH 10<sup>TH</sup>, 2016 at 10:00 a.m. in CITY HALL ROOM 106A, 411 WEST 1<sup>ST</sup> STREET. All interested bidders are encouraged to attend.

**QUESTIONS:** Please submit any questions regarding this project via e-mail to Howard Smith, P.E., at [hsmith@duluthmn.gov](mailto:hsmith@duluthmn.gov). Responses will be provided to all interested bidders as an addendum to this solicitation.

Each bidder must review the 2016 Edition of the City of Duluth Public Works & Utilities Department/Engineering Division "Construction Standards" available on the city website ([www.duluthmn.gov](http://www.duluthmn.gov)) as these Specifications are incorporated by reference and are deemed to be a part hereof this project as if fully incorporated and set forth herein.

The selected contractor will be issued a construction contract (draft attached). Notice to Proceed will be issued once the agreement is fully executed.

Plans and specifications may be obtained at no cost from the City's Purchasing Division website at <http://www.duluthmn.gov/purchasing/bids-request-for-proposals/>. Hard copies of the plans and specifications may be obtained from the City Engineering Office, Room 211 City Hall, 411 West 1<sup>st</sup> Street, Duluth, MN 55820 for a nominal fee, payable by check or money order.

Plans and specifications are on file for inspection at the City Engineering Office, Duluth Builders Exchange, Minnesota Builder's Exchange, Wisconsin Builder's Exchange, Blue Book Construction Network, and Meda Construction Connection.

# INSTRUCTIONS TO BIDDERS

All bids must be complete, signed, and transmitted in a sealed envelope plainly marked with the bid number, subject matter, and opening date. The City of Duluth reserves the right to split the award where there is a substantial savings to the City, to waive informalities and to reject any and all bids. Bidder must state in their proposal if bid price is based on acceptance of the total order. Do not include sales tax in the unit price. Price may not be the only consideration for bid award. Bids must be firm for a minimum of 60 days.

Sealed bids must be received in Purchasing, Room 100 City Hall, 411 West 1<sup>st</sup> Street, Duluth, MN 55802 before 2:00 PM local time on the bid opening date specified on the Invitation for Bids. The City Purchasing Agent or her designee will conduct a public bid opening in Room 100 immediately following receipt of the bids. Bid results will be posted online at <http://www.duluthmn.gov/purchasing/bids-request-for-proposals/> once all bids have been reviewed.

No alternatives to the specification will be considered unless specifically requested. Erasures or other changes to the bid must be initialed and dated.

## **The following documents must be submitted with your bid:**

1. **Bid Bond** - A certified check or bank draft, payable to the order of the City of Duluth, negotiable U.S. Government Bonds (at par value), or a satisfactory bid bond executed by the bidder and acceptable surety, in an amount equal to five per cent (5%) of the total bid. Bids may be withdrawn without forfeiture of surety if the request is submitted by the Bidder and received at the Purchasing Office in writing or by telephone prior to the scheduled bid opening.
2. **Acknowledgment of Addendum** (if applicable) – any changes to this solicitation will be announced via Addendum. All such Addenda shall become part of the resulting purchase order and/or contract and all bidders shall be bound by such Addenda, whether or not received by the bidders. Acknowledgement of Addenda should be indicated on your bid form by initialing and dating where indicated.
3. **Responsible Contractor** - No construction contract in excess of \$50,000 will be awarded unless the Bidder is a “responsible contractor” as defined in Minnesota Statute §16C.285, subdivision 3. All Bidders submitting a proposal for this project must verify that they meet the minimum criteria specified in the statute by submitting a Responsible Contractor Verification and Certification of Compliance form (attached). The owner or officer of the company must sign the form under oath verifying compliance with each of the minimum criteria. Making a false statement under oath will render the Bidder or subcontractor that makes the false statement ineligible to be awarded a construction project and may result in termination of a contract awarded to a Bidder or subcontractor that submits a false statement. Bidders must obtain verification of compliance from all subcontractors. Bidders must submit signed copies of verifications and certifications of compliance from subcontractors at the City’s request.

**Please note that the following requirements also apply to this project, and any additional required documents must be submitted prior to award/contract execution. Submitting these documents with your bid will assist in expediting the process.**

1. **Insurance** – Contractor must provide proof of Public Liability and Automobile Liability Insurance with limits not less than \$1,500,000 Single Limit prior to the commencement of work. The City of Duluth must be named as an additional insured. Please refer to the draft Contract, Section 7.
2. **Affidavit of Non-Collusion** – The successful bidder shall be required to execute the attached affidavit stating that he/she has not entered into a collusive agreement with any other person, firm, or corporation in regard to any bid submitted.
3. **Performance & Payment Bonds** – The successful bidder will be required to submit performance and payments bonds in the full amount of the project cost prior to award.
4. **Affirmative Action/EEO** - The contractor must take affirmative action to ensure that the employees and applicants for employment are not discriminated against because of their race, color, creed, sex or national origin, and must meet the affirmative action goals. Contractors are encouraged to subcontract

with Disadvantaged Business Enterprises (DBEs) when possible. A current list of certified DBEs is available on the Minnesota Unified Certification website at <http://mnucp.metc.state.mn.us> . Contractor will comply with all applicable Equal Employment Opportunity laws and regulations. Awarded contractor will submit the attached Equal Employment Opportunity (EEO) Affirmative Action Policy Statement & Compliance Certificate.

5. **Project Labor Agreement (PLA)** - A PLA will be required for any bid that is over or could virtually go over \$150,000. A copy of the City standard PLA is included in this package.

6. **Out of State Contractor** - Unless a State of Minnesota Certificate of Exemption is provided, any out-of-state bidder receiving a bid award will have 8% retained from invoice payments on any contracts over \$50,000. Contractors must submit a signed copy of the exemption form when submitting Payment and Performance Bonds. This form may be found at the following web address: [http://www.revenue.state.mn.us/Forms\\_and\\_Instructions/sde.pdf](http://www.revenue.state.mn.us/Forms_and_Instructions/sde.pdf)

7. **Prevailing Wage** - Not less than the minimum salaries and prevailing wages as set forth in the contract documents must be paid on this project.

The City of Duluth is an Equal Opportunity Employer. Contractor shall comply with all applicable Equal Employment Opportunity laws and regulations.

CITY OF DULUTH

A handwritten signature in black ink, appearing to read 'Amanda Ashbach', written in a cursive style.

Amanda Ashbach  
Purchasing Agent

## BID FORM

ITEM	PRICE
EXHIBIT A	\$
-	\$
-	\$
<b>TOTAL</b>	\$

TOTAL PRICE IN WRITING \_\_\_\_\_

### ACKNOWLEDGMENT OF ADDENDA

ADDENDUM #	DATE
ADDENDUM #	DATE
ADDENDUM #	DATE
ADDENDUM #	DATE

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name/Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Tel. \_\_\_\_\_

If your organization is certified as a disadvantaged business enterprise, please check here - ☐

**EXHIBIT A**

Bid # 2016-0255

Project # 1524

2016 Michigan Street Utility Reconstruction from 3rd Avenue West to 6th Avenue West

Item No.	Spec. No.	Description		Unit	Est. Qty	Unit Price	Total Price
1	2021.501	MOBILIZATION		LUMP SUM	1.00		
2	2104.501	REMOVE GAS MAIN		LIN FT	120		
3	2104.501	REMOVE WATER MAIN	(P)	LIN FT	950		
4	2104.505	REMOVE BITUMINOUS PAVEMENT	(P)	SQ YD	816		
5	2104.505	REMOVE CONCRETE PAVEMENT	(P)	SQ YD	2 139		
6	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)		LIN FT	1 884		
7	2104.601	REMOVE EXISTING STEAM MAIN		LUMP SUM	1		
8	2105.501	COMMON EXCAVATION	(P)	CU YD	1 031		
9	2105.522	SELECT GRANULAR BORROW MOD 7% (CV)	(P)	CU YD	713		
10	2211.503	AGGREGATE BASE (CV) CLASS 5	(P)	CU YD	328		
11	2301.504	CONCRETE PAVEMENT 8.0"	(P)	SQ YD	2 955		
12	2301.538	DOWEL BAR		EACH	1 496		
13	2301.602	DRILL & GROUT DOWEL BAR (EPOXY COATED)		EACH	153		
14	2301.602	DRILL & GROUT REINF BAR (EPOXY COATED)		EACH	990		
15	2301.602	NO. 4 REINF TIE BAR (EPOXY COATED)		EACH	352		
16	2451.521	GRANULAR BACKFILL (CV)	(P)	CU YD	1 425		
17	2503.603	10" STEEL CASING PIPE		LIN FT	21		
18	2504.601	TEMPORARY WATER SERVICE SYSTEM		LUMP SUM	1		
19	2504.602	RECONNECT WATER SERVICE		EACH	16		
20	2504.602	CONNECT TO EXISTING WATER MAIN		EACH	2		
21	2504.602	INSTALL 20" X 2" TAPPING TEE W/ELECTROFUSION SADDLE		EACH	5		
22	2504.602	INSTALL 20" X 6" TAPPING TEE W/ELECTROFUSION SADDLE		EACH	16		
23	2504.602	INSTALL 20" X 8" TAPPING TEE W/ELECTROFUSION SADDLE		EACH	1		
24	2504.602	20" BUTTERFLY VALVE AND BOX		EACH	5		
25	2504.602	2" CURB STOP AND BOX		EACH	4		
26	2504.602	6" GATE VALVE AND BOX		EACH	16		
27	2504.602	8" GATE VALVE AND BOX		EACH	1		
28	2504.602	WATER TRACER BOX		EACH	24		
29	2504.602	VALVE BOX EXTENSION		EACH	3		
30	2504.602	STEAM CROSSING INSULATION		EACH	3		
31	2504.603	2" HDPE SDR 11 SERVICE PIPE		LIN FT	25		
32	2504.603	20" DIPS HDPE WATER MAIN SDR 11		LIN FT	950		
33	2505.601	GAS MAIN (6" PE SDR 11.5)		LIN FT	960		
34	2505.601	6" PE GAS VALVE AND BOX		EACH	2		
35	2505.602	RECONNECT TO EXISTING GAS MAIN		EACH	2		
36	2506.516	CASTING ASSEMBLY		EACH	7		
37	2550.602	CONNECT INTO EXISTING ELECTRICAL MANHOLE		EACH	8		
38	2550.602	REPAIR ELECTRICAL MANHOLE - TYPE A		LUMP SUM	1		
39	2550.602	REPAIR ELECTRICAL MANHOLE - TYPE B		LUMP SUM	1		
40	2550.602	REPAIR ELECTRICAL MANHOLE - TYPE C		LUMP SUM	1		
41	2550.602	REPAIR ELECTRICAL MANHOLE - TYPE D		LUMP SUM	1		
42	2550.603	DUCT BANK	(P)	LIN FT	849		
43	2550.603	INSTALL PRECAST DUCT BANK	(P)	LIN FT	48		
44	2563.601	TRAFFIC CONTROL		LUMP SUM	1		
45	2573.530	STORM DRAIN INLET PROTECTION		EACH	18		
46	2573.533	SEDIMENT CONTROL LOG TYPE ROCK		LIN FT	36		
47	2582.502	12" SOLID LINE WHITE - EPOXY		LIN FT	60		
48	2599.601	INSTALL NEW HWS & HWR MAINS		LUMP SUM	1		
49	2599.601	INSTALL NEW STEAM MAIN		LUMP SUM	1		

Initial: \_\_\_\_\_

**GRAND TOTAL:** \_\_\_\_\_

**ATTACHMENT A  
PRIME CONTRACTOR RESPONSE**

**RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE**

**CITY PROJECT NUMBER: 1524 – 2016 MICHIGAN STREET UTILITY REPLACEMENTS**

**This form includes changes by statutory references from the Laws of Minnesota 2015, chapter 64, sections 1-9. This form must be submitted with the response to this solicitation. A response received without this form, will be rejected.**

<p>Minn. Stat. § 16C.285, Subd. 7. <b>IMPLEMENTATION.</b> ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...</p>	
<p>Minn. Stat. § 16C.285, Subd. 3. <b>RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.</b> "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:</p>	
(1)	<p>The Contractor:</p> <ul style="list-style-type: none"><li>(i) is in compliance with workers' compensation and unemployment insurance requirements;</li><li>(ii) is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;</li><li>(iii) has a valid federal tax identification number or a valid Social Security number if an individual; and</li><li>(iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.</li></ul>
(2)	<p>The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:</p> <ul style="list-style-type: none"><li>(i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;</li><li>(ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final;</li><li>(iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;</li><li>(iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;</li><li>(v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or</li><li>(vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*</li></ul>



(3)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*
(4)	The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
(5)	The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;*
	* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
(6)	The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and
(7)	All subcontractors and motor carriers that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. § 16C.285, Subd. 5. <b>SUBCONTRACTOR VERIFICATION.</b>	
<p>A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.</p> <p>If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.</p> <p>A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.</p> <p>Subd. 5a. <b>Motor carrier verification.</b> A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.</p>	

Minn. Stat. § 16C.285, Subd. 4. **VERIFICATION OF COMPLIANCE.**

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation document.

A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).

**CERTIFICATION**

**By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:**

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285, and**
- 2) if my company is awarded a contract, I will submit Attachment A-1 prior to contract execution, and**
- 3) if my company is awarded a contract, I will also submit Attachment A-2 as required.**

**Authorized Signature of Owner or Officer:**

**Printed Name:**

**Title:**

**Date:**

**Company Name:**

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.

**ATTACHMENT A-1**

**FIRST-TIER SUBCONTRACTORS LIST**

**SUBMIT PRIOR TO EXECUTION OF A CONSTRUCTION CONTRACT**

**CITY PROJECT NUMBER: 1524 – 2016 MICHIGAN STREET UTILITY REPLACEMENTS**

Minn. Stat. § 16C.285, Subd. 5. A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

<b>FIRST TIER SUBCONTRACTOR NAMES*</b> <b>(Legal name of company as registered with the Secretary of State)</b>	<b>Name of city where company home office is located</b>

\*Attach additional sheets as needed for submission of all first-tier subcontractors.

<b>SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-1</b>	
<b>By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:</b>  <b>All first-tier subcontractors listed on attachment A-1 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.</b>	
<b>Authorized Signature of Owner or Officer:</b>	<b>Printed Name:</b>
<b>Title:</b>	<b>Date:</b>
<b>Company Name:</b>	

**ATTACHMENT A-2**

**ADDITIONAL SUBCONTRACTORS LIST**

**PRIME CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE ADDED TO THE PROJECT**

**CITY PROJECT NUMBER:** 1524 – 2016 MICHIGAN STREET UTILITY REPLACEMENTS

This form must be submitted to the Project Manager or individual as identified in the solicitation document.

Minn. Stat. § 16C.285, Subd. 5. ... If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors. ...

<b>ADDITIONAL SUBCONTRACTOR NAMES*</b> <b>(Legal name of company as registered with the Secretary of State)</b>	<b>Name of city where company home office is located</b>

\*Attach additional sheets as needed for submission of all additional subcontractors.

<b>SUPPLEMENTAL CERTIFICATION FOR ATTACHMENT A-2</b>	
<b>By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:</b>  <b>All additional subcontractors listed on Attachment A-2 have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.</b>	
<b>Authorized Signature of Owner or Officer:</b>	<b>Printed Name:</b>
<b>Title:</b>	<b>Date:</b>
<b>Company Name:</b>	

NOTICE TO BIDDERS  
SUSPENSIONS/DEBARMENTS

January 15, 2016  
Page 1 of 3

**DEPARTMENT OF TRANSPORTATION**

**NOTICE OF SUSPENSION**

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be suspended for a period of six (6) months, effective January 14, 2016 until July 14, 2016:

- Jeffrey and Laurie Plzak doing business as Fibertech Incorporated<sup>1</sup>, and its affiliates, Loretto, MN

**NOTICE OF DEBARMENT**

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective May 6, 2013 until May 6, 2016:

- Gary Francis Bauerly and his affiliates, Rice, MN
- Gary Bauerly, LLC and its affiliates, Rice, MN
- Watab Hauling Co. and its affiliates, Rice, MN

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective September 17, 2014 until September 17, 2017:

- Jeffrey Plzak and his affiliates, Loretto, MN
- Laurie Plzak and her affiliates, Loretto, MN
- Honda Electric Incorporated and its affiliates, Loretto, MN
- Jeffrey and Laurie Plzak doing business as Honda Electric Logistics, and its affiliates, Loretto, MN

**NOTICE IS HEREBY GIVEN** that MnDOT has ordered that the following vendors be debarred for a period of three (3) years, effective January 12, 2015 until January 12, 2018:

- Marlin Dahl, Granada, MN
- Dahl Trucking, Elmore, MN
- Elmore Truck and Trailer, Inc., Elmore, MN

Minnesota Statute section 161.315 prohibits the Commissioner, counties, towns, or home rule or statutory cities from awarding or approving the award of a contract for goods or services to a person who is suspended or debarred, including:

- 1) any contract under which a debarred or suspended person will serve as a subcontractor or material supplier,
- 2) any business or affiliate which the debarred or suspended person exercises substantial influence or control, and
- 3) 3) any business or entity, which is sold or transferred by a debarred person to a relative or any other party over whose actions the debarred person exercises substantial influence or control, remains ineligible during the duration of the seller's or transfer's debarment.

<sup>1</sup> This notice refers only to Fibertech Incorporated of Loretto, Minnesota and is not to be confused with any other businesses not controlled by Jeffrey and Laurie Plzak, including: FiberTech of Parkers Prairie, Minnesota; Fiber Tech Productions of Nisswa, Minnesota; Fiber Technologies Solutions of Georgia; or Fiber-Tech Industries of Cadillac, Michigan.

**NOTICE TO BIDDERS  
SUSPENSIONS/DEBARMENTS**

January 15, 2016  
Page 2 of 3

**DEPARTMENT OF ADMINISTRATION**

As of the date of this notice and in accordance with Minnesota Rules 1230.1150, the Minnesota Department of Administration has debarred and disqualified the following persons and businesses from entering into or receiving a State of Minnesota contract:

<b>NAME</b>	<b>DATE OF SUSPENSION</b>
Devos, Ltd. d/b/a Guaranteed Returns Dean Volkes, Donna Fallon & Ronald Carlino 100 Colin Drive Holbrook, NY	December 5, 2014 through December 31, 2099
<b>NAME</b>	<b>DATE OF DEBARMENT</b>
Best Electric Thomas Clifton and Earl Standafer 9909 S. Shore Drive #155 Plymouth, MN 55441	May 22, 2015 through May 21, 2018 (eligible for reinstatement on May 21, 2019)
Best Used Trucks of Minnesota, Inc. Jason W. Leas 635 Marin Avenue Crookston, MN 56716	Nov. 20, 2012 through Nov. 20, 2015 (eligible for reinstatement on Nov. 20, 2016)
C & S Electric, Inc. Thomas Clifton and Earl Standafer 9909 S. Shore Drive #155 Plymouth, MN 55441	May 22, 2015 through May 21, 2018 (eligible for reinstatement on May 21, 2019)
Dahl Trucking Marlin Dahl 305 Highway 169 South Elmore, MN 56027	Aug.19, 2014 through January 12, 2018
Elmore Truck and Trailer Repair, Inc. Marlin Dahl 305 Highway 169 South Elmore, MN 56027	Aug.19, 2014 through Jan. 12, 2018 (eligible for reinstatement on Jan. 12, 2019)
Groundscape Maintenance, Inc. Rob Sievers 1160 County Road 83 Maple Plain, MN 55359	February 19, 2015 through February 19, 2016 (eligible for reinstatement February 19, 2017)
Honda Electric, Inc. Jeffrey and Laurie Plzak 5075 Nielsen Circle, P.O. Box 236 Loretto, MN 55357	July 24, 2014 through July 23, 2017 (eligible for reinstatement on July 23, 2018)
McCaa, Webster & Associates, Inc. Sammie McCaa 2751 Hennepin Avenue South, #301 Minneapolis, MN 55408-1002	May 1, 2014 through April 30, 2015 (eligible for reinstatement on April 30, 2016)
MG Carlson Construction Company, Inc. Martin Gerald Carlson 701 East First Street Fort Worth, TX 76102-3276	Sept. 5, 2014 through October 5, 2015 (eligible for reinstatement on April 5, 2016)
Ocuture, LLC 11930 Camby Park Drive Houston, TX 77047	Dec. 15, 2014 through Dec. 15, 2015 (eligible for reinstatement Dec. 15, 2016)
Ramco Heating and Air Conditioning Mark and Cheryl Ramquist 605 Ash Street Downing, WI 54734	March 11, 2015 through March 11, 2017 (eligible for reinstatement March 11, 2017)

NOTICE TO BIDDERS  
SUSPENSIONS/DEBARMENTS

January 15, 2016  
Page 3 of 3

St. Cloud Lawn & Landscaping, Inc. Pat Murphy 10602 County Road 2 Brainerd, MN 56401	February 20, 2015 through February 20, 2016 (eligible for reinstatement on Feb. 20, 2017)
TAC Construction Solutions, Inc. Christina Woods 31767 Deacons Way Pequot Lakes, MN 56472	August 19, 2014 through August 19, 2016 (eligible for reinstatement on August 19, 2017)
Watab Hauling Co. Gary Francis Bauerly 9695 Deerwood Rd. NE Rice, MN 56367	Jan. 14, 2013 through Jan. 14, 2016 (eligible for reinstatement on Jan. 14, 2017)

Minnesota Administrative Rule part 1230.1150, subpart 6 requires the Materials Management Division to maintain a master list of all suspensions and debarments. The master list must retain all information concerning suspensions and debarments as a public record for at least three (3) years following the end of a suspension or debarment. Refer to the following website for the master list:  
<http://www.mmd.admin.state.mn.us/debarredreport.asp>.

If the project is financed in whole or in part with federal funds, refer to the following website for vendors debarred by federal government agencies: <http://sam.gov>.

This list does not include preclusion actions taken by cities, counties or local authorities. Consult local authorities to ensure that contractors, subcontractors and materials suppliers are not currently suspended or debarred.

# DATA FOR LABOR COST BIDDING

## NOTE:

Wage Decisions are subject to change due to lock-in rules and revisions near the bid opening.

Project No.: 1524

Name: 2016 Michigan Street Utility Replacements from 3<sup>rd</sup> Avenue  
West to 6<sup>th</sup> Avenue West

City Project Manager: Howard Smith, P.E.

Bid Opening Date: March 17, 2016

This project is funded by:

City of Duluth

The base workweek may be:

Five 8-hour days OR four 10-hour days with OT after each  
AND  
OT after 40 hours per week

The project DOES contain a project labor agreement (PLA).

Should a project contain a project labor agreement:

- 1) Union scale may **not** be reflected in the prevailing wage schedule(s)
- 2) Note Article II Section 10 for trucking labor costs

### City of Duluth funding only:

Each certified payroll must indicate the base workweek on the accompanying MnDOT Statement of Compliance form and beside each employee's name when his/her hours differ from the normal base workweek, if applicable.

### OVERTIME REQUIREMENTS:

**For projects funded by the City of Duluth: overtime must be paid on daily hours worked in excess of the base daily hours.** Contractors (including sub-contractors) are not allowed to pay overtime solely on hours in excess of forty per week.

**The overtime rate must be paid at NO LESS than the rate of pay as established in the project's wage decision multiplied by one and one-half OR the base rate the employee is being paid if it is higher than the wage decision base rate.**

Project Prevailing Wage Decision: U S DOL Heavy General Decision MN160105 Dated 1/08/2016



General Decision Number: MN160105 01/08/2016 MN105

Superseded General Decision Number: MN20150105

State: Minnesota

Construction Type: Heavy

County: St Louis County in Minnesota.

#### HEAVY CONSTRUCTION PROJECTS

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.15 for calendar year 2016 applies to all contracts subject to the Davis-Bacon Act for which the solicitation was issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.15 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2016. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at [www.dol.gov/whd/govcontracts](http://www.dol.gov/whd/govcontracts).

Modification Number	Publication Date
0	01/08/2016

BOIL0647-004 01/01/2013

	Rates	Fringes
BOILERMAKER.....	\$ 32.40	25.37

\* CARP0361-020 05/01/2015

ST LOUIS COUNTY (Southern 1/3 including Cotton, Floodwood, Fond Du Lac, and Proctor)

	Rates	Fringes
CARPENTER (Including Form Work).....	\$ 34.11	17.08

\* CARP0361-021 05/01/2015

ST LOUIS (Duluth)

	Rates	Fringes
CARPENTER (Including Form Work).....	\$ 34.11	17.08

-----  
\* CARP0606-010 05/01/2015

ST LOUIS COUNTY (Northeast 2/3 including Cook, Cusson, Ely; and  
Western part including Chisholm, Greaney, and Orr)

	Rates	Fringes
CARPENTER (Including Form Work).....	\$ 34.11	17.08

-----

ELEC0242-012 06/01/2014

ST. LOUIS (South part bounded on the north by the north line of  
Kelsey Township extended east & west)

	Rates	Fringes
ELECTRICIAN.....	\$ 32.54	24.07

-----

ELEC0294-006 05/31/2015

ST. LOUIS (North part bounded on the south by the south line of  
Ellsburg Township, extended east & west)

	Rates	Fringes
ELECTRICIAN.....	\$ 34.68	61.54%

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ENGI0049-064 05/01/2015

	Rates	Fringes
OPERATOR: Power Equipment		
Group 2.....	\$ 33.78	17.90
Group 3.....	\$ 33.23	17.90
Group 4.....	\$ 32.93	17.90
Group 5.....	\$ 29.89	17.90
Group 6.....	\$ 28.68	17.90

#### POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 2: Crane with over 135' Boom, excluding jib; Dragline  
& Hydraulic Backhoe with shovel-type controls, 3 cubic  
yards and over; Grader/Blade finishing earthwork and  
bituminous.

GROUP 3: Dragline & Hydraulic Backhoe with shovel-type  
controls up to 3 cubic yards; Loader 5 cu yd and over;  
Mechanic; Tandem Scraper; Truck Crane; Crawler Crane

GROUP 4: Bituminous Roller 8 tons & over; Crusher/Crushing Plant; Drill Rig; Elevating Grader; Loader over 1 cu yd; Grader; Pump; Scraper up; to 32 cu yd; Farm Tractor with Backhoe attachment; Skid Steer Loader over 1 cu yd with Backhoe attachment; Bulldozer over 50 hp.

GROUP 5: Bituminous Roller under 8 tons; Bituminous Rubber Tire Roller; Loader up to 1 cu yd; Bulldozer 50 hp or less.

GROUP 6: Oiler; Self-Propelled Vibrating Packer 35 hp and over.

CRANE OVER 135' BOOM, EXCLUDING JIB - \$ .25 PREMIUM;  
CRANE OVER 200' BOOM, EXCLUDING JIB - \$ .50 PREMIUM

UNDERGROUND WORK:  
UNNELS, SHAFTS, ETC. - \$ .25 PREMIUM  
UNDER AIR PRESSURE - \$ .50 PREMIUM

HAZARDOUS WASTE PROJECTS (PPE Required):  
LEVEL A - \$1.25 PREMIUM  
LEVEL B - \$ .90 PREMIUM  
LEVEL C - \$ .60 PREMIUM

-----  
IRON0512-028 05/01/2015

	Rates	Fringes
IRONWORKER, STRUCTURAL AND REINFORCING.....	\$ 31.04	23.45

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LABO1091-006 05/01/2014

ST LOUIS (South of T. 55 N)

	Rates	Fringes
LABORERS		
(1) Common or General.....	\$ 26.97	16.21
(2) Mason Tender		
Cement/Concrete.....	\$ 27.17	16.21
(6) Pipe Layer.....	\$ 29.47	16.21

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LABO1091-007 05/01/2014

SOUTHERN ST. LOUIS COUNTY

	Rates	Fringes
LABORER		
Common or General (Natural Gas Pipeline only).....	\$ 26.97	16.21

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LABO1097-002 05/01/2014

NORTHERN ST. LOUIS COUNTY

	Rates	Fringes
LABORER		
Common or General (Natural		
Gas Pipeline only).....	\$ 25.02	18.16

-----  
LABO1097-005 05/01/2014

ST LOUIS (North of T. 55 N)

	Rates	Fringes
LABORERS		
(1) Common or General.....	\$ 25.02	18.16
(2) Mason Tender		
Cement/Concrete.....	\$ 25.22	18.16
(6) Pipe Layer.....	\$ 27.52	18.16

-----  
PLAS0633-036 05/01/2012

ST. LOUIS COUNTY (North of T 55N)

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 26.71	14.64

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PLAS0633-039 05/01/2012

ST. LOUIS COUNTY (South of T 55N)

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 32.78	16.80

-----  
TEAM0160-018 05/01/2015

	Rates	Fringes
TRUCK DRIVER (DUMP)		
(1) Articulated Dump Truck..	\$ 28.70	15.20
(2) 3 Axles/4 Axles; 5		
Axles receive \$0.30		
additional per hour.....	\$ 28.15	15.20
(3) Tandem Axles; & Single		
Axles.....	\$ 28.05	15.20

-----  
SUMN2009-072 09/28/2009

	Rates	Fringes
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LABORER: Landscape.....\$ 12.88 4.61

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

#### Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

#### Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all

rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

#### Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

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#### WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal

process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

## AFFIDAVIT AND INFORMATION REQUIRED OF BIDDERS

Affidavit of Non-Collusion:

I hereby swear (or affirm) under penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder independently and have been submitted without collusion with and without agreement, understanding, or planned common course of action with any other vendor or materials, supplied, equipment or services described in the invitation to bid, designed to limit independent bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

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

Firm Name:\_\_\_\_\_

Subscribed and sworn to me before this\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

NOTARY PUBLIC\_\_\_\_\_

My commission expires:\_\_\_\_\_

Bidder's E.I. Number\_\_\_\_\_

(Number used on employer's quarterly Federal Tax return)



**EQUAL EMPLOYMENT OPPORTUNITY (EEO) AFFIRMATIVE ACTION  
POLICY STATEMENT & COMPLIANCE CERTIFICATE**

**TO:** City of Duluth, Minnesota for (PROJECT NUMBER & DESCRIPTION) 1524 – 2016 Michigan Street  
Utility Reconstruction from 3<sup>rd</sup> Avenue West to 6<sup>th</sup> Avenue West

---

**FROM:** \_\_\_\_\_

\_\_\_\_\_  
(FIRM's name, address, telephone number)

**A) Employment:** It is the policy of the above named FIRM to afford equal opportunity for employment to all individuals regardless of race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance and/or disability. The FIRM will take affirmative action to ensure that we will: (1) recruit, hire, and promote all job classifications without regard to race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, and/or disability, except where sex is a bona fide occupational qualification; (2) base decisions on employment so as to further the principle of equal employment opportunity; (3) ensure that promotion decisions are in accord with the principles of equal employment opportunity by imposing only valid requirements for promotional opportunities; (4) ensure that all personnel actions such as compensation, benefits, transfers, layoffs, return from layoff, FIRM sponsored training, education tuition assistance, social and recreational programs will be administered without regard to race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, and/or disability. The FIRM also intends full compliance with Veteran affirmative action requirements. Additionally, minority and female employees shall be encouraged to participate in all FIRM activities and refer applicants.

I have designated (name) \_\_\_\_\_ to direct the establishment of and to monitor the implementation of personnel procedures to guide the FIRM's affirmative action program. Where PROJECTS exceed \$500,000, this official shall also serve as the liaison officer that administers the FIRM's "Minority Business Enterprise Program." This official is charged with designing and implementing audit and reporting systems that will keep management informed on a monthly basis of the status of the equal opportunity area.

Supervisors have been made to understand that their work performance is being evaluated on the basis of their equal opportunity efforts and results, as well as other criteria. It shall be the responsibility of the FIRM and its supervisors to take actions to prevent harassment of employees placed through affirmative action efforts.

**B) Reports:** Unless exempted by law and regulation, the FIRM shall make available and file those reports related to equal opportunity as may be required by the City of Duluth and State and Federal compliance agencies. Requirements and Reports are defined in 41CFR60 "Compliance Responsibility for Equal Opportunity" published by the U. S. Department of Labor which is incorporated herein by reference. Additional requirements are defined in various State and Federal Civil Rights Legislation and Rules promulgated thereunder.

**C) Nonsegregated Facilities:** The FIRM certifies that it does not maintain or provide for its employees any segregated facilities at any of its establishments and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The FIRM certifies that it will not maintain or provide for its employees any segregated facilities at any of its establishments and that it will not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The FIRM agrees that a breach of this

certification is a violation of the Equal Opportunity Clause in this certificate. As used in this Certification, the term “segregated facilities” means any waiting rooms, work area, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation for entertainment area, transportation, and housing facilities provided for employees which are segregated by explicit directive or are, in fact, segregated on the basis of race, color, religion, or national origin, because of habit, local custom, or otherwise.

- D) Affirmative Action Compliance Program:** Unless exempted by regulation and law, the FIRM—if the FIRM has 50 or more employees and if the value of current contracts with the City of Duluth exceeds \$50,000—shall prepare and maintain a written affirmative action compliance program that meets the requirement as set forth in 41CFR60.
- E) Non-Compliance:** The FIRM certifies that it is not currently in receipt of any outstanding letters of deficiencies, show cause, probable cause, or other such notification of non-compliance with EEO Laws and Regulations.
- F) Employment Goals - “Construction” Projects:** It shall be the goal of the FIRM if the PROJECT is of a construction nature that in all on-site employment generated that no less than 3% of the on-site workforce will be minority employees and that no less than 7% of the on-site workforce will be female employees. Further, it is the goal of the FIRM if the PROJECT is of a construction nature that in all on-site employment generated that no less than 3% of the work hours generated shall be worked by minority employees and that no less than 7% of the work hours generated shall be worked by female employees.
- G) Subcontractors:** The FIRM will for all its PROJECT subcontractors regardless of tier (unless exempted by law and regulation) that received in excess of \$2,500 require that: (1) the subcontractor shall execute an “EEO Statement and Certification” similar in nature to this “Statement and Certification”, (2) said documentation to be maintained on file with the FIRM or subcontractor as may be appropriate.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by:

\_\_\_\_\_  
Printed name and title

\_\_\_\_\_  
Signature

**NOTE:** In addition to the various remedies prescribed for violation of Equal Opportunity Laws, the penalty for false statements is prescribed in 18 U.S.C. 1001.



CITY OF DULUTH  
PERFORMANCE BOND

KNOW ALL MEN BY

THESE PRESENTS: That we:

\_\_\_\_\_  
(contractor's name)  
(hereinafter called the "Contractor") located at: \_\_\_\_\_

\_\_\_\_\_  
(contractor's address)

and \_\_\_\_\_  
(surety's name)

(a corporation holding a certificate of the Insurance Commissioner of the State of Minnesota showing that it is authorized to contract as a surety, hereinafter called the "Surety") located at:

\_\_\_\_\_  
(surety's address)

are held and firmly bound unto the City of Duluth (hereinafter called the "Owner"), in the penal sum of \_\_\_\_\_

Dollars (\$\_\_\_\_\_) for the payment of which we bind ourselves, our heirs, executors and administrators, successors and assigns, for the faithful performance of a written contract for the purpose of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

according to plans, profiles, and specifications thereto annexed. A copy of that contract is incorporated herein by reference and is made a part hereof as if fully copied herein.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH That,

- A) If the Contractor shall in all respects comply with the terms and conditions of the Contract (which includes the contract documents) and such alterations as may be made in said contract as documents therein provide for, and shall complete the contract in accordance with its terms,
- B) If the Contractor shall indemnify, defend and save harmless the owner from all costs, expenses, damages, injury or conduct, want or care or skill, negligence or default, including patent infringement on the part of the Contractor, agents or employees, in the execution or performance of the contract,
- C) If the Contractor shall indemnify the owner for all costs that may accrue on account of the

enforcing of the terms of the bond, if action is brought on the bond, including reasonable attorney's fees, in any case where such action is successfully maintained,

D) If the Contractor shall comply with all laws pertaining to doing the work under the contract,

Then, this obligation shall be void; the Contractor and Surety jointly and severally agree to pay to the Owner any difference between the sum to which the Contractor will be entitled on the completion of the contract and that which the Owner may be obliged to pay for the completion of the work by contract or otherwise, and any damages, direct or indirect, or consequential, which the Owner may sustain on account of the work, or on account of the failure of the Contractor to properly and in all things, keep and execute all of the provisions of the Contract, provided however that Surety's liability to pay damages is limited to the amount of the Performance Bond as set forth above.

And, the said Contractor and Surety hereby further bind themselves, their successors, executors, administrators and assigns, jointly and severally, that they will employ and fully protect the said Owner against and will pay any and all amounts, damages, costs and judgements which may be recovered against or which the Owner may be called upon to pay to any person or corporation by reason of any damage arising from the performance of said work, repair or maintenance thereof, or the manner of doing the same, or the neglect of the said Contractor or his agents or servants, or the improper performance of the said work by the Contractor or his agents or servants, or the infringements of any patent rights by reason of the use of any material furnished or work done, as aforesaid, or otherwise. For the purpose of this paragraph, a subcontractor shall be deemed to be the agent or employee of the Contractor to the extent of his subcontract.

The Contractor and the Sureties do hereby expressly waive any objection that might be interposed as to the right of the Owner to require a bond containing the foregoing provisions, and they do hereby further expressly waive any defense which they or either and any of them might interpose to an action brought hereon by any person, firm, or corporation, including subcontractors, materialmen and third persons, for work, labor, services, supplies or material performed, rendered or furnished as aforesaid, upon the ground that there is no law authorizing the Owner to require the foregoing provisions to be placed in this bond.

And the Surety, for value received, hereby stipulates and agrees that the obligations of the Surety and this bond shall in no way be impaired or affected by any extension of time, modification, omission, addition or change in or to the contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provision thereof, or by any assignment, subletting or other transfer thereof, or of any part thereof, or of any work to be performed, or of any moneys due or to become due thereunder; and

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

By \_\_\_\_\_  
Attorney-in-Fact

## Page 3 of 4

County of St. Louis )

This instrument was acknowledged before me on \_\_\_\_\_  
by \_\_\_\_\_.

Notary Seal

\_\_\_\_\_  
Notary Public

State of Minnesota )

) ss. Principal – Corporate or Partnership

County of St. Louis )

This instrument was acknowledged before me on \_\_\_\_\_  
by \_\_\_\_\_ as \_\_\_\_\_  
of \_\_\_\_\_.

Notary Seal

\_\_\_\_\_  
Notary Public

State of Minnesota )

) ss. Surety

County of St. Louis )

Be It Known, That on this \_\_\_\_\_ day of \_\_\_\_\_ A. D., 20\_\_\_\_, came before me personally  
\_\_\_\_\_, to me personally known, who being  
by me duly sworn, did say that he/she is the \_\_\_\_\_(title) of  
\_\_\_\_\_

the above named corporation which executed the foregoing bond as surety; that the seal affixed to the foregoing  
instrument is the corporate seal of said corporation; that said instrument was executed in behalf of said corporation, by  
authority of its Board of Directors; that said corporation hold a certificate of the Insurance Commissioner of the State of  
Minnesota showing that it is authorized to contract as a surety; and said  
\_\_\_\_\_

acknowledged said instrument to be the free act and deed of said corporation.

Notary Seal

\_\_\_\_\_  
Notary Public

**APPROVED AS TO FORM, CORRECTNESS AND VALIDTY HEREOF**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Assistant City Attorney Duluth MN

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Finance Director Duluth MN



**CITY OF DULUTH**  
**PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENTS: That we:

\_\_\_\_\_  
(contractor's name)  
(hereinafter called the "Contractor") located at: \_\_\_\_\_

\_\_\_\_\_  
(contractor's address)

and \_\_\_\_\_  
(surety's name)

(a corporation holding a certificate of the Insurance Commissioner of the State of Minnesota showing that it is authorized to contract as a surety, hereinafter called the "Surety") located at:

\_\_\_\_\_  
(surety's address)

are held and firmly bound unto the City of Duluth (hereinafter called the "Owner"), for the benefit of persons furnishing labor and materials for the contract set forth below, in the penal sum of

\_\_\_\_\_  
Dollars (\$\_\_\_\_\_) for the payment of which we bind ourselves, our heirs, executors and administrators, successors and assigns, for the payment of all labor and materials supplied by any person in the performance of a written contract for the purpose of:

\_\_\_\_\_  
according to plans, profiles, and specifications thereto annexed. A copy of that contract is incorporated herein by reference and is made a part hereof as if fully copied herein.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH That,

- A) If the Contractor shall make payments, as they may become due, to all persons supplying "labor and materials," as defined in Minnesota Statutes Section 574.26, used directly or indirectly by the Contractor, or his Subcontractor, in the prosecution of the work provided for in the contract,
- B) If the Contractor shall indemnify the owner or other claimant for all costs that may accrue on account of the enforcing of the terms of the bond, if action is brought on the bond, including reasonable attorney's fees, in any case where such action is successfully maintained,

Then, this obligation shall be void; otherwise it shall remain in full force and effect.

And, the said Contractor and Surety agree that in accordance with Minnesota Statutes Section 574.26 not only said City, but any person furnishing "labor and materials," as defined in Minnesota Statutes 574.26, may sue on this bond for their use on account of any sums due them for anything so furnished.

The Contractor and the Sureties do hereby expressly waive any objection that might be interposed as to the right of the Owner to require a bond containing the foregoing provisions, and they do hereby further expressly waive any defense which they or either and any of them might interpose to an action brought hereon by any person, firm, or corporation, including subcontractors, materialmen and third persons, for work, labor, services, supplies or material performed, rendered or furnished as aforesaid, upon the ground that there is no law authorizing the Owner to require the foregoing provisions to be placed in this bond.

And the Surety, for value received, hereby stipulates and agrees that the obligations of the Surety and this bond shall in no way be impaired or affected by any extension of time, modification, omission, addition or change in or to the contract or the work to be performed thereunder, or by any payment thereunder before the time required therein, or by any waiver of any provision thereof, or by any assignment, subletting or other transfer thereof, or of any part thereof, or of any work to be performed, or of any moneys due or to become due thereunder; and the said Surety does hereby waive notice of any and all such extensions, modifications, omissions, additions, changes, payments, waivers, assignments, subcontracts and transfers, and hereby stipulates and agrees that any and all things done and omitted to be done by and in relation to executors, administrators, successors, assignees, subcontractors and other transferees, shall have the same effect as to said Surety as though done or omitted to be done by and in relation to the Contractor.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Name of Principal

\_\_\_\_\_  
By

\_\_\_\_\_  
Name of Surety

By \_\_\_\_\_  
Attorney-in-Fact

## ACKNOWLEDGEMENTS



State of Minnesota) ) ss. Principal – Individual  
County of St. Louis)

This instrument was acknowledged before me on \_\_\_\_\_  
by \_\_\_\_\_.

Notary Seal \_\_\_\_\_  
Notary Public  
State of Minnesota) ) ss. Principal – Corporate or Partnership  
County of St. Louis)

This instrument was acknowledged before me on \_\_\_\_\_  
by \_\_\_\_\_ as \_\_\_\_\_  
of \_\_\_\_\_.

Notary Seal \_\_\_\_\_  
Notary Public  
State of Minnesota) ) ss. Surety  
County of St. Louis)

Be It Known, That on this \_\_\_\_\_ day of \_\_\_\_\_ A. D., 20\_\_\_\_, came before me personally  
\_\_\_\_\_, to me personally known, who being  
by me duly sworn, did say that he/she is the \_\_\_\_\_ (title)  
of \_\_\_\_\_

\_\_\_\_\_  
the above named corporation which executed the foregoing bond as surety; that the seal affixed to the foregoing  
instrument is the corporate seal of said corporation; that said instrument was executed in behalf of said corporation, by  
authority of its Board of Directors; that said corporation hold a certificate of the Insurance Commissioner of the State of  
Minnesota showing that it is authorized to contract as a surety; and said \_\_\_\_\_  
acknowledged said instrument to be the free act and deed of said corporation.

Notary Seal \_\_\_\_\_  
Notary Public

**APPROVED AS TO FORM, CORRECTNESS AND VALIDTY HEREOF**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Assistant City Attorney Duluth MN

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Finance Director Duluth MN

## **City of Duluth**

### **Indemnification & Insurance Requirements**

#### **INDEMNIFICATION CLAUSE**

To the extent allowed by law, Consultant shall defend, indemnify and hold City and its employees, officers, and agents harmless from and against any and all cost or expenses, claims or liabilities, including but not limited to, reasonable attorneys' fees and expenses in connection with any claims resulting from the Consultant's a) breach of this agreement or b) its negligence or misconduct or that of its agents or contractors in performing the Services hereunder or c) any claims arising in connection with Consultant's employees or contractors, or d) the use of any materials supplied by the Consultant to the City unless such material was modified by City and such modification is the cause of such claim. This Section shall survive the termination of this Agreement for any reason.

#### **INSURANCE**

- a. Contractor shall provide the following minimum amounts of insurance from insurance companies authorized to do business in the state of Minnesota, which insurance shall indemnify Contractor and City from all liability described in the paragraph above, subject to provisions of subparagraph below.
  - (1) Worker's compensation in accordance with the laws of the state of Minnesota.
  - (2) Public Liability and Automobile Liability Insurance with limits not less than **\$1,500,000** Single Limit, and twice the limits provided when a claim arises out of the release or threatened release of a hazardous substance; shall be in a company approved by the city of Duluth; and shall provide for the following: Liability for Premises, Operations, Completed Operations, Independent Contractors, and Contractual Liability.
  - (3) City of Duluth shall be named as **Additional Insured** under the Public Liability, Excess/Umbrella Liability\* and Automobile Liability, or as an alternate, Contractor may provide Owners-Contractors Protective policy, naming itself and the City of Duluth. Contractor shall also provide evidence of Statutory Minnesota Worker's Compensation Insurance. Contractor to provide Certificate of Insurance evidencing such coverage with 30-days' notice of cancellation, non-renewal or material change provisions included. The City of Duluth does not represent or guarantee that these types or limits of coverage are adequate to protect the Contractor's interests and liabilities.
  - (4) *An umbrella policy with a "following form" provision is acceptable if written verification is provided that the underlying policy names the City of Duluth as an additional insured.*
  - (4) If a certificate of insurance is provided, the form of the certificate shall contain an unconditional requirement that the insurer notify the City without fail not less than 30 days' prior to any cancellation, non-renewal or modification of the policy or coverages evidenced by said certificate and shall further provide that failure to give such notice to City will render any such change or changes in said policy or coverages ineffective as against the City.
  - (5) **The use of an "Acord" form as a certificate of insurance shall be accompanied by two forms – 1) ISO Additional Insured Endorsement (CG-2010 pre-2004) and 2) Notice of Cancellation Endorsement (IL 7002) or equivalent, as approved by the Duluth City Attorney's Office.**
- b. The insurance required herein shall be maintained in full force and effect during the life of this Agreement and shall protect Contractor, its employees, agents and representatives from claims and damages including but not limited to personal injury and death and any act or failure to act by Contractor, its employees, agents and representatives in the negligent performance of work covered by this Agreement.
- c. Certificates showing that Contractor is carrying the above described insurance in the specified amounts shall be furnished to the City prior to the execution of this Contract and a certificate showing continued maintenance of such insurance shall be on file with the City during the term of this Contract.
- d. The City shall be named as an additional insured on each liability policy other than the workers' compensation policies of the Contractor.
- e. The certificates shall provide that the policies shall not be changed or canceled during the life of this Contract without at least 30 days advanced notice being given to the City.

- f. Contractor shall be required to provide insurance meeting the requirements of this Paragraph unless Contractor successfully demonstrates to the satisfaction of the City Attorney, in the exercise of his or her discretion, that such insurance is not reasonably available in the market. If Contractor demonstrates to the satisfaction of the City Attorney that such insurance is not reasonably available, the City attorney may approve an alternative form of insurance which is reasonably available in the market which he or she deems to provide the highest level of insurance protection to the City which is reasonably available.

PRE-2004 CG 2010

- A. **Section II - Who Is an Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

\*\*\*\*\*

NOTICE OF CANCELLATIONS ENDORSEMENT

IL-7002 (10-90)

All Coverage Parts included in this policy are subject to the following condition: If we cancel this policy for any reason other than non-payment of premium, we will mail advance notice to the person(s) or organization(s) as shown in the Schedule.

Schedule	
Person or Organization (Name and Address)	Advance Notice (Days)
City of Duluth Purchasing Division Room 100 City Hall 411 West First Street Duluth MN 55802	30

# CONTRACTOR & CITY OF DULUTH

THIS AGREEMENT, effective as of the date of attestation by the City Clerk, is made by and between the **CITY OF DULUTH**, a municipal corporation, hereinafter referred to as the "CITY," party of the first part, and **Contractor, address**, hereinafter referred to as the "Contractor," party of the second part;

WITNESSETH: That the Contractor and the City agree as follows:

1. The following shall be deemed to be part of this contract:
  - a. The annexed resolution and legal advertisement of the City Council.
  - b. The bid request and specifications, as modified by irreconcilable language in this written contract.
  - c. The bid by Contractor, as modified by irreconcilable language in this written contract.
  - d. The performance bond and payment bond certification.
  - e. All provisions of law applicable to a contract of this nature.
2. The Contractor agrees to furnish and deliver to the **Department** all labor, supervision, material, equipment, supplies, insurance, performance bond, payment bond and everything else necessary for general construction of **Project** at **location**, all in strict accordance with plans and specifications prepared by **design co. or city architect**, your bid of \$ and **resolution no. passed on date**. Contractor shall not commence performance of any work under this contract until Contractor receives authorization from the City's Purchasing Agent in writing and dated.
3. The City agrees to pay progress payments and make final payments to the Contractor as stated in the contract specifications. The total amount payable under this contract shall not exceed **dollar amount spelled out (\$)** unless the contract is modified by formal amendment or change order. Payments under this Agreement shall be made from the following **funding** and **RQ no**. Due to the dollar amount of this contract, a Project Labor Agreement **is or is not** included as part of this contract (City Code Section 2-29).
4. The Contractor shall furnish and maintain in full force and effect until this contract is completely performed by the Contractor, a performance bond and payment bond if and when required by law, or if and when required by the City.
5. Inasmuch as this contract concerns work, materials and equipment needed for the public benefit, the provisions of this contract relating to the time of performance and completion of work and delivery of materials or equipment are of the essence of this contract.
6. The Contractor will defend, indemnify and save the City harmless from all costs, charges, damages, and loss of any kind that may grow out of the matters covered by this contract.

Said obligation does not include indemnification of the City for claims of liability arising out of the sole negligent or intentional acts or omissions of City but shall include but not be limited to the obligation to defend, indemnify and save harmless the City in all cases where claims of liability against the City arise out of acts or omissions of City which are derivative of the negligence or intentional acts or omissions of Contractor such as, and including but not limited to, the failure to supervise, the failure to warn, the failure to prevent such act or omission by Contractor and any other such source of liability. In addition Contractor will comply with all local, state and federal laws, rules and regulations applicable to this contract and to the work to be done and things to be supplied hereunder.

## 7. Insurance

a. Contractor shall provide the following minimum amounts of insurance from insurance companies authorized to do business in the state of Minnesota, which insurance shall indemnify Contractor and City from all liability described in Paragraph 6 above, subject to provisions below.

- (1) Workers' compensation insurance in accordance with the laws of the State of Minnesota.
- (2) Public Liability and Automobile Liability Insurance with limits not less than **\$1,500,000** Single Limit, and twice the limits provided when a claim arises out of the release or threatened release of a hazardous substance; shall be in a company approved by the city of Duluth; and shall provide for the following: Liability for Premises, Operations, Completed Operations, Independent Contractors, and Contractual Liability.
- (3) City of Duluth shall be named as **Additional Insured** under the Public Liability, Excess/Umbrella Liability\* and Automobile Liability, or as an alternate, Contractor may provide Owners-Contractors Protective policy, naming itself and the City of Duluth. Contractor shall also provide evidence of Statutory Minnesota Workers Compensation Insurance. Contractor to provide Certificate of Insurance evidencing such coverage with 30-days' notice of cancellation, non-renewal or material change provisions included. The City of Duluth does not represent or guarantee that these types or limits of coverage are adequate to protect the Contractor's interests and liabilities.

*\*An umbrella policy with a "following form" provision is acceptable if written verification is provided that the underlying policy names the City of Duluth as an additional insured.*

- (4) If a certificate of insurance is provided, the form of the certificate shall contain an unconditional requirement that the insurer notify the City without fail not less than 30 days' prior to any cancellation, non-renewal or modification of the policy or coverages evidenced by said certificate and shall further provide that failure to give such notice to City will render any such change or changes in said policy or coverages ineffective as against the City.

- (5) The use of an “ACORD” form as a certificate of insurance shall be accompanied by two forms – 1) ISO Additional Insured Endorsement (CG-2010 pre-2004) and 2) Notice of Cancellation Endorsement (IL 7002) or equivalent, as approved by the Duluth City Attorney’s Office.
  - b. The insurance required herein shall be maintained in full force and effect during the life of this Agreement and shall protect Contractor, its employees, agents and representatives from claims and damages including but not limited to personal injury and death and any act or failure to act by Contractor, its employees, agents and representatives in the negligent performance of work covered by this Agreement.
  - c. Certificates showing that Contractor is carrying the above described insurance in the specified amounts shall be furnished to the City prior to the execution of this Contract and a certificate showing continued maintenance of such insurance shall be on file with the City during the term of this Contract.
  - d. Contractor shall be required to provide insurance meeting the requirements of this Paragraph 7 unless Contractor successfully demonstrates to the satisfaction of the City Attorney, in the exercise of his or her discretion, that such insurance is not reasonably available in the market. If Contractor demonstrates to the satisfaction of the City Attorney that such insurance is not reasonably available, the City Attorney may approve an alternative form of insurance which is reasonably available in the market which he or she deems to provide the highest level of insurance protection to the City which is reasonably available.
8. No claim whatsoever shall be made by the Contractor against any officer, agent or employee of the City for, or on account of, anything done, or omitted to be done, in connection with this contract. If this contract is not made in conformity with mandatory provisions of any statute or of the ordinances and charter of the City of Duluth, the Contractor agrees to raise no defense and make no claim against the City on the basis of ratification, laches, estoppel, or implied contract.
9. The Contractor shall not assign, transfer, convey or otherwise dispose of this contract, or his right to execute it, or his right, title or interest in or to it, or any part thereof, without the consent of the City, evidenced by a resolution duly adopted by the City Council. The prohibition contained in this paragraph shall not be deemed to prevent the contractor from subcontracting. Contractor shall remain primarily responsible for all work performed by any subcontractor.
10. The Contractor agrees that in the hiring of common or skilled labor for the performance of any work under this contract, Contractor will not discriminate by reason of race, creed or color, religion, national origin, sex, marital status, status with regard to public assistance, disability or age.
11. The Contractor agrees that Contractor shall not in any manner discriminate against or intimidate or prevent the employment of any person or persons, or on being hired, prevent or conspire to prevent any person or persons from the performance or work under this contract on account of race, creed or color, religion, national origin, sex, marital status, status with regard to public assistance, disability or age.

12. The contractor agrees that, as provided in Minnesota Statutes 16C.05, Subd. 5, contractor's books, records, documents, and accounting procedures and practices are subject to examination by the City or the state auditor for six years from the date of final payment under this contract.
13. This contract may be cancelled or terminated by the City and all moneys due or to become due hereunder may be forfeited for any failure to perform any terms or conditions of this contract including but not limited to any violation of the terms or conditions of Section 10 or 11 of this contract.
14. Any waiver by any party of any provision of this contract shall not imply a subsequent waiver of that or any other provision.
15. This contract is made in the state of Minnesota and shall be construed and interpreted in accordance with the laws of the State of Minnesota. The appropriate venue and jurisdiction for any litigation hereunder shall be in a court located in St. Louis, County, Minnesota, and the parties to this Agreement waive objection to the jurisdiction of this court, whether based on convenience or otherwise.
16. This Agreement constitutes the entire agreement between the City and the Contractor on the subject matter hereof. It may not be changed, modified, discharged or extended except by written instrument duly executed on behalf of the City and the Contractor. The Contractor agrees that no representations or warranties made by the City shall be binding upon the City unless expressed in writing herein.
17. This Agreement shall not be in force and effect, or in any way binding upon the City until the same shall have been approved by the Department Head, signed by the Mayor, attested by the Clerk, and countersigned by the City Auditor.
18. The Contractor unconditionally guarantees to perform all work pursuant to this contract in a good and workmanlike manner, in strict compliance with the specifications and instructions hereto attached, and to the satisfaction of the City of Duluth.
19. This Agreement may be executed in counterparts, each of which shall be deemed to be original and all of which together shall constitute the binding and enforceable agreement of the parties hereto. This Agreement may be executed and delivered by a party by facsimile or PDF transmission, which transmission copy shall be considered an original and shall be binding and enforceable against such party.

Countersigned:

**CITY OF DULUTH-Client**

By

\_\_\_\_\_  
City Auditor  
Approved this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Department Director  
Approved this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
City Clerk  
Attested this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Purchasing Agent  
Approved this \_\_\_\_\_ day of \_\_\_\_\_

**CONTRACTOR/COMPANY**  
**Contractor**

By

\_\_\_\_\_  
Assistant City Attorney  
Approved this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Company Representative

Its

\_\_\_\_\_  
Title of Representative  
Approved this \_\_\_\_\_ day of \_\_\_\_\_



CITY OF DULUTH - PART II -  
SUPPLEMENTARY GENERAL CONDITIONS FOR FEDERALLY, STATE OF MINNESOTA, AND/OR CITY ASSISTED ACTIVITIES  
(revised 4/15/11)

The following conditions take precedence over any conflicting conditions in this Contract.

<u>Section</u>	<u>Title</u>
1	Restrictions on Disbursements, Subcontractors Federal Agency Requirements, Separability, Property
2	Miscellaneous Provisions
3	Definitions
4	Environmental Provisions
5	Contract Compliance
6	Records, Reports and Information, Audits and Inspections
7	Conflict of Interest and Lobbying
8	Labor Standards - Physical Improvement Projects
9	Minnesota Department of Transportation Specification 1960 Partial Payments
10	Housing and Urban Development (HUD) Section 4010
11	Equal Opportunity and Affirmative Action
12	Employment Opportunities - "HUD Section 3"
13	Federal Requirements for Minority/Women Business Enterprises Contract Guidance - MPFA
14	Forms

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**E-Mail Addresses**

**For ease in communication, the e-mail address of the person(s) responsible for preparing certified payroll reports (CPRs) is required from the prime contractor and all subcontractors (regardless of tier). This information will be provided to the project engineer prior to the pre-construction meeting OR with materials required in the Letter of Intent.**

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**Section I**

**Restrictions on Disbursements**

No money under this Contract shall be disbursed by the City to any Contractor except pursuant to a written contract which incorporates the applicable PART II, Supplementary General Conditions for Federally, State of Minnesota, and/or City Assisted Activities, and unless the Contractor is in compliance with the Federal Agency requirements with regard to accounting and fiscal matters to the extent they are applicable.

**Subcontractors**

(A) The Contractor shall include in any subcontract the clauses set forth in the PART II, Supplementary General Conditions for Federally, State of Minnesota and/or City Assisted Activities in their entirety and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

(B) The Contractor shall not subcontract any part of the work covered by this Contract or permit subcontracted work to be further subcontracted without the City's prior written approval of the subcontractors. The City will not approve any subcontractor for work covered by this Contract who is at the time ineligible under the provisions of any applicable regulations issued by a Federal Agency or the Secretary of Labor, United States Department of Labor, to receive an award of such subcontract.

**Federal Agency Requirements**

Unearned payments under this Contract may be suspended or terminated upon refusal to accept any additional conditions that may be imposed by the Federal Agency at any time; or if the grant, if applicable, to the City under which this Contract is made is suspended or terminated.

**Separability**

If any provisions of this Contract is held invalid, the remainder of this Contract shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

**Property**

Acquisition, use, and disposal of all property, materials and goods acquired as a result of activities made possible by this Contract shall be accomplished in accordance with the applicable provisions of Federal Management Circular (FMC)-74-7, as amended.

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**Section 2**

**Miscellaneous Provisions**

(A) **Copyrights.** In the event this Contract results in a book or other copyrightable material, the author is free to copyright the work, but Federal Agency and the City reserve a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, all copyrighted material and all material which can be copyrighted.

(B) **Patents.** Any discovery or invention arising out of or developed in the course of work aided by this Contract shall be promptly and fully reported to the Federal Agency and the City for determination by the Federal Agency as to whether patent protection on such invention or discovery shall be sought and how the rights in the invention or discovery, including rights under any patent issued thereon, shall be disposed of and administered in order to protect the public interests.

(C) **Political Activity Prohibited.** None of the funds, materials, property or services provided directly or indirectly under this Contract shall be used in the performance of this Contract on any partisan political activity, or to further the election or defeat of any candidate for public office.

(D) **Lobbying Prohibited.** None of the funds under this Contract shall be used for publicity or propaganda purposes designed to support or defeat legislation pending before the Congress or the City.

(E) **Prohibition of and Elimination of Lead-Based Paint Hazard.** Notwithstanding any other provision, the Agency and Contractor agree to comply with the regulation issued by the Secretary of Housing and Urban Development set forth in 37 F. R. 22732-3 and all applicable rules and orders issued thereunder which prohibit the use of lead-based paint in residential structures undergoing Federally assisted construction or rehabilitation and require the elimination of lead-based paint hazards. Every contract or subcontract, including paint, pursuant to which such Federally assisted construction or rehabilitation is performed shall include appropriate provisions prohibiting the use of lead-based paint.

(F) **Architectural Barriers Act.** The design for and construction of any facility funded in whole or in part by this Contract shall be in conformance with the American Standard Specification for Making Buildings and Facilities Accessible and Usable by the Physically Handicapped, Number A-117.1-1971, as modified.

(G) **Relocation and Acquisition.** Any relocation or acquisition resulting from activities funded in whole or in part by this Contract shall be in conformance with the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (40 U.S.C. 4601) and the implementing regulations 24CFR Part 42.

(H) **Prohibition Against Payments of Bonus or Commission.** The assistance provided under this Contract shall not be used in the payment of any bonus or commission for the purpose of obtaining Federal Agency approval for such assistance, or Federal Agency approval of applications for additional assistance, or any other approval or concurrence of a Federal Agency required under this Contract, Federal Law or Federal Regulations thereto; provided, however, that reasonable fees or bonafide technical, consultant, managerial or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

(I) **Hatch Act.** Where applicable, the Contractor will comply with the provisions of the Hatch Act which limits the political activity of the Contractor's employees.

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### **Section 3**

#### **Definitions**

(A) City means the City of Duluth, Contracting Officer, or other persons authorized to act on behalf of the City of Duluth.

(B) Contracting Officer is the delegated representative of the City who has the responsibility for administering the Project.

(C) Contractor means an entity, whether public or private, which furnishes (other than standard commercial supplies, office space or printing services) to the City, products, services or supplies as described in this project Contract.

(D) Federal Agency means the United States, the District of Columbia, and any executive department, independent establishment, administrative agency, or instrumentality of the United States or of the District of Columbia, including any corporation, all or substantially all of the stock of which is beneficially owned by the United States, by the District of Columbia, or by any of the foregoing departments, establishments, agencies, and instrumentalities. The term Federal Agency shall also include the person or persons authorized to act on behalf of said Federal Agency.

(E) Project means the activities to be undertaken by the Contractor as described in this Contract, which from time to time may be amended by mutual consent of the City and Contractor.

(F) Subcontractor means an entity, regardless of tier, which has entered into an agreement with the Contractor or another Subcontractor, to undertake certain Project activities as described in that agreement.

(G) The term labor standards, as used in the Contract, means the requirements of the Davis-Bacon Act, the Contract Work Hours and Safety Standards Act (other than those relating to safety and health), the Copeland Act, and the prevailing wage provisions of the other statutes listed in 20 CFR 5.1.

(H) Work means all labor necessary to produce the construction required by the Contract Documents, all materials and equipment incorporated or to be incorporated in such construction, products, services, or supplies required by the Contract Documents, or any other requirements set forth in the Contract.

(I) Additional Definitions, that are applicable to the Labor Standards provisions - Section 8 - of this Contract can be found in 29CFR5.2 as published by the U.S. Department of Labor and said definitions are hereby incorporated by reference into the provisions of this Contract.

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### **Section 4**

#### **Environmental Provisions**

(A) The Contractor agrees to follow the regulations, requirements, policies, goals and procedures set forth by the Council on Environmental Quality (CEQ) under provisions of the National Environmental Policy Act (NEPA) (Pub. L 91-190, 42 U.S.C. 4321 et seq.), Executive Order 11514, and 40 CFR Part 1500.

(B) **Historic Properties.** The Contractor agrees to follow the regulations, requirements, policies, goals, and procedures set forth under provisions of the National Historic Preservation Act of 1966 (Pub. L. 89-665); Preservation of Historic and Archeological Data Act of 1974 (Pub. L. 93-291); Executive Order 11593; 36 CFR , Part 800 and applicable State legislation or regulations.

(C) **Coastal Zones and Wetlands.** The Contractor agrees to follow the regulations, requirements, policies, goals and procedures set forth under provisions of the Coastal Zone Management Act of 1972 (Pub. L. 92-583) and applicable State legislation or regulations.

(D) **Noise.** The Contractor agrees to comply with provisions set forth in the U.S. Department of Housing and Urban Development Handbook 1390.2, Noise Abatement and Control, Department Policy, Responsibility and Standards, 1971.

(E) **Flood Plain.** The Contractor agrees to comply with the provisions set forth in the Flood Disaster Protection Act of 1973 (Pub. L. 93-234) and implementing regulations; Title 24, Chapter X, Subchapter B, National Flood Insurance Program, Executive Order 11296, and Executive Order 11988 relating to the evaluation of flood hazards.

(F) **Air Quality.** The Contractor agrees to comply with provisions set forth in the Clean Air Act (Pub. L. 90-148) and Clean Air Act Amendments of 1970 (Pub. L. 91-604); and applicable U.S. Environmental Protection Agency implementing regulations.

(G) **Water Quality.** The Contractor agrees to comply with the provisions set forth in the Federal Water Pollution Control Act (Pub. L. 92-500) and applicable U.S. Environmental Protection Agency implementing regulations, and Executive Order 11288 relating to the prevention, control, and abatement of water pollution.

(H) **Wildlife.** The Contractor agrees to comply with the provisions of the Fish and Wildlife Coordination Act (Pub. L. 85-264).

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### **Section 5**

#### **Contract Compliance**

(A) In the event of the Contractor's noncompliance with the provisions of this Contract or with any of the said regulations, the City may withhold payment(s) until evidence of compliance by the Contractor has been demonstrated, or the Contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further City contracts.

(B) In the event the Contract is terminated or canceled as a result of noncompliance with any of the provisions of this Contract, the City may subject to bids the remainder of the Project for which this Contract was made. The City shall have the right upon termination or suspension to withhold all further payments under this

Contract to the Contractor. Upon the award of a new contract for the remainder of the Project, the City shall pay to the Contractor an amount no more than the balance remaining due to the Contractor less the sum of the costs incurred by the City which are necessary in preparing the new bid specifications. In the event the amount paid the Contractor prior to the date of termination or cancellation exceeds the full amount of this Contract less the cost of the new contract and the additional costs mentioned above, the Contractor agrees to reimburse the City for such excess amount within ninety days after the new contract is awarded by the above procedures.

(C) Provisions contained in subparagraph (A) and (B) above shall not be interpreted as precluding any authorized Federal, State, or County governmental unit from exercising their legal administrative or other responsibilities in respect to the enforcement by said governmental units of laws or regulations concerning activities of the Contractor.

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## **Section 6**

### **Records**

(A) **Establishment and Maintenance of Records.** Records shall be maintained in accordance with requirements prescribed by the Federal Agency or the City with respect to all matters covered by this Contract. Except as otherwise authorized by the Federal Agency, such records shall be maintained for a period of three years after receipt of final payment under this Contract.

(B) **Documentation of Costs.** All costs shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers, or other official documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to this Contract shall be clearly identified and readily accessible.

### **Reports and Information**

At such times and in such forms as the Federal Agency or the City may require, there shall be furnished to the Federal Agency or the City such statements, records, data and information as the Federal Agency or the City may request pertaining to matters covered by this Contract.

### **Audits and Inspection**

At any time during normal business hours and as often as the City, the Federal Agency and/or the Comptroller General of the United States may deem necessary, there shall be made available to the City, the Federal Agency and/or representatives of the Comptroller General for examination of all its records with respect to all matters covered by this Contract and will permit the City, the Federal Agency and/or representative of the Comptroller General to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment, and other data relating to all matters covered by this Contract.

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## **Section 7**

### **Conflict of Interest and Lobbying**

(A) **Interest of Members, Officers, or Employees of the City, Members of Local Governing Body, or Other Public Officials.** No member, officer, or employee of the City, or its designees or agents, or member of the governing body of the City, during his/her tenure of for one year thereafter, shall have any interest, direct or indirect in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the Project assisted under this Contract. Any contract in which any of the above indicated individuals becomes directly or indirectly, interested, personally or as a member of a firm, or as an officer, director, or stockholder of a corporation, shall be and become absolutely void; and any money which shall have been paid on such contract by the City may be recovered back from any or all persons interested therein, by a joint action or several actions.

(B) The Contractor agrees that he will incorporate into every contract required to be in writing the following provisions: **Interest of Contractors and Employees** - The Contractor covenants that he presently has no interest and shall not acquire any interest, direct or indirect, in the Project which would conflict in any manner or degree with the performance of this Contract, and no person having any conflicting interest shall be employed. Any interest on the part of the Contractor or his employees must be disclosed to the Federal Agency and the City. Provided, however, that this paragraph shall be interpreted in such a manner so as not to unreasonably impede any statutory requirements that opportunity be provided for employment of and participation by certain residents of a designated geographical area, if applicable.

(C) **Interest of Member or of Delegate to Congress.** No member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this Contract or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this Contract if made with a corporation for its general benefit.

(D) The Contractor by signing this document certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The above certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1332, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

(E) The parties to this Contract certify and agree that they are under no contractual or other disability which would prevent them from complying with the terms of this Contract.

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## **Section 8**

### **Labor Standards - Physical Improvement Projects**

Where applicable, there shall be included in all construction, rehabilitation, alteration or repair contracts with private entities made possible by or resulting from this Contract, the following Labor Standards provisions;

(A) **General Requirements.**

(1) **Subcontracts.** The Contractor shall include in any subcontract the clauses set forth in Section 8, **Labor Standards**, in their entirety and also a clause requiring the subcontractors to include these clauses in any Tower tier subcontract which they may enter into, together with a clause requiring this insertion in any further subcontracts that may in turn be made.

(2) The transporting of materials and supplies to or from the site of the Project or Program to which this Contract pertains by the Employees of the Contractor or of any subcontractor, and the manufacturing or furnishing of materials, articles, supplies, or equipment on the site of the Project or Program to which this Contract pertains by persons employed by the Contractor or by any subcontractor, shall for the purpose of this Contract, and without limiting the generality of the foregoing provisions of this Contract, be deemed to be work to which these **Labor Standards** provisions are applicable.

(3) No person under the age of eighteen years shall be employed on work covered by this Contract.

(4) In connection with the performance of work under this Contract, the Contractor agrees not to employ any person undergoing sentence of imprisonment except as provided by Public Law 89-176, September 10, 1955 (18 U.S.C. 4082 (c) (2)) and Executive Order 11755, December 29, 1973.

(5) The Contractor will permit authorized representatives of the Federal Agency and the City to interview employees during working hours on the job.

(6) No employee to whom the wage, salary, or other **Labor Standards** provisions of this Contract are applicable shall be discharged or in any other manner discriminated against by the Contractor or any subcontractor because such employee has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the Labor Standards applicable under this Contract to his employer.

(B) **Safety Standards.** No Contractor or subcontractor contracting for any part of a construction contract shall require any laborer or mechanic, including apprentices and trainees, employed in the performance of the Contract to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous to his health or safety, as determined under construction safety and health standards promulgated by the Secretary of Labor. The Contractor or subcontractor comply with all the rules, regulations, and relevant orders, promulgated by the Secretary of Labor pursuant to Public Law 91-54.

(C) **Davis-Bacon Act - 29 CFR 5.5**

web site: [http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title29/29cfr5\\_main\\_02.tpl](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&tpl=/ecfrbrowse/Title29/29cfr5_main_02.tpl)

Refer to Section 10, Page 10 Housing and Urban Development (HUD) form-4010 (06/2009) Ref Handbook 1344.1

**City of Duluth "Mini Davis-Bacon"**

(D) **City of Duluth - Minimum Wage Ordinance 8940, as Amended.**

(1) On a project (as defined below) funded in whole or in part by federal and/or state funds and/or city of Duluth funds, these local provisions shall prevail in those instances where the requirements of the local provisions are equal to or greater than similar minimum labor standards provisions as set forth in applicable federal and/or state laws and regulations.

(2) In all contracts in excess of \$2,000 for projects (as defined below), the Contractor's particular attention is called to Ordinance 8940, effective June 8, 1989, respectively coded as Article IV of Chapter 2 of the Duluth City Code, and entitled "An Ordinance Pertaining to Wages and Working Hours of Persons on Public Works in the City of Duluth", as set forth below:

(3) **Definitions.**

For the purposes of this section the following words and phrases shall have the meanings respectively ascribed to them in this section:

(a) **Basic hourly rate** - The hourly wage paid to any employee.

(b) **Prevailing wage rate** - The basic hourly rate plus fringe benefits prevailing in the city of Duluth as determined by the United States secretary of labor pursuant to the Davis-Bacon act, as amended; provided that whenever employer and employee organizations employing and representing a majority of a class of workers in a particular industry within the city jointly certify that the prevailing basic hourly rate plus fringe benefits of such workers differs from the amount determined by the secretary of labor, the certified rate shall be considered to be the prevailing wage rate for such class of workers in that industry.

(c) **Fringe benefits** - Employer contribution for health and welfare benefits, vacation benefits, pension benefits, and all other economic benefits other than the basic hourly rate.

(d) **Apprentice** - An employee who is working under a training program which is approved either by the U.S. Department of Labor Bureau of Apprenticeship & Training or the Minnesota Director of Voluntary Apprenticeship; see apprentice ratios on pages 6-7 and HUD 4010 in Section 10.

(e) **Trainee** - An employee registered with the U. S. Department of Labor Employment & Training Administration; see HUD 4010 in Section 10.

(e) **Project** - Erection, construction, demolition, painting, remodeling or repairing of any public building, highway, sidewalk, bridge, water or gas line, sewer and sewage treatment facility or other public work performed under contract with the city.

(f) **Labor, mechanic** - All persons utilized, employed or working on a project who are doing work usually done by mechanics and laborers, including proprietors, partners, and members of cooperatives.

(4) **Wage Rates and Hours for City of Duluth Projects.**

(a) Any contract which provides for a project of estimated total cost of over \$2,000.00 shall contain a stipulation that no laborer, mechanic or apprentice-trainee employed directly upon the project work site by the contractor or any subcontractor shall be permitted or required to work at a rate of pay less than the prevailing wage rate; nor shall any such employee be permitted or required to work more than 8 hours in any work day **OR** 40 hours in any work week unless he is paid at a rate of at least 1½ times the basic hourly rate for all hours in excess of 8 per day **OR** 40 per week [in other words: all hours in excess of eight per day and all hours after 40 per week] and unless he receives fringe benefits that are at least equal to those in the prevailing wage rate; provided that whenever employer and employee organizations employing and representing a majority of a class of workers in a particular industry within the city jointly certify that the maximum number of hours that such persons may work under existing labor agreements before overtime wages must be paid differs from the hours specified in this paragraph, the maximum number of hours specified in such labor agreements shall be substituted for those specified above in applying the provisions of this paragraph to such workers.

(b) The word "or" in the state statute and the city of Duluth Code refers to the number of hours worked in any one week or, in the alternative, the number of hours worked in any one day in the week (the days in one week being totaled for reporting purposes); the law requires use of the alternative which results in the higher number of overtime hours for each employee whose time is being reported.

**EXCEPTIONS:** Federal government funding only and HUD (Housing and Urban Development) funding - see point "e"

In summary, if a project is solely funded with city of Duluth monies, city ordinance 8940 as amended allows the employees to work four ten-hour days and be paid at the regular hourly rate for those ten hours; exceeding hours must be paid at the overtime rate. An employer may not withhold overtime payment exclusively until 40 hours per week have been worked. Daily overtime must be paid as it is earned.

- **The base workweek hours must be clearly indicated on each payroll. Employees may be assigned a different workweek; however, that must be clearly marked beside the employees' names.**

The following are examples of how these rules apply to different situations.

- TT refers to the total time worked on the day or in the week
- RT refers to the hours worked at the regular rate of pay (straight time)
- OT refers to the hours worked for which overtime must be paid

State Funded with or without federal funding Projects								City-only Funded Projects (4 ten-hour days)							
	Mon	Tues	Wed	Thurs	Fri	Sat	Total		Mon	Tues	Wed	Thurs	Fri	Sat	Total
TT	10	10	10	10	0	6	46		10	10	10	10	0	6	46
RT	8	8	8	8	0	6	38		10	10	10	10	0	0	40
OT	2	2	2	2	0	0	8		0	0	0	0	0	6	6

State Funded with or without federal funding Projects								City-only Funded Projects (4 ten-hour days)							
	Mon	Tues	Wed	Thurs	Fri	Sat	Total		Mon	Tues	Wed	Thurs	Fri	Sat	Total
TT	0	10	10	0	7	0	27		10	0	12	0	0	0	32
RT	0	8	8	0	7	0	23		10	0	10	10	0	0	30
OT	0	2	2	0	0	0	4		0	0	2	0	0	0	2

#### c) **Overtime Calculations**

Minnesota Statutes Chapter 177.42, subd 4 specifies that the prevailing hours of labor may not be more than eight hours per day or more than 40 hours per week (as stated above in (b)), the City of Duluth does allow for ten hours per day/40 hours per week with City funding *only*. **Example: hours exceeding eight per day are paid at 1.5 times the rate in the contract's wage decision OR the base rate the employee is being paid if it is higher than the required base rate; once 40-hours in any one week are attained, all hours exceeding that 40 are paid at 1.5 times the rate in the project contract's wage decision.** See example (1) and (2) below.

Minnesota Statutes Chapter 177.42, subd 5 defines the hourly basic rate as the hourly wage paid to any employee. (subd 6): The prevailing wage rate means the hourly basic rate of pay plus the contribution for health and welfare benefits, vacation benefits, pension benefits, and any other economic benefit paid to the largest number of workers engaged in the same class of labor within the area...

Minnesota Statutes Chapter 177.43, subd 1 (1) ...employees are permitted to work more hours than the prevailing hours of labor [being] paid for all hours in excess of the prevailing hours at a rate of at least 1-½ times the hourly basic rate of pay. (2) A laborer or mechanic may not be paid a lesser rate of wages than the prevailing wage rate in the same or most similar trade or occupation in the area.

An employer may pay a lower **regular time/straight time** hourly rate and higher fringe benefit rate--to a bona fide plan--than stated in the contract's wage decision providing the total of the two rates is equal to or greater than the total in the wage decision; however, the **OVERTIME rate** must be paid on the higher rate in the contract's wage decision.

##### **(1) Overtime Calculation with Fringe Benefits Paid to Bona Fide Plans**

For overtime purposes, an employer paying higher fringe benefits to a bona fide plan and paying a lower hourly rate **MUST** calculate the overtime on the higher hourly rate as stated in the project contract's wage decision. The fringe benefit amount may be reduced to reflect any increase in the total prevailing wage package IF the plan administrator permits such a reduction. This acceptance must be verified in writing by the plan administrator and attached to the appropriate certified payroll report.

##### **(2) Overtime Calculation with Cash Payment of Fringe Benefits**

When the fringe benefit is paid directly to an employee, the prevailing base rate and the fringe benefit rate as established in the project contract's wage decision for a specific classification are totaled to arrive at the hourly rate. *Overtime is calculated at 1.5 x the base rate of the wage decision with the fringe benefit amount added to that rate: base rate of the wage decision x 1.5 + fringe benefit rate = overtime rate.*

##### **Contract Work Hours and Safety Standards Act**

[Refer to page two of this document.] All projects valued at \$100,000 or greater are subject to this Act. As with Minnesota Statutes Chapter 177.43, the overtime rate is calculated as in items one and two above OR (e) below.

- (d) A contractor shall not reduce a worker's private, regular rate of pay when the wage rate certified by the U. S. Department of Labor or the Minnesota Department of Labor & Industry is less than the worker's normal hourly wage [Minnesota Statute 181.03 subdivision 1(2)].

(e) **Regular Time & Overtime Definitions**

- **State of Minnesota** funded projects with or without federal funding *only allow for five eight-hour days per week at regular time*. Overtime is calculated at a rate not less than time and one-half (1.5) of the prevailing base rate as stated in the wage decision OR the base rate the employee is being paid if it is higher than the required base rate--plus the straight time fringe benefit amount. (see (1) above for example when a lower base rate and higher fringe are paid)
- **City of Duluth** funded projects do permit four ten-hour work days at regular time--see point 4-a, b for stipulations. Overtime is calculated at a rate not less than time and one-half (1.5) of the prevailing base rate as stated in the wage decision--OR the base rate the employee is being paid if it is higher than the required base rate--plus the straight time fringe benefit amount. (see (1) above for example when a lower base rate and higher fringe are paid)
- **Federal** funded only projects allow overtime pay for hours worked in excess of 40 in a workweek at a rate not less than time and one-half (1.5) of the prevailing base rate as stated in the wage decision OR the base rate the employee is being paid if it is higher than the required base rate--plus the straight time fringe benefit amount.
- **HUD** funded projects allow overtime pay for hours worked in excess of 40 in a workweek at a rate not less than time and one-half (1.5) of the prevailing base rate as stated in the wage decision OR the base rate the employee is being paid if it is higher than the required base rate--plus the straight time fringe benefit amount.

\*\* When a combination of funding sources are included in any one project, the most strict requirements will apply.

- (f) The minimum hourly prevailing wages are contained in each project specification. When both federal (general decision rates from the U. S. Department of Labor) and State of Minnesota prevailing wages for state funded construction projects from the Minnesota Department of Labor and Industry are used, the prime contractor and all subcontractors including trucking operations, are required to pay the higher of the two wages for all laborers and mechanics [MnDOT Contract Administration Manual, Section 5-591.320].
- (g) The prime contractor and any lower-tier subcontractor shall review all wage decisions and compensate a worker according to the type of work performed and at the rate that is the greatest.
- (h) State of Minnesota prevailing wages typically list two rates for each classification with two effective dates. Should any City of Duluth contract continue to and past the second effective date, that rate and fringe benefit will be in effect through the remainder of the project.
- (i) **Mn/DOT Statement of Compliance is required on all city of Duluth construction projects (regardless of the project funding source) with each weekly certified payroll report.** web site: <http://dot.state.mn.us/const/labor/forms.html>
- (j) All contracts for city projects shall have applicable schedules of prevailing wage rates set forth in the contract. Schedules of applicable prevailing wage rates shall be posted on all project job sites for public review and shall be protected from the weather.
- (k) Employees on projects shall be paid at least **weekly**. Fringe benefits shall be paid either in cash or to an employee benefit plan that has been approved by the U.S. Department of Labor. ■ **The fringe benefit package is an integral portion of the prevailing wage. Should the prime contractor or any subcontractor (regardless of tier) become delinquent with any fringe benefit plan administrator's requirements for monthly payment, the monthly estimate(s) may be withheld until the plan payments are made current.** (city ordinance 8940 6-18-89 plus amendments)  
See MnDOT Specification 1906 on page nine and Section 5 of this document: Contract Compliance.  
See Statement of Compliance and Certified Payroll Report requirements in Section 10, HUD 4010 and web sites in Section 14, Forms.
- (l) Any contractor or subcontractor working on a project shall furnish the City with **original** certified payroll reports with **original signatures** relating to the project. Such certified payroll reports shall be **submitted weekly** on U.S. Department of Labor standard forms (WH-347) or their equivalent--using the same format--to the City of Duluth Labor Standards representative. All City of Duluth funded projects must have the base workweek hours indicated on the certified payroll form and/or beside each employee's name (should some employees be working different base workweeks).
- (m) No contractor or subcontractor working on a project shall evade or attempt to evade the provisions of this section through the use of non-recognized training programs. The only employees involved in training programs that shall be allowed to work on projects covered by this section shall be apprentice-trainees as defined by this article.
- (n) Any person violating the provisions of this section shall be guilty of a misdemeanor with each day of violation constituting a separate offense. In addition, if the prevailing wage rate and accompanying fringe benefit rate is not paid to employees working on a project, the City of Duluth may withhold contract payments to the prime contractor until such deficiencies are corrected. Should fringe benefits be paid to authorized Plans, the payments must be made within the demands of those Plans. Delinquencies may result in withholding of project funds to the prime contractor.
- (o) This section shall not apply to contracts for projects where the total cost of the project is less than \$2,000.00; nor to materialmen who do no more than deliver materials to the work site, except that this section shall apply to employees who deliver asphalt, concrete or mineral aggregate such as sand, gravel or stone where such material is incorporated into the project by depositing the material substantially in place, either directly or through spreaders, from the transporting vehicle.

(5) **Helpers**

A helper may perform work *only* if the helper classification is specified and defined in the federal wage decision and/or State of Minnesota wage decision incorporated into the project contract. Without such a helper classification, the contractor must assign a job classification that is the "same or most similar" [Minnesota Statute 177.44, subdivision 1] and compensate the helper for the actual work performed regardless of the helper's skill level.

(6) **Apprentice Ratios**

Journeyworkers must be on site with the apprentices and their hours must match.

**FUNDING SOURCE:**

**City of Duluth and State of Minnesota with or without Federal funding**

- Apprentices are not permitted to work alone under any circumstances.
- Working foremen are acceptable as a journeyworker PROVIDING he/she is in the same classification.
  - » Example: carpenter foreman and carpenter apprentice
- Ratios are determined by the trade's labor agreement.
- In the absence of ratio language, the following State of Minnesota apprenticeship ratios will be applied:  
(apprentice : journeyworker)      1:1   2:4   3:7   4:10, etc.



- Employees working in excess of the allowable ratio must be paid the full journeyworker compensation.
- Out-of-ratio apprentices will be calculated beginning with the **apprentice at the highest level of training** and, then, to less senior apprentices in their rank order.
- Should two or more out-of-ratio apprentices have the same level of training, whomever was on the work site first will receive journeyworker pay; if the apprentices at the same level of training began work on the project site at the same time, hours worked out-of-ratio for which restitution is due will be divided among those apprentices.

Examples:

Four apprentices working unsupervised are on site. [4:0]  
Ratio calls for four apprentices and ten journeyworkers [4:10]

Correction: all apprentices will receive the full journeyworker compensation as apprentices are not permitted to work alone.

Three apprentices and two journeyworkers are on site. [3:2]  
Ratio calls for three apprentices and seven journeyworkers [3:7]

Two journeyworkers may accompany only one apprentice; therefore, the two highest level apprentices are paid the full journeyworker compensation.

Even though this particular job has three apprentices—the second journeyworker is a mute point; a third journeyworker would also be a mute point in this example.

Correction: the two highest level apprentices are paid the full journeyworker compensation and the third lower level apprentice is considered in ratio.

#### **H U D (CDBG) and Federal funding only**

- Apprentices are not permitted to work alone unless the U. S. Department of Labor-approved agreement allows that practice.
- Working foremen are acceptable as a journeyworker PROVIDING he/she is in the same classification.
  - » Example: electrician foreman and electrician apprentice
- Ratios are determined by the trade's U. S. Department of Labor-approved agreement.
- In the event of the absence of ratio language in the applicable agreement, the Minnesota Department of Labor ratio of one apprentice for the first journeyworker and one apprentice for each three journeyworkers thereafter will be applied, (i.e., 1:1, 2:4, 3:7, 4:10, etc.).
- The **legal apprentices are those who first came to work on the job site**; in the event that all apprentices begin work on the project site at the same time, hours worked out-of-ratio for which restitution is due will be divided among the apprentices.
- Time cards will be required to substantiate the start times.
- Employees working in excess of the allowable ratio—or for which U. S. Department of Labor-apprentice agreement/certificate is not provided—must be paid the full journeyworker compensation.

Examples:

Four apprentices and one journeyworker are on site. [4:1]  
Ratio calls for four apprentices and ten journeyworkers. [4:10]

The first apprentice on site is considered in ratio as one journeyworker may only accompany one apprentice [1:1]; this particular job has four apprentices.

Correction: the second through the fourth apprentices coming on site are paid the full journeyworker compensation.

Six apprentices and two journeyworkers are on site [6:2]  
Ratio calls for six apprentices and sixteen journeyworkers [6:16]

The first apprentice on site is considered in ratio as two journeyworkers may only accompany one apprentice; this particular job has six apprentices—the second journeyworker is a mute point.

Correction: the second through sixth apprentices coming on site are paid the full journeyworker compensation.

#### **(7) Poster Boards**

The prime contractor must construct and display a poster board, which contains all required posters, is legible and is accessible to all workers from the first day of work until the project is 100% complete. Posters must be protected from the weather. Prime contractors are not allowed to place a poster board at an off-site facility location.

#### **(8) Trucking Issues**

a) For the purpose of sections seven and eight, the term “owner” includes all persons having an ownership interest in the trucking entity or a partnership interest in the trucking entity and has a legal and rightful title to the vehicle(s) or has an approved lease on the vehicle(s). “Operate” means the owner either physically drives the vehicle or hires another to physically drive the vehicle; yet, maintains the right to direct the day-to-day operations of the vehicle.

b) Trucking Operations Definitions: See MN Rule 5200.1106 web site: <https://www.revisor.mn.gov/rules/?id=5200.1106>

Independent Trucking Operator: an individual or partnership who owns or holds a vehicle under lease and who contracts that vehicle and the owner's services to an entity which provides construction services to a public works project. The individual owns or leases and drives the equipment, is responsible for the maintenance of the equipment, bears all operating costs, determines the details and means of performing the services, and enters into a legally binding agreement that specifies the relationship to be that of an independent contractor and not that of an employee.

Multiple Truck Operations: any legal business entity that owns more than one vehicle and hires the vehicles out for services to brokers or contractors on public works projects. The owners of a trucking firm may either drive the vehicles or hire employees to drive the vehicles. Employee drivers are subject to the appropriate prevailing wage rate. The owner driving a vehicle is obligated to account for the value of his/her services as a driver at the appropriate prevailing wage.

Partnerships: a legal business entity where two or more individuals hold vehicles under lease and contract those vehicles and their services to an entity which provides construction services to a public works project. The partners own or lease the equipment, are responsible for maintenance and all operating costs, drive the equipment, determine the details and means of performing the services, and enter a legally binding agreement that specifies the

relationship to be that of a partner and not that of an employee. All partners are subject to the appropriate prevailing wage per city of Duluth ordinance 8940 as amended.

Corporation: any legal business entity that owns or leases vehicles to provide construction services to public works projects. All individuals are employees of the corporation and subject to the appropriate prevailing wage regardless of title or position.

Broker: an individual or firm who (activities include, but are not limited to):

- contracts to provide trucking services [equipment and driver] in the construction industry to users of such services, such as prime contractors and various subcontractors of the prime;
- contracts to obtain services from other trucking operations and dispatches them to various assignments;
- receives payment from the users (such as prime contractors and various subcontractors) in consideration for the trucking services provided; and
- makes payment to the providers (trucking operations so contracted with) for their services.

(9) **Specific documentation from trucking operations.**

Independent Trucking Operators

The owner/operator of a truck must submit a copy of his/her commercial driver's license (CDL), cab card, and insurance certificate for each truck the owner/operator drives on each construction project *before commencing work on that project*. These documents must be sent to the prime contractor who will then forward the material to Labor Standards, Engineering Division at the City of Duluth.

Multiple Truck Operators

Weekly certified payrolls and payment of corresponding prevailing wages plus the fringe benefit package will be required for each project where trucks are operating. This covers the owner plus all employees performing work on the project.

Partnerships

Weekly certified payrolls and payment of corresponding prevailing wages plus fringe benefit packages will be required for each project where trucks are operating. This covers all partners of the organization who perform work on the project.

Each partner performing work on a project must submit a copy of his/her commercial driver's license (CDL), cab card, and insurance certificate for the truck being operated with that weekly certified payroll. It is not necessary to repeat such supporting documentation until a different truck is used and/or certificates or licenses have expired.

Employees of the partnership are always reported on a weekly certified payroll and paid the appropriate prevailing wage plus fringe benefit package for the work being performed.

Corporations

All persons employed by the corporation are subject to receive payment of the prevailing wage plus the fringe benefit package for the work performed on a project regardless of title or position. Weekly certified payrolls must be submitted for all work performed on the project.

Brokers

**Truck ownership** and a **bonafide contract** between the broker and another trucking operation, a prime contractor, or a subcontractor must be identified. Paperwork must be submitted with the month end trucking report to the city of Duluth Labor Standards representative - Engineering. Certified payrolls are not required when the above documentation is provided and approved.

(10) **Month End Trucking Report - ONLY REQUIRED WITH STATE OF MINNESOTA FUNDING**

The Minnesota Department of Transportation Month End Trucking Report Form A and Form B plus Minnesota Department of Transportation Month End Trucking Report Statement of Compliance are *only required on state funded projects*.

A guide for completing the forms including definitions and the reports, themselves, may be downloaded from:

[www.dot.state.mn.us/const/labor/forms.html](http://www.dot.state.mn.us/const/labor/forms.html)

Payment to the prime contractor may be withheld until documentation is received and approved.

(11) **Truck Rental Rates - ONLY REQUIRED WITH STATE OF MINNESOTA FUNDING**

Truck rental rates are listed in the prevailing wage section of the project specifications.

(12) **Minnesota Rules 5200.1105 and 5200.1106**

These rules are incorporated into this supplementary general conditions part II by reference and are found on these web sites:

[www.revisor.mn.gov/rules/?id=5200](http://www.revisor.mn.gov/rules/?id=5200)

(13) **Truck Axles** web site: <https://www.revisor.mn.gov/rules/?id=5200.1100>

Per Minnesota Rules 5200.1100 Master Job Classifications, a truck "unit" refers to all axles including the steering axle. A tag axle is also counted as one of the axles. Examples: four rear axles plus one steering axle = five axles total      one rear axle plus one steering axle = two axles total

(14) **Non-Compliance and Enforcement**

- a) The prime contractor shall be liable for any unpaid wages to its workers or those of its lower-tier subcontractors, trucking companies/Multiple Truck Owners (MTO's) and/or Independent Truck Owner/Operator (ITOs) [MnDOT Standard Specifications for Construction, Section 1801].
- b) See Section 9, MnDOT Specification 1906 Partial Payments and Section 5, page two of this document.
- c) City of Duluth ordinance 8940 as amended.

(15) **IC-134 form - Withholding Affidavit for Contractors**

The IC-134 form will be required from all Multiple Truck Operators, Partnerships, and Corporations performing trucking services on a project before the retainage or all remaining funds can be released. Web site for completing form online: [www.mndor.state.mn.us](http://www.mndor.state.mn.us)

The form, itself, is found at: [www.taxes.state.mn.us/Forms\\_and\\_Instructions/ic134.pdf](http://www.taxes.state.mn.us/Forms_and_Instructions/ic134.pdf)

(16) **Owners, Supervisors, Foremen listed on certified payrolls.**

All persons working on a City of Duluth project including owners, partners, supervisors, salaried persons, and working foremen who perform laborer and/or mechanic work shall be reported on the weekly certified payroll reports including all data required of any laborer or mechanic. (ordinance 8731, 6/24/85 and 8940 as amended).



(17) **Supporting documentation.**

At his/her discretion, the City of Duluth employee responsible for prevailing wage labor standards may demand proof of payment of the prevailing wage which may include copies of a payroll register, itemized time sheet and matching cancelled check, or any other supporting documents as stipulated. Payment to the prime contractor may be withheld until documentation is received and approved.

(18) **Kickbacks from Public Works employees prohibited.**

No contractor working on a project or other person shall, by force intimidation, or threat of termination of employment, cause any employee working on a project to give up any part of the compensation to which he is entitled under his contract of employment.

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**Section 9**

**Minnesota Department of Transportation Specification 1906 Partial Payments  
Process For "Withholding Contract Monies" and "Default and Termination of a Contract" 11/5/04**

Mn/DOT Specification 1906 Partial Payments describes the Commissioner's authority to withhold funds to protect the Department's interests. In addition, Specification 1808 Default and Termination of a Contract describes the Commissioner's authority to take the prosecution of the work out of the hands of the Contractor.

Additionally, on projects funded in whole or part with federal funds and in accordance with the Required Contract Provisions Federal-Aid Construction Contracts Form – 1273, Section IV, Subpart 6, "Withholding", incorporated into federal aid contracts, the Contracting Officer may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance or guarantee of funds until such violations have ceased.

However, the Department must give the Contractor, and its Sureties due notice prior to exercising these authorities. The withholding of contract funds, in accordance with Specification 1906 or the Required Contract Provisions Federal-Aid Construction Contracts Form – 1273, Section IV, Subpart 6, "Withholding", should be implemented as soon as a possible prevailing wage violation is recognized. However, Default and Termination of a Contract, in accordance with Specification 1808, should only be exercised as a "last resort" if the Contractor is not willing to comply.

**Definitions**

(Mn/DOT Standard Specifications for Construction 2000 Edition, Section 1103)

**Commissioner:** The Commissioner of the Minnesota Department of Transportation, or the chief executive of the department or agency constituted for administration of Contract work with its jurisdiction.

**Contractor:** The individual, firm or corporation Contracting for and undertaking prosecution of the prescribed work; the party of the second part to the Contract, acting directly or through a duly authorized representative.

**Department:** The Department of Transportation or the State of Minnesota, or the political subdivision, governmental body, board, commission, office, department, division, or agency constituted for administration of the Contract work within its jurisdiction.

**(Form 1273 - 29 CFR, Part 5.1, Definitions)**

**Contracting Officer:** The individual, a duly appointed successor or authorized representative who is designated and authorized to enter into Contracts on behalf of the Federal Agency and/or the City of Duluth.

**Important Considerations**

1. Upon completion of the work under a contract, the department should consider issuing the final voucher as soon as possible. Failure to finalize a contract expeditiously could result in subsequent claims that would prevent the department from finalizing the contract. However, before the issuance of the final voucher, the department must be able to ensure that the terms of the contract have been satisfied. Failure on the part of the department to ensure compliance could result in the Mn/DOT state aid division retaining funds from the department in accordance with *Minnesota Rules 8820.3000, subpart 5*.
2. On every contract, the department should withhold the final retainage in accordance with the following guidelines: (1) if the total amount of the contract is \$1,000,000 or more, the department should retain funds not more than \$50,000, (2) if the total amount of the contract is less than \$1,000,000, the department should retain 5% of the total contract, (3) retainage should be withheld until the department can ensure that the contractor has met the terms of the contract or until the finalization of the contract.
3. This guide specifies that the department verbally notify the bonding company early in the process. Generally, as a "rule of thumb", notifying the bonding company is usually the "last resort". However, the justification for the early notification is related to the language found in *Minnesota statute 574.31, subdivision 2*, which summarizes that if an individual or the department does not submit a claim on the payment bond within 120 days after the completion of work under the contract, the claim can be denied.

The following are general guidelines that should be followed prior to placing a Contractor in default:

- Step 1: Upon verbal or written notification that a possible prevailing wage violation exists, the Department should give written notice to the Contractor regarding the nature of the claim, along with the Department's intent to withhold monies until the claim is investigated and determined to be in compliance. Additionally, the Department should inform the Contractor that the bonding company has been verbally notified of the claim. Please be aware, the Department should ensure employee confidentiality at all times.
- Step 2: Upon a preliminary determination surrounding the financial extent of the claim, the Department should consider retaining a "reasonable" portion of one or more partial estimates in accordance with Mn/DOT's 2000 Standard Specifications for Construction, Section 1906; or on federal aid contracts, in accordance with the Required Contract Provisions Federal-Aid Construction Contracts Form – 1273, Section IV, Subpart 6, "Withholding".
- Step 3: If it is determined that the claim is valid, the Department should schedule a meeting with the Contractor and attempt to resolve the matter. If the claim is determined to be invalid, the Department should release any partial estimates that may have been held as a result of the claim. However, the Department should continue to withhold the final retainage in accordance with the above-mentioned: *Important Considerations, 2*.
- Step 4: If resolution cannot be obtained through a meeting, the Department should order the Contractor, in writing, to complete their obligations under the contract. The letter should clearly state the circumstances under which the Department has deemed that the Contractor has not met the terms of the contract. Additionally, the Department should include a reasonable deadline for this obligation to be completed. A copy of this letter should be forwarded to the Surety, District State Aid Engineer (DSAE), Labor Compliance Unit and the Department's Attorney.
- Step 5: In the event that the Contractor does not respond to the Department's written order, the Department should send a similar letter, requesting that the Contractor respond immediately, in writing, regarding the Contractor's intention to comply or not comply with the order. A copy of this letter should be forwarded to the Surety, District State Aid Engineer (DSAE), Labor Compliance Unit and the Department's Attorney.
- Step 6: If the Department still does not get a proper response from the Contractor, the Department should write another letter, addressed to both the Contractor and the Surety, specifying all the facts of the alleged breach, demanding that the Contractor, or its Surety, respond satisfactorily within 10 days or the Department may exercise its authority to Default and Terminate the Contract in accordance within/DOT's 2000 Specifications for Construction, Section

1808. It's important to provide sufficient detail so that the Surety understands the situation. This notification should be sent by certified mail. A copy of this letter should be forwarded to the Surety, District State Aid Engineer (DSAE), Labor Compliance Unit and the Department's Attorney.

Step 7: If the Contractor or Surety is unresponsive after 10 days, the Department should consult with their attorney to consider proceeding with Default and Termination of the Contract.

Step 8: Upon termination of the contract, the Department provides a written order to the Surety, requiring the Surety to bring resolution to the prevailing wage violation.

Step 9: The Department places the Contractor on a Non-Responsible Bidder's List and rejects any future awards.

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## Section 10

Federal Labor Standards Provisions U.S. Department of Housing and Urban Development Office of Labor Relations

Previous editions are obsolete Page 1 of 5 form HUD-4010 (06/2009) ref. Handbook 1344.1

### Applicability

The Project or Program to which the construction work covered by this contract pertains is being assisted by the United States of America and the following Federal Labor Standards Provisions are included in this Contract pursuant to the provisions applicable to such Federal assistance.

**A. 1. (i) Minimum Wages.** All laborers and mechanics employed or working upon the site of the work, will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period.

Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible, place where it can be easily seen by the workers.

(ii) (a) Any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(b) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, D.C. 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB control number 1215-0140.)

(c) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its designee, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

(d) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (1)(ii)(b) or (c) of this paragraph, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part Previous editions are obsolete Page 2 of 5 form HUD-4010 (06/2009) ref. Handbook 1344.1 of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program. (Approved by the Office of Management and Budget under OMB Control Number 1215-0140.)

**2. Withholding.** HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract In the event of failure to pay any laborer or mechanic, including any apprentice, trainee or helper, employed or working on the site of the work, all or part of the wages required by the contract, HUD or its designee may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the contractor, disburse such amounts withheld for and on account of the contractor or subcontractor to the respective employees to whom they are due. The Comptroller General shall make such disbursements in the case of direct Davis-Bacon Act contracts.

**3. (i) Payrolls and basic records.** Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in Section I(b)(2)(B) of the Davis-bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5 (a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section I(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs. (Approved by the Office of Management and Budget under OMB Control Numbers 1215-0140 and 1215-0017.)

**(ii) (a)** The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant sponsor, or owner, as the case may be, for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i) except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/whd/wh347.pdf> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to HUD or its designee if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant sponsor, or owner, as the case may be, for transmission to HUD or its designee, the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this subparagraph for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to HUD or its designee. (Approved by the Office of Management and Budget under OMB Control Number 1215-0149.)

**(b)** Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

**(1)** That the payroll for the payroll period contains the information required to be provided under 29 CFR 5.5 (a)(3)(ii), the appropriate information is being maintained under 29 CFR 5.5(a)(3)(i), and that such information is correct and complete;

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**(2)** That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3;

**(3)** That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

**(c)** The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by subparagraph A.3.(ii)(b).

**(d)** The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18 and Section 231 of Title 31 of the United States Code.

**(iii)** The contractor or subcontractor shall make the records required under subparagraph A.3.(i) available for inspection, copying, or transcription by authorized representatives of HUD or its designee or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the contractor, sponsor, applicant or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

#### **4. Apprentices and Trainees.**

**(i) Apprentices.** Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

**(ii) Trainees.** Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding

journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by Previous editions are obsolete; Page 4 of 5 form **HUD-4010** (06/2009) ref. Handbook 1344.1

the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

**(iii) Equal employment opportunity.** The utilization of apprentices, trainees and journeymen under 29 CFR Part 5 shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

**5. Compliance with Copeland Act requirements.** The contractor shall comply with the requirements of 29 CFR Part 3 which are incorporated by reference in this contract

**6. Subcontracts.** The contractor or subcontractor will insert in any subcontracts the clauses contained in subparagraphs 1 through 11 in this paragraph A and such other clauses as HUD or its designee may by appropriate instructions require, and a copy of the applicable prevailing wage decision, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this paragraph.

**7. Contract termination; debarment.** A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

**8. Compliance with Davis-Bacon and Related Act Requirements.** All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract

**9. Disputes concerning labor standards.** Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and HUD or its designee, the U.S. Department of Labor, or the employees or their representatives.

**10. (i) Certification of Eligibility.** By entering into this contract the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

**(ii)** No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1) or to be awarded HUD contracts or participate in HUD programs pursuant to 24 CFR Part 24.

**(iii)** The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001. Additionally, U.S. Criminal Code, Section 1 01 0, Title 18, U.S.C., "Federal Housing Administration transactions", provides in part: "Whoever, for the purpose of . . . influencing in any way the action of such Administration..... makes, utters or publishes any statement knowing the same to be false..... shall be fined not more than \$5,000 or imprisoned not more than two years, or both."

**11. Complaints, Proceedings, or Testimony by Employees.** No laborer or mechanic to whom the wage, salary, or other labor standards provisions of this Contract are applicable shall be discharged or in any other manner discriminated against by the Contractor or any subcontractor because such employee has filed any complaint or instituted or caused to be instituted any proceeding or has testified or is about to testify in any proceeding under or relating to the labor standards applicable under this Contract to his employer.

**B. Contract Work Hours and Safety Standards Act.** The provisions of this paragraph B are applicable where the amount of the prime contract exceeds \$100,000. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.

**(1) Overtime requirements.** No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which the individual is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.

**(2) Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in subparagraph (1) of this paragraph, the contractor and any subcontractor responsible therefore shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in subparagraph (1) of this paragraph, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by the clause set forth in sub paragraph (1) of this paragraph.

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**(3) Withholding for unpaid wages and liquidated damages.** HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contract, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act which is held by the same prime contractor such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in subparagraph (2) of this paragraph.

**(4) Subcontracts.** The contractor or subcontractor shall insert in any subcontracts the clauses set forth in subparagraph (1) through (4) of this paragraph and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in subparagraphs (1) through (4) of this paragraph.

**C. Health and Safety.** The provisions of this paragraph C are applicable where the amount of the prime contract exceeds \$100,000.

(1) No laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health and safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation.

(2) The Contractor shall comply with all regulations issued by the Secretary of Labor pursuant to Title 29 Part 1926 and failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act, (Public Law 91-54, 83 Stat 96). 40 USC 3701 et seq.

(3) The contractor shall include the provisions of this paragraph in every subcontract so that such provisions will be binding on each subcontractor. The contractor shall take such action with respect to any subcontractor as the Secretary of Housing and Urban Development or the Secretary of Labor shall direct as a means of enforcing such provisions.

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## **Section 11**

### **Equal Opportunity Laws and Regulations**

(A) In addition to Contract specifications set forth below, the Contractor shall conduct and administer this Contract in compliance with:

- (1) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352) and implementing regulations issued at 24 CFR Part 1;
- (2) Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-284), as amended, and implementing regulations;
- (3) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto (24 CFR Section 570.601);
- (4) Section 3 of the Housing and Urban Development Act of 1968, as amended, and implementing regulations of 24 CFR Part 135;
- (5) Executive Order 11246, as amended by Executive Order 11375 and 12086 and implementing regulations at 41 CFR Chapter 60;
- (6) Executive Order 11063, as amended by Executive Order 12259 and implementing regulations at 24 CFR Part 107;
- (7) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and implementing regulations when published for effect;
- (8) The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135) and implementing regulations when published for effect;
- (9) The Minnesota Human Rights Act of 1974, as amended (Chapter 363).

### **Equal Opportunity and Affirmative Action**

(A) Contractors and Subcontractors that have a work force in excess of fifty (50) employees and a contract in excess of \$50,000.00 shall prepare and maintain an appropriate affirmative action plan in accordance with the provisions of 41 CFR 60 "Compliance Responsibility for Equal Opportunity".

(B) Non-segregated Facilities. The Contractor shall certify that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The Contractor covenants that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. As used in this paragraph the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, creed, religion, national origin, ancestry, age, marital status, status with respect to public assistance, and/or disability because of habit, local custom, or otherwise.

### **General Provisions Against Discrimination**

(A) In all hiring or employment made possible by or resulting from this Contract, there:

- (1) will not be any discrimination against any employee or applicant for employment because of race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, and/or disability.
- (2) affirmative action will be taken to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, and/or disability. This requirement shall apply to, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; lay-off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. There shall be posted in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this clause. All solicitations or advertisements for employees shall state that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, ancestry, age, sex, marital status, status with respect to public assistance, and/or disability.

(B) No person in the United States shall, on the grounds of race, color, creed, religion, national origin, age, sex, marital status, status with respect to public assistance, and/or disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this Contract. The Contractor and each employer will comply with all requirements imposed by or pursuant to the regulations of the Federal Agency effectuating Title VI of the Civil Rights Act of 1966. The Contractor will note this requirement in all solicitations or advertisements for employees. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(C) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Contractor's commitments under these provisions, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(D) The Contractor hereby agrees that he will incorporate into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained pursuant to this Contract, the equal opportunity clause which is a part of these Contract Documents.

(E) The Contractor further agrees that he will be bound by the equal opportunity clause and other provisions of 41 CFR Chapter 60, with respect to his own employment practices when he participates in federally assisted construction work: **Provided:** That of the Contractor so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the Contract. Also, the Contractor will make his files available to inspection by appropriate government agencies and shall furnish those reports as may be required by said agencies.

(F) The Contractor agrees that he will assist and cooperate actively with the Federal Agency and the Secretary of Labor in obtaining the compliance of subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that he will furnish the Federal Agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that he will otherwise assist the Federal Agency in the discharge of its primary responsibility for securing compliance.



(G) The Contractor further agrees that he will refrain from entering into any contract or any contract modification subject to Executive Order 11246 of September 24, 1965, with a subcontractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order. In addition, the Contractor agrees that if he fails or refuses to comply with these undertakings, the City or the Federal Agency may take any or all of the following actions: Terminate or suspend in whole or in part this Contract; refrain from extending any further assistance to the Contractor under the Project with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from such Contractor and refer the case to the Department of Justice for appropriate legal proceedings.

**Affirmative Action - "Construction Contracts" over \$10,000**

Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity  
(Executive Order 11246)

1. The Offeror's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.

2. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade on all construction work in the covered area, are as follows:

<u>Timetables</u>	<u>Goals for minority participation (percent)</u>	<u>Goals for female participation (percent)</u>
From April 1, 1980 until revised	3.0	6.9

These goals are applicable to all the Contractor's construction work (whether or not it is Federal or federally assisted) performed in the covered area.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3 (a), and its efforts to meet the goals established for the geographical area where the contract resulting from this solicitation is to be performed. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

3. The Contractor shall provide written notification to the City and to the Director of the Office of Federal Contract Compliance Programs; U.S. Department of Labor, ESA/OFCPP, 16<sup>th</sup> Floor, 230 South Dearborn Street, Chicago, Illinois, 60604, within 10 working days of award of any construction subcontract and/or subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address and telephone number of the contractor and/or subcontractor; employer identification number; estimated dollar amount of the prime contract; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the contract is to be performed.

4. As used in this Notice, and in the Contract, the "covered area" is all work under a contract currently held with the City of Duluth, Minnesota.

**Standard Federal Equal Employment Opportunity**  
**Construction Contract Specifications (Executive Order 11246)**

1. As used in these specifications:

- a) "Director" means Director, Office of Federal Contract Compliance Programs, United States Department of Labor; or any person to whom the Director delegates authority;
- b) "Employer identification number" means the Federal Social Security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941.
- c) "Minority" includes:
  - (i) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
  - (ii) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race);
  - (iii) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
  - (iv) American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations under the EEO clause, and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees. The overall good faith performance by other Contractors or Subcontractors toward a goal in approved Plan does not excuse any covered Contractor's or Subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. The Contractor is expected to make substantially uniform progress toward its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the non-working training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative action to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:
- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.
  - b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
  - c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefore, along with whatever additional actions the Contractor may have taken.
  - d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
  - e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notices of these programs to the sources compiled under 7b above.
  - f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
  - g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.
  - h. Disseminate the Contractor's EEO policy externally by including it any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.
  - i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitments and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
  - j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's work force.
  - k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
  - l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
  - m. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
  - n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
  - o. Document and maintain a record of all solicitations of officers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
  - p. Conduct a review, at least annually, of all supervisor's adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.
9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be violation of the Executive Order if a specific minority group of women is underutilized).
10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, creed, religion, national origin, sex, ancestry, age, marital status, status with respect to public assistance and/or disability.
11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.
13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails

to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

**Affirmative Action for Handicapped Workers**

(applies to contracts in excess of \$2,500)

(A) The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: Employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

(B) The Contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

(C) In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.

(D) The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Director, provided by or through the contracting officer. Such notices shall state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.

(E) The Contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973, and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

(F) The Contractor will include the provisions of this clause in every subcontract or purchase order of \$2,500 or more unless exempted by rules, regulations, or orders of the Secretary issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

**Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era**

(applies to contracts in excess of \$10,000)

(A) The Contractor will not discriminate against any employee or applicant for employment because he or she is a disabled veteran or veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified disabled veterans and veterans of the Vietnam era without discrimination based upon their disability or veterans status in all employment practices such as the following: Employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

(B) The Contractor agrees that all suitable employment openings of the Contractor which exist at the time of the execution of this contract and those which occur during the performance of this contract, including those not generated by this contract and including those occurring at an establishment of the Contractor other than the one wherein the contract is being performed but excluding those of independently operated corporate affiliates, shall be listed at an appropriate local office of the State employment service system wherein the opening occurs. The Contractor further agrees to provide such reports to such local office regarding employment openings and hires as may be required.

State and local government agencies holding Federal contracts of \$10,000 or more shall also list all their suitable openings with the appropriate office of the State employment service, but are not required to provide those reports set forth in paragraphs (D) and (E).

(C) Listing of employment openings with the employment service system pursuant to this clause shall be made at least concurrently with the use of any other recruitment source or effort and shall involve the normal obligations which attach to the placing of a bona fide job order, including the acceptance of referrals of veterans and non-veterans. The listing of employment openings does not require the hiring of any particular job applicant or from any particular group of job applicants, and nothing herein is intended to relieve the Contractor from any requirements in Executive Orders or regulations regarding nondiscrimination in employment.

(D) The reports required by paragraph (B) of this clause shall include, but not be limited to, periodic reports which shall be filed at least quarterly with the appropriate local office or, where the Contractor has more than hiring location in a State, with the central office of that State employment service. Such reports shall indicate for each hiring location (1) the number of individuals hired during the reporting period, (2) the number of non-disabled veterans of the Vietnam era hired, (3) the number of disabled veterans of the Vietnam era hired, and (4) the total number of disabled veterans hired. The reports should include covered veterans hired for on-the-job training under 38 U.S.C. 1787. The Contractor shall maintain at each hiring location copies of the reports submitted until the expiration of one year after final payment under the contract, during which time these reports and related documentation shall be made available, upon request, for examination by any authorized representatives of the contracting officer of the Secretary of Labor. Documentation would include personnel records respecting job openings, recruitment and placement.

(E) Whenever the Contractor becomes contractually bound to the listing provisions of this clause, it shall advise the employment service system in each State where it has establishments of the name and location of each hiring location in the State. As long as the Contractor is contractually bound to these provisions, and has so



advised the State system, there is no need to advise the State system of subsequent contracts. The Contractor may advise the State system when it is no longer bound by this contract clause.

(F) This clause does not apply to the listing of employment openings which occur and are filled outside of the 50 States, the District of Columbia, Puerto Rico, Guam, and the Virgin Islands.

(G) The provisions of paragraphs (B), (C), (D), and (E) of this clause do not apply to openings which the Contractor proposes to fill from within his own organization or to fill pursuant to a customary and traditional employer-union hiring arrangement for that opening.

(H) As used in this clause:

(1) "All suitable employment openings" includes, but is not limited to, openings which occur in the following job categories: Production and non-production; plant and office; laborers and mechanics; supervisory and non-supervisory; technical; and executive, administrative, and professional openings as are compensated on a salary basis of less than \$25,000 per year. This term includes full-time employment, temporary employment of more than 3 days' duration, and part-time employment. It does not include openings which the Contractor proposes to fill from within his own organization or to fill pursuant to a customary and traditional employer-union hiring arrangement nor openings in an educational institution which are restricted to students of that institution. Under the most compelling circumstances an employment opening may not be suitable for listing, including such situations where the needs of the Government cannot reasonably be otherwise supplied, where listing would be contrary to national security, or where the requirement of listing would otherwise not be for the best interest of the Government.

(2) "Appropriate office of the State employment service system" means the local office of the Federal-State national system of public employment offices with assigned responsibility for serving the area where the employment opening is to be filled, including the District of Columbia, Guam, Puerto Rico, and the Virgin Islands.

(3) "Openings which the Contractor proposes to fill from within his own organization" means employment openings for which no consideration will be given to persons outside the Contractor's organization (including any affiliates, subsidiaries, and the parent companies) and includes any openings which the Contractor proposes to fill from regularly established "recall" lists.

(4) "Openings which the Contractor proposes to fill pursuant to a customary and traditional employer-union hiring arrangement" means employment openings which the Contractor proposes to fill from union halls, which is part of the customary and traditional hiring relationship which exists between the Contractor and representatives of his employees.

(I) The Contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.

(J) In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.

(K) The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Director, provided by or through the contracting officer. Such notices shall state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam era for employment, and the rights of applicants and employees.

(L) The Contractor will notify each labor union representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of the Vietnam Era Veterans Readjustment Assistance Act, and is committed to take affirmative action to employ and advance qualified disabled veterans and veterans of the Vietnam era..

(M) The Contractor will include the provisions of this clause in every subcontract or purchase order of \$10,000 or more unless exempted by rules, regulations, or orders of the Secretary issued pursuant to the Act, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

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## **Section 12**

### **Employment Opportunities - "HUD Section 3"**

#### **General**

These requirements apply to the City of Duluth contracts receiving assistance under the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program.

#### **Type of Covered Projects**

24CFR570.607 (b) of the HUD CDBG Program Regulations state in part "... that employment and other economic opportunities arising in connection with housing rehabilitation, housing construction, or other public construction projects shall to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations be given to low- and very low-income persons.

#### **Thresholds**

In accordance with the provisions of 24CFR135.3(a) (3) (ii) (A), the requirements of this Section apply to those recipients as defined at 24CFR135.5 when the amount of this contract exceeds \$200,000.

In addition, in accordance with the provisions of 24CFR135.3 (a) (3) (ii) (B), the requirements of this Section apply to any contractor or subcontractor whose contract exceeds \$100,000 as a result of assistance provided under this contract.

#### **Requirements (Section 3 Clause)**

(A) The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(B) The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

(C) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement, or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The

notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

(D) The Contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

(E) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligation under 24 CFR part 135.

(F) Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD-assisted contracts.

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### **Section 13**

#### **Federal Requirements for Minority/Women Business Enterprises Contract Guidance - MPFA**

##### **General**

Municipalities that receive loan funding must comply with Federal requirements concerning utilization of Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE). These requirements are designed to encourage the prime contractors to utilize MBEs and WBEs whenever procurement opportunities occur.

##### **Regulation**

40 C.F.R. Section 35.3145(d) Application of other Federal Authorities, M/WBE Requirements

Executive Orders No. 11625, 12138 and 12432 - Promoting the use of M/WBEs

Section 129 of Public Law 100-590 - Small Business Administration Reauthorization and Amendment Act of 1988

Regulations detailed in the EPA's *Cross-Cutting Federal Authorities - Clean Water Act State Revolving Fund Program and Safe Drinking Water Act State Revolving Fund Program*

##### **Implementation**

The "fair share" target percentage participation proposed for this project is 3.5 percent (3.5%) for MBE and 11.5 percent (11.5%) for WBE.

If the Contractor intends to let any subcontractors for a portion of the work, the Contractor shall take affirmative steps to assure that minority and women businesses are utilized when possible as sources of supplies, equipment, construction and services. Affirmative steps shall include the following:

- a) Include qualified minority businesses on solicitation lists.
- b) Assure that minority businesses are solicited whenever they are potential sources.
- c) When economically feasible, divide total requirements into smaller tasks or quantities so as to permit maximum small and minority business participation.
- d) Where the requirement permits, establish delivery schedules, which will encourage participation by minority businesses.
- e) Use the services and assistance of the Office of Minority Business Enterprise of the Department of Commerce.

The low bidder will be required to submit to the City of Duluth documentation of his good faith efforts to meet the targeted goals of utilizing MBEs and WBEs.

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### **Section 14 - Forms**

#### **Minnesota Department of Transportation and City of Duluth, Minnesota funded certified payroll forms**

- MnDOT Prime Contractor's-Subcontractor's Statement of Compliance form (12/2010)  
[www.dot.state.mn.us/const/labor/forms.html](http://www.dot.state.mn.us/const/labor/forms.html)
- Certified Payroll Forms  
<http://www.dol.gov/forms/whd/wh347.pdf>  
use front side only

#### **U. S. Department of Housing and Urban Development and federal government funded certified payroll forms**

- Statement of Compliance Form & Certified Payroll Forms  
<http://www.dol.gov/forms/whd/wh347.pdf>  
(use reverse side for Statement of Compliance form)
- MnDOT Prime Contractor's-Subcontractor's Statement of Compliance form (12/2010)  
[www.dot.state.mn.us/const/labor/forms.html](http://www.dot.state.mn.us/const/labor/forms.html)

#### **Minnesota Department of Transportation Trucking Requirements**

- Month End Trucking Report Form A and Form B
- Month End Trucking Report Statement of Compliance
- Definitions, instructions, forms:  
[www.dot.state.mn.us/const/labor/forms.html](http://www.dot.state.mn.us/const/labor/forms.html)

PROJECT LABOR AGREEMENT

NO STRIKE, NO LOCKOUT

**PUBLIC SECTOR**

**CITY OF DULUTH**

**&**

**Vendor**

**Project name**

**Project No.**

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## **AGREEMENT**

This Project Labor Agreement (hereinafter, the “Agreement”), effective as of the date of attestation by the City Clerk, by and between the various contractors engaged in the construction of facilities to be known as the (Project). The parties to this Agreement are the Building and Construction Trades Council, on behalf of its affiliated Local Unions (hereinafter “Union” or “Unions”), the City of Duluth (hereinafter “Owner”) and Contractor (hereinafter “Construction Manager/General Manager,” “Contractor,” and “Contractors”).

It is understood by the parties to this Agreement that it is the policy of the Owner that the construction work covered by this Agreement shall be contracted to Contractors who agree to be bound by the terms of this Agreement. Therefore, the Union agrees that other Contractors may execute the Agreement for the purpose of covering that work. The Construction Manager/General Contractor shall monitor compliance with this Agreement by all Contractors who through their execution of this Agreement, together with their subcontractors, have become bound hereto.

The term “Contractor” shall include all Contractors and subcontractors of whatever tier engaged in on-site construction work within the scope of this Agreement.

The Union and all signatory Contractors agree to abide by the terms and conditions contained in this Agreement with respect to the administration of the Agreement by the Owner and the performance of the construction by the Contractor of the Project. This Agreement represents the complete understanding of the parties, and it is further understood that no Contractor party is required to sign any other agreement as a condition of performing work within the scope of this Agreement. No practice, understanding or agreement between a Contractor and a Union party which is not explicitly set forth in this Agreement shall be binding on any other party unless endorsed in writing by the Project Contractor.

## **ARTICLE I - PURPOSE**

The (Project), an undertaking of the Owner, is a public project which will employ numbers of skilled and unskilled workers. Construction of the Project will entail utilization of the construction industry in an area having multiple labor contracts and employer associations. Consequently, conflicts within labor-management relations could cause delay or disruption of the efficient completion of the .project unless maximum cooperation of all segments of the construction industry is obtained. This Agreement is to establish as the minimum standards on the Project the hours and working conditions as those prevailing for the largest number of workers engaged in the same classes of work within the area.

It is in the public interest that the Project progress and be completed in an expeditious and efficient manner, free of disruption or delay of any kind. Therefore, it is essential to secure optimum productivity and to eliminate any delays in the work. In recognition of the special needs of this Project and to maintain a spirit of harmony, labor-management peace and stability during the term of this Project Labor Agreement, the parties agree to establish effective and binding methods for the settlement of all misunderstandings, disputes or grievances which may arise. Therefore, the Unions agree not to engage in any strike, slowdown or interruption of work and the Contractor agrees not to engage in any lockout.

## **ARTICLE II - SCOPE OF THE AGREEMENT**

Section 1. This Agreement, hereinafter designated as the “Project Labor Agreement” or “Agreement,” shall apply and is limited to all construction work included in all Bid Categories for the (Project), under the direction of the signatory Contractors and performed by those Contractor(s) of whatever tier which have contracts awarded for such work on and after the effective date of this Agreement with regard to the Project.

Such Project is generally described as the construction of: **Project**

Section 2. It is agreed that all direct subcontractors of a Contractor, of whatever tier, who have been awarded contracts for work covered by this Agreement on or after the effective date of this Agreement shall be required to accept and be bound by the terms and conditions of the Project Labor Agreement.

Section 3. The provisions of this Project Labor Agreement shall apply to all craft employees represented by any Union listed in Schedule A hereto attached and shall not apply to other field personnel or managerial or supervisory employees as defined by the National Labor Relations Act.

Section 4. All employees covered by this Agreement shall be classified in accordance with work performed and paid the base hourly wage rates for those classifications as specified in the attached Schedule A.

Section 5. The Contractors agree to pay contributions to the established employee benefit funds in the amounts designated in the appropriate Schedule A.

Contractors that are not signatory to a collective bargaining agreement beyond the scope of this Agreement ("PLA contractor") may select to participate in the legally established industry health reimbursement arrangement ("HRA") plan, in lieu of contributing to the respective bona fide benefit funds as designated in Schedule A. The amount of the contribution is based on the difference between the contribution amount of the bona fide Schedule A benefit funds and the cost of the PLA contractor's bona fide non-discretionary plans. Contributions must be made on behalf of named employees. Participating contractors will submit to the Trustees of the HRA trust and plan a copy of their plan, summary plan description, and the premium structure for workers covered under the PLA contractor's bona fide, non-discretionary plans. The value of the PLA contractor's benefit plans are subject to confirmation by the Trustees of the HRA trust and plan. This may include an independent audit according to a policy as established by the Trustees. Contractors are required to submit certified payroll reports to the Trustees or authorized administrator in order to confirm compliance with the terms of the HRA trust and plan.

The Contractors adopt and agree to be bound by the written terms of the legally-established Trust Agreements (or in lieu thereof, the aforementioned HRA plan and trust including any policies) specifying the detailed basis on which payments are to be made into, and benefits paid out of, such Trust Funds. The Contractors authorize the parties to such Trust Agreements to appoint trustees and successor trustees to administer the Trust funds and hereby ratify and accept the Trustees so appointed as if made by the Contractors.

Section 6. In the event of any conflict between any provisions of this Agreement and in the Local Area Agreements, the terms of this Agreement will be applied. In other words, where a subject covered by the provisions of this Project Labor Agreement is also covered by the Local Area Agreement the provisions of this Project Labor Agreement shall prevail. Where a subject is covered by the Local Area Agreement and not covered by this Project Labor Agreement, the Local Area Agreement provisions shall prevail.

Section 7. This Agreement shall only be binding on the signatory parties hereto and shall not apply to the parents, affiliates, subsidiaries, or other ventures of any such party.

Section 8. This Agreement shall be limited to work historically recognized as construction work. Nothing contained herein shall be construed to prohibit, restrict, or interfere with the performance of any other operation, work or function which may occur in or around the Project site or be associated with the development of the Project, or with the ongoing operations of the Owner.

Section 9. It is understood that the liability of any Contractor and the liability of the separate Unions under this Agreement shall be several and not joint. The Union agrees that this Agreement does not have the effect of creating any joint employment status between or among Owner and any Contractor.

Section 10. All workers delivering fill, sand, gravel, crushed rock, transit/concrete mix, asphalt or other similar materials and all workers removing any materials from the construction site as required by the specifications are subject to the provisions of the Minnesota state



prevailing wage law and are entitled to the appropriate area standard wage. For purposes of this contract, such materials are for specified future use and per Minnesota state prevailing wage law delivery and pickup of the above-listed materials constitutes incorporation.

### **ARTICLE III - UNION RECOGNITION AND REPRESENTATION**

Section 1. The Contractor recognizes the Union as the sole and exclusive bargaining representative of all craft employees working on facilities within the scope of this Agreement.

Section 2. Authorized representatives of the Union shall have access to the Project, provided they do not interfere with the work of employees and further provided that such representatives fully comply with the posted visitor and security and safety rules of the Project.

### **ARTICLE IV - LABOR HARMONY CLAUSE**

The contractor shall furnish labor that can work in harmony with all other elements of labor employed on that (Project) and shall submit a labor harmony plan to demonstrate how this will be done. "Harmony" shall include the provision of labor that will not, either directly or indirectly, cause or give rise to any work disruptions, slow downs, picketing, stoppages, or any violence or harm to any person or property while performing any work, or activities incidental thereto at the (project). The labor harmony plan should include the company's labor management policies, collective bargaining agreements if any and their expiration dates, past labor relations history, a listing of activities anticipated under this contract that may potentially cause friction with on-site workers, and procedures the company will undertake to eliminate this friction.

The contractor agrees that it shall require every lower-tier subcontractor to provide labor that will work in harmony with all other elements of labor employed in the work, and will include the provisions contained in the paragraph above, in every lower-tier subcontract let for work under this contract.

The requirement to provide labor that can work in harmony with all other elements of labor employed in the work throughout the contract performance is a material element of this contract. Failure by the contractor or any of its lower tier subcontractors to comply with this requirement shall be deemed a material breach of the contract which will subject the contractor to all rights and remedies the city of Duluth may have, including without limitation the right to terminate the contract.

## **ARTICLE V - WORK STOPPAGES AND LOCKOUTS**

Section 1. There shall be no strike, picketing, work stoppages, slowdowns or other disruptive, activity for any reason by the Union or employees against any Contractor covered under this Agreement, and there shall be no lockout by the Contractor. Failure of any Union or employee to cross any picket line established by any union, signatory or non-signatory, or any other organization, at or in proximity to the Project site is a violation of this Article.

Section 2. Any party alleging a breach of Section 1, of Article IV shall have the right to petition a court for temporary and permanent injunctive relief. The moving party need not show the existence of irreparable harm, and shall be required to post bond only to secure payment of court costs and attorney fees as may be awarded by the court.

## **ARTICLE VI - DISPUTES AND GRIEVANCES**

Section 1. This Agreement is intended to provide close cooperation between management and labor. The Construction Manager/General Contractor and the Building and Construction Trades Council shall each assign a representative to this Project for the purpose of assisting the Local Unions, together with the Contractor, to complete the construction of the Project economically, efficiently, continuously and without interruption, delays or work stoppages.

Each Contractor shall hold a pre-job conference with the Union and Construction Manager/General Contractor to clear up any project question and work assignments in which there is thought to be a difference in opinion. Every effort will be made to hold such conference well in advance of actual work performance.

Section 2. The Contractor, Union, and employees collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes over grievances in accordance with the arbitration provisions set forth in the Local Area Agreements in effect with the Unions listed in Schedule A attached hereto.

## **ARTICLE VII - JURISDICTIONAL DISPUTES**

Section 1. There will be no strikes, work stoppages, slowdowns, or other disruptive activity arising out of any jurisdictional dispute. Pending the resolution of the dispute, the work shall continue uninterrupted as assigned by the Contractor.

Section 2. Building construction work shall be assigned by the Contractor in accordance with the procedural rules of the Plan for the Settlement of Jurisdictional Disputes in the Construction Industry (hereinafter the "Plan"). Any jurisdictional dispute over the Contractor's assignment of work shall be settled in accordance with the provisions of the Plan.

Section 3. Where a jurisdictional dispute involves the International Brotherhood of Teamsters, it shall be referred for resolution to that International Union and the disputing International Union. The resolution of the dispute shall be reduced to writing, signed by the authorized representative of the International Unions and the Contractor. The assignments made by the Contractor shall be followed until such time as the dispute is resolved in accordance with this Section.

## **ARTICLE VIII - NO DISCRIMINATION**

Section 1. The Contractor and Union agree that they will not discriminate against any employee or applicant for employment because of his or her membership or nonmembership in a Union or based upon race, color, religion, sex, national origin or age in any manner prohibited by law or regulation.

Section 2. Any complaints regarding application of the provisions of Section 1 should be brought to the immediate attention of the involved Contractor for consideration and resolution.

Section 3. The use of the masculine or feminine gender in this Agreement shall be construed as including both genders.

## **ARTICLE IX - SAVINGS AND SEPARABILITY**

It is not the intention of the parties to violate any laws governing the subject matter of this Agreement. The parties hereto agree that in the event any provisions of the Agreement are finally held determined to be illegal or void as being in contravention of any applicable law, the remainder of the Agreement shall remain in full force and effect unless the part or parts so found to be void are wholly inseparable from the remaining portions of this Agreement. Further, the contractor and Union agree that if and when any and all provisions of this Agreement are finally held or determined to be illegal or void by Court of competent jurisdiction, the parties will promptly enter into negotiations concerning the substance affected by such decision for the purpose of achieving conformity with the requirements of an applicable law and the intent of the parties hereto.

## **ARTICLE X DURATION OF THE AGREEMENT**

The Project Labor Agreement shall be effective as of the date of attestation by the City Clerk, and shall continue in effect for the duration of the Project construction work described in Article II hereof Construction of any phase, portion, section or segment of the project shall be deemed complete when such phase, portion, section or segment has been turned over to the Owner and has received the final acceptance from the Owner's representative.

Since there are provisions herein for no strikes or lockouts in the event any changes are negotiated and implemented under a Local Area Agreement during the term of this Agreement, the Contractor agrees that, except as specified herein, such changes shall be recognized and shall apply retroactively to the termination date in the particular Local Agreement involved. Each Contractor which has a Local Agreement with a Union at the time that its contract at the project

commences shall continue it in effect with each said Union so long as the Contractor remains on the project. In the event any such Local Area Agreement expires, the Contractor shall abide by all of the terms of the expired Local Agreement until agreement is reached on a new Local Agreement, with any changes being subject to the provisions of this Agreement.

The Union agrees that there will be no strikes, work stoppages, sympathy actions, picketing, slowdowns or other disruptive activity affecting the Project by any Union involved in the negotiation of a Local Area Agreement nor shall there be any lockout on this Project affecting the Union during the course of such negotiations.

IN WITNESS WHEREOF the parties have entered into this Agreement to be effective as of the day and year above written.

DULUTH BUILDING AND  
CONSTRUCTION TRADES COUNCIL

**VENDOR**

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

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

Its \_\_\_\_\_  
(Printed Name/Title)

Its \_\_\_\_\_  
(Printed Name/Title)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF DULUTH

By: \_\_\_\_\_  
Mayor

Attest:  
\_\_\_\_\_  
City Clerk

Date: \_\_\_\_\_

\_\_\_\_\_  
City Auditor

Date: \_\_\_\_\_

\_\_\_\_\_  
Assistant City Attorney

Date: \_\_\_\_\_

## **SCHEDULE “A”**

- A1 Asbestos Workers Local 49
- A-2 Boilermakers Local 647
- A-3 BAC Local 1 Chapter 3 Duluth & Iron Range
- A-4 Carpenters Local 361
- A-5 Cements Masons/Plasterers Local 633
- A-6 Elevator Constructors Local 9
- A-7 IBEW Local 242
- A-8 Iron Workers Local 512
- A-9 Laborers Local 1091
- A-10 Millwrights & Machinery Erectors Local 1348
- A-11 Operating Engineers Local 49
- A-12 Painters & Allied Trades Local 106
- A-13 Plumbers & Fitters Local 11
- A-14 Roofers Local 96
- A-15 Sheet Metal Workers Local 10
- A-16 Sprinkler Fitters Local 669
- A-17 Teamsters Local 346

## Building Trades Affiliates Contract Expirations

Heat & Frost Insulators Local 49	May 31, 2017
Boilermakers Local 647	December 31, 2016
Bricklayers Local 1	April 30, 2016
Carpenters Local 361	May 30, 2017
Cement Masons Local 633	April 30, 2017
Elevator Constructors Local 9	July 8, 2017
Glaziers Local 106	April 30, 2017
IBEW Local 242	May 31, 2019
Iron Workers Local 512	April 30, 2016
Laborers Local 1091	April 30, 2017
Operator Engineers Local 49 (Bldrs)	April 30, 2016
(Hwy Heavy)	April 30, 2017
Painters Local 106	April 30, 2017
Plumbers & Steamfitters Local 11	April 30, 2017
Roofers Local 96	June 30, 2016
Sheet Metal Local 10	April 30, 2016
Sprinkler Fitters Local 669	March 31, 2016
Teamsters Local 346	April 30, 2017

*Updated 9/4/2015*



# DULUTH BUILDING AND CONSTRUCTION TRADES COUNCIL

2002 LONDON ROAD

LABOR CENTER

DULUTH, MINN. 55812



<b>Officers:</b> Craig Olson <i>President</i> Darrell Godbout <i>Vice President</i> Dan Olson <i>Secretary</i> Jeff Daveau <i>Treasurer</i>	<b>ASBESTOS WORKERS LOCAL 49</b> Dave Cartwright 2002 London Road #210 Duluth, MN 55812 (218) 724-3223 / Fax# 724-1870 <a href="mailto:dave@insulatorslocal49.org">dave@insulatorslocal49.org</a>	<b>BOILERMAKERS LOCAL 647</b> Bill Polchow 1007 NW 4 <sup>th</sup> Street, Ste C Grand Rapids, MN 55744 (218) 326-2522 / Fax# SAME <a href="mailto:bpolchow647@outlook.com">bpolchow647@outlook.com</a>	<b>BAC LOCAL #1 CHAPTER 3 DULUTH &amp; IRON RANGE</b> Stan (Ogie) Paczynski 2002 London Road #100 Duluth, MN 55812 (218) 724-8374 / Fax# 724-8341 <a href="mailto:spaczynski@bac1mn-nd.org">spaczynski@bac1mn-nd.org</a>
<b>Boilermakers #647</b> <b>Bricklayers #1</b>	<b>CARPENTERS LOCAL 361</b> Steve Risacher & Chris Hill 5238 Miller Trunk Hwy Hermantown, MN 55811 (218) 724-3297 / Fax# 724-8536 <a href="mailto:sisacher@ncsrcc.org">sisacher@ncsrcc.org</a> <a href="mailto:chill@ncsrcc.org">chill@ncsrcc.org</a>	<b>CEMENT MASONS LOCAL 633</b> Michael Syversrud 2002 London Road #112 Duluth, MN 55812 (218) 724-2323 / Fax# 724-2472 <a href="mailto:mikes@local633.org">mikes@local633.org</a>	<b>ELEVATOR CONSTRUCTORS LOCAL 9</b> Dave Aaserud 433 Little Canada Rd E Little Canada, MN 55117 (651) 287-0817 / Fax# 287-0820 <a href="mailto:d.aaserud@local9.com">d.aaserud@local9.com</a>
<b>Carpenters #361</b>	<b>IBEW LOCAL 242</b> Don Smith 2002 London Road #111 Duluth, MN 55812 (218) 728-6895 / Fax# 728-1965 <a href="mailto:dsmithlc1242@unions-america.com">dsmithlc1242@unions-america.com</a>	<b>IRON WORKERS LOCAL 512</b> Darrell Godbout, <i>Vice President</i> 3752 Midway Road Hermantown, MN 55810 (218) 724-5073 / Fax# 724-1525 <a href="mailto:darrell@iron512.com">darrell@iron512.com</a>	<b>LABORERS LOCAL 1091</b> Dan Olson, <i>Secretary</i> 2002 London Road #119 Duluth, MN 55812 (218) 728-5151 / Fax# 728-2431 <a href="mailto:laborers@local1091.com">laborers@local1091.com</a>
<b>Cement Masons #633</b>	<b>MILLRIGHTS &amp; MACHINERY ERECTORS LOCAL 1348</b> Wayne Nordin 307 N 1 <sup>st</sup> Street Virginia, MN 55792 (218) 741-6314 / Fax# 741-6017 <a href="mailto:wnordin@ncsrcc.org">wnordin@ncsrcc.org</a>	<b>OPERATING ENGINEERS LOCAL 49</b> Brent Pykkonen 2002 London Road #116 Duluth, MN 55812 (218) 724-3840 / Fax# 728-1441 <a href="mailto:pyke49@yahoo.com">pyke49@yahoo.com</a>	<b>PAINTERS LOCAL 106</b> Craig Olson, <i>President</i> 2002 London Road #106 Duluth, MN 55812 (218) 724-6466 / Fax# 724-7359 <a href="mailto:president@duluthbuildingtrades.com">president@duluthbuildingtrades.com</a>
<b>Elevator #9</b>	<b>PLUMBERS &amp; FITTERS LOCAL 11</b> Jeff Daveau, <i>Treasurer</i> 4402 Airpark Boulevard Duluth, MN 55811 (218) 727-2199 / Fax# 727-2298 <a href="mailto:jeff@ualocal11.com">jeff@ualocal11.com</a>	<b>ROOFERS LOCAL 96</b> Vance Anderson 1145 Villa Vista Circle Cromwell MN 55726 (218) 644-1096 / Fax# SAME <a href="mailto:valocal96@yahoo.com">valocal96@yahoo.com</a>	<b>SHEET METAL WORKERS LOCAL 10</b> Doug Christy 6279 Industrial Road Saginaw, MN 55779 (218) 724-6873 / Fax# SAME <a href="mailto:dchristy@smw10.org">dchristy@smw10.org</a>
<b>IBEW #242</b>	<b>SPRINKLER FITTERS LOCAL 669</b> James Westby PO Box 398 Mabel, MN 55954 (507) 493-5671 / Fax# 493-5481 <a href="mailto:westby@mabeltel.coop">westby@mabeltel.coop</a>	<b>TEAMSTERS LOCAL 346</b> Rod Alstead 2802 West 1 <sup>st</sup> Street Duluth, MN 55806 (218) 628-1034 / Fax# 628-0246 <a href="mailto:team1346@qwest.net">team1346@qwest.net</a>	
<b>Insulators #49</b>			
<b>Ironworkers #512</b>			
<b>Laborers #1091</b>			
<b>Millrights #1348</b>			
<b>Operators #49</b>			
<b>Painters #106</b>			
<b>Pipelitters #11</b>			
<b>Roofers #96</b>			
<b>Sheetmetal #10</b>			
<b>Sprinklerfitters #669</b>			
<b>Teamsters #346</b>			

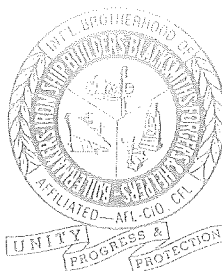
*International Brotherhood of*

**BOILERMAKERS · IRON SHIP BUILDERS**

9459 N.W. Highway 10, Suite 105

Ramsey, MN 55303-7280

S-43



*Local Lodge No. 647*

**BLACKSMITHS · FORGERS & HELPERS**

Luke A. Voigt

Business Manager/Secretary Treasurer

763-712-9930 . Fax: 763-712-9935

December 1, 2015

**TO WHOM IT MAY CONCERN:**

The following wage package changes listed below become effective 01/01/2016 thru 12/31/2016 for Boilermakers Local Lodge #647. Per the Great Lakes Articles of Agreement for the year of 2016, there is a \$1.40 increase to be allocated by the membership. The \$1.40 has been allocated as follows: \$1.00 will go to a wage increase, \$.40 will go to an Annuity increase. Per Article 24.4, the 647 Development and Training Fund (D&T) will increase \$.05 for a total contribution of \$.51.

<b>CHANGES AS OF:</b>	<b>January 1, 2016</b>	<b>Effective:</b>	<b>01/01/2016</b>
Increase General Foreman	\$ 1.00	General Foreman Wage	\$ 39.65
Increase Foreman	1.00	Foreman Wage	37.65
Increase Journeyman	1.00	Journeyman Wage	35.15
Increase Annuity	.40	Pension Trust	14.14
Increase 647 D&T	.05	Annuity Trust	4.40
Increase Vacation Fund Deduction	.95	Health & Welfare Fund	7.07
Increase Subsistence	5.00	Retiree Welfare Plan	.50
		Apprenticeship Fund	.40
		MOST	.34
		647 D&T	.51
		Deductions (after tax)	
		Vacation Trust	2.00
		647 Political Action Fund	.05

All other benefits and deductions remain the same for the Great Lakes Articles of Agreement as listed further in this letter.

Subsistence will be paid under the terms and conditions of the Great Lakes Articles of Agreement. For the provisions of the agreement on subsistence, Addendum A of the agreement states effective 01/01/2016 thru 12/31/2016 the daily rate of Subsistence is \$65.00 per day if a Boilermaker's permanent address is 50 miles from the jobsite.

Boilermaker-Blacksmith National Pension Trust (\$14.14), National Annuity (\$4.40), National Health & Welfare Fund (\$7.07), Boilermakers Great Lakes Region Retiree Welfare Plan (\$.50), Boilermakers 647 D&T Fund (\$.51), Boilermakers 647 Political Action Fund (\$.05 deducted after taxes), to be paid on hours PAID, not hours worked.

Vacation Trust (\$2.00 deducted after taxes), Apprenticeship Fund (\$.40) and MOST (\$.34) are to be paid on hours WORKED.

647 Political Action Fund and 647 D&T Fund monies will be submitted to Local 647 on separate forms and will require separate checks for each fund.

Boilermakers receive time and one-half over the established workday of eight hours and all time worked on Saturdays. All time worked on Sundays and holidays are double time.

Effective November 1, 2011, Field Dues increased to 4.25% of the gross pay, which is remitted to Local 647.

An Emergency Work Addendum has been added to the Great Lakes Articles of Agreement which provides for time and one half rate of pay for unscheduled emergency outages. If you would like a copy of this addendum please contact Local 647.

This is the third and final year of the agreement.

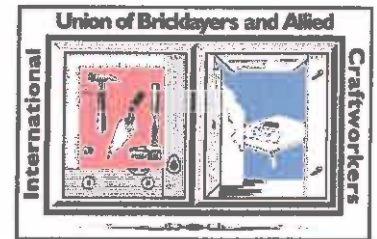
If you have any questions please call me at 763-712-9930.

Very truly yours,



Luke A. Voigt  
Business Manager/Secretary Treasurer  
Boilermakers Local Lodge #647

LAV/vm  
opeiu #12



# Bricklayers and Allied Craftworkers

## Local Union 1 Minnesota / North Dakota

312 Central Avenue, Suite 328  
Minneapolis, Minnesota 55414

"Building For the Future"

TELEPHONE: 612/379-2966

FAX: 612/379-8754

MICHAEL J COOK  
President/Secretary-Treasurer

To: All Associated General Contractors  
Minnesota Masonry Contractors  
Independent Contractors  
Chapter #3  
Duluth Area

### Scope of the Agreement

This agreement shall cover all of the part of St. Louis County, south of a line between townships 54 and 55 (two miles north of Cotton), also the eastern half of Aitkin County on a line with the northeast boundary line of Mille Lacs County, also Carlton, Lake, Cook, Pine and Kanabec.

January 28, 2015

### BRICKLAYERS AND ALLIED CRAFTWORKERS LOCAL UNION 1 MINNESOTA / NORTH DAKOTA DULUTH AREA – BRICKLAYERS, BLOCKLAYERS AND P.C.C.'S

This is to advise you that the new working agreement calls for a \$1.00 increase per hour on May 1, 2015. Please inform your bookkeeping department of the following rates.

The total wage rate effective May 1, 2015 for members of the Bricklayers and Allied Craftworkers will be as follows:

WAGES	HEALTH \$BANK – RPP	HRA	IU & PPA PENSION	LOCAL PENSION	DUL ANN	DUL VAC	DUES	IMI	APPR	FCF	TOTAL
29.64	(5.65 + 1.10)	.88	(1.50 + .44)	6.70	3.85	2.00	1.23	.54	.30	.02	53.85

Base Rate: \$29.64  
Vacation, Dues Check Off: \$3.23  
Taxable Amount: \$32.87

**FOREMAN RATE** - The Foreman rate shall be an additional \$3.00 above the scale.

**REFRACTORY** - The Refractory Base Wage rate shall be \$31.14 with above fringe benefits.

**VACATION PAY** - Vacation Pay shall be pyramided in all overtime pay. Time and one-half = \$3.00  
Double-time = \$4.00

Sincerely,

*Michael J Cook*

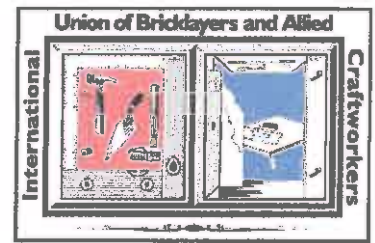
### APPRENTICE WAGES

#### BASE WAGE TAXABLE

1st 1000 hours 50% - \$14.82	\$18.05*
2nd 1000 hours 55% - \$16.30	\$19.53*
3rd 1000 hours 65% - \$19.27	\$22.50*
4th 1000 hours 75% - \$22.23	\$25.46*
5th 1000 hours 85% - \$25.19	\$28.42*
6th 1000 hours 95% - \$28.16	\$31.39*

\* Taxable wage - Includes Vacation and Dues

Michael J. Cook  
President / Secretary - Treasurer  
Bricklayers and Allied Craftworkers  
Local Union 1 Minnesota / North Dakota  
8 – 2015



# ***Bricklayers and Allied Craftworkers***

## ***Local Union 1 Minnesota / North Dakota***

312 Central Avenue, Suite 328  
Minneapolis, Minnesota 55414

"Building For the Future"

TELEPHONE: 612/379-2966

FAX: 612/379-8754

MICHAEL J. COOK  
President/Secretary-Treasurer

To: All Associated General Contractors  
Minnesota Tile Contractors  
Independent Contractors  
Chapter #3  
Duluth Area

### **Scope of the Agreement**

This agreement shall cover the counties of St. Louis, Koochiching, Itasca, Aitkin, Carlton, Lake, and Cook. The agreement shall also cover all of the part of Pine County north of County Road 30 and include the city of Sandstone.

March 5, 2015

### **BRICKLAYERS AND ALLIED CRAFTWORKERS** **LOCAL UNION 1 MINNESOTA / NORTH DAKOTA**

#### **DULUTH AREA - TILE LAYERS**

This is to advise you that the new working agreement calls for a \$1.06 increase per hour on May 1, 2015. Please inform your bookkeeping department of the following rates.

The total wage rate effective May 1, 2015 for members of the Bricklayers and Allied Craftworkers will be as follows:

WAGES	HEALTH \$BANK - RPP	HRA	IU & PPA PENSION	LOCAL PENSION	LOCAL ANNUITY	VAC.	DUES	IMI	APPR	FCF	TOTAL
23.02	(5.65 + 1.10)	.71	(1.50 + .44)	6.70	4.68	.50	1.07	.46	.20	.02	46.05

Base Rate: \$23.02  
Vacation, Dues Check Off: \$1.57  
Taxable Amount: \$24.59

Foreman shall receive an additional \$1.00 above the scale.

Sincerely,

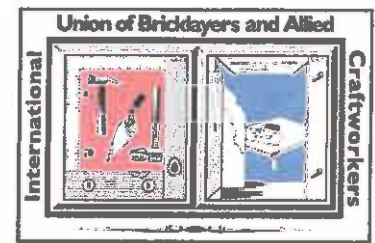
*Michael J. Cook*

Michael J. Cook  
President / Secretary - Treasurer  
Bricklayers and Allied Craftworkers  
Local Union 1 Minnesota / North Dakota

### **APPRENTICESHIP WAGES**

BASE WAGE	TAXABLE
1st 2000 hours 91% - \$20.95	\$22.52 *
2nd 2000 hours 94% - \$21.64	\$23.21 *
3rd 2000 hours 97% - \$22.33	\$23.90 *

\* Taxable wage = Includes Dues



# ***Bricklayers and Allied Craftworkers***

## ***Local Union 1 Minnesota / North Dakota***

312 Central Avenue, Suite 328  
Minneapolis, Minnesota 55414

"Building For the Future"

TELEPHONE: 612/379-2966

FAX: 612/379-8754

MICHAEL J. COOK  
President/Secretary-Treasurer

To: All Associated General Contractors  
Minnesota Tile Contractors  
Independent Contractors  
Chapter #3  
Duluth Area

### **Scope of the Agreement**

This agreement shall cover the counties of St. Louis, Koochiching, Itasca, Aitkin, Carlton, Lake, and Cook. The agreement shall also cover all of the part of Pine County north of County Road 30 and include the city of Sandstone.

March 5, 2015

### **BRICKLAYERS AND ALLIED CRAFTWORKERS** **LOCAL UNION 1 MINNESOTA / NORTH DAKOTA** **DULUTH AREA - TILE FINISHERS**

This is to advise you that the new working agreement calls for a \$.80 increase per hour on May 1, 2015. Please inform your bookkeeping department of the following rates.

The total wage rate effective May 1, 2015 for members of the Bricklayers and Allied Craftworkers will be as follows:

WAGES	HEALTH \$BANK - RPP	HRA	IU & PPA PENSION	LOCAL PENSION	LOCAL ANNUITY	VAC.	DUES	IMI	APPR	FCF	TOTAL
16.24	(5.65 + 1.10)	.50	(1.50 + .44)	6.70	.50	.50	.85	.35	.20	.02	34.55

Base Rate: \$16.24  
Vacation, Dues Check Off: \$1.35  
Taxable Amount: \$17.59

Sincerely,

*Michael J. Cook*

Michael J. Cook  
President / Secretary - Treasurer  
Bricklayers and Allied Craftworkers  
Local Union 1 Minnesota / North Dakota

### **APPRENTICESHIP WAGES**

BASE WAGE	TAXABLE
1st 1000 hours 60% - \$9.74	\$11.09*
2nd 1000 hours 70% - \$11.37	\$12.72 *
3rd 1000 hours 80% - \$12.99	\$14.34 *
4th 1000 hours 90% - \$14.62	\$15.97 *

\* Taxable wage = Includes Dues



## Northern Minnesota

### Local 361

#### Commercial & Residential Carpenter Wage Rates

Effective May 1, 2015

CARPENTERS										
Effective May 1, 2015										
Classification	Percent (%)	Gross Wages	Deductions		Fringe Benefits					Total Package
			Savings	Dues	Health	DB Pension	DC Pension	Apprentice/ Education	Fair Contracting	
Commercial Foreman (+2.00 Above JP)	100%	\$31.55	-\$1.30	-\$1.26	\$6.33	\$6.15	\$3.00	\$0.60	\$0.02	\$47.65
Commercial Journeyman	100%	\$29.55	-\$1.30	-\$1.18	\$6.33	\$6.15	\$3.00	\$0.60	\$0.02	\$45.65
Residential Foreman (+2.00 Above JP)	100%	\$27.12	-\$1.30	-\$1.08	\$6.33	\$6.15	\$3.00	\$0.60	\$0.02	\$43.22
Residential Journeyman	100%	\$25.12	-\$1.30	-\$1.00	\$6.33	\$6.15	\$3.00	\$0.60	\$0.02	\$41.22
Apprentice										
	6125-7000	97%	\$28.66	-\$1.30	-\$1.15	\$6.33	\$6.15	\$3.00	\$0.60	\$44.76
	5250-6125	93%	\$27.48	-\$1.30	-\$1.10	\$6.33	\$6.15	\$3.00	\$0.60	\$43.58
	4375-5250	88%	\$26.00	-\$1.30	-\$1.04	\$6.33	\$6.15	\$3.00	\$0.60	\$42.10
	3500-4375	83%	\$24.53	-\$1.30	-\$0.98	\$6.33	\$6.15	\$3.00	\$0.60	\$40.63
	2625-3500	78%	\$23.05	-\$1.30	-\$0.92	\$6.33	\$6.15	\$3.00	\$0.60	\$39.15
	1750-2625	73%	\$21.57	-\$1.30	-\$0.86	\$6.33	\$6.15	\$3.00	\$0.60	\$37.67
	875-1750	68%	\$20.09	-\$1.30	-\$0.80	\$6.33	\$6.15	\$3.00	\$0.60	\$36.19
	0-875	63%	\$18.62	-\$1.30	-\$0.74	\$6.33	\$6.15	\$3.00	\$0.60	\$34.72
Consisting of Carlton, Cook, Pine, and portions of Lake and St. Louis Counties in Minnesota and Douglas and Western Bayfield Counties in Wisconsin.										

Consisting of Carlton, Cook, Pine, and portions of Lake and St. Louis Counties in Minnesota and Douglas and Western Bayfield Counties in Wisconsin.

Residential work is defined as single family/duplex or smaller. All other work is considered commercial and should be paid accordingly.





## Minnesota Highway Heavy

### All Districts \*

#### Piledriver Wage Rates

Effective May 1, 2015

Classification	Percent (%)	Gross Wages	Deductions		Fringe Benefits					Total Package
			Savings	Dues	Health	DB Pension	DC Pension	Apprentice/ Education	Fair Contracting	
Foreman	100%	\$37.85	-\$1.15	-\$1.51	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$55.65
Piledriver Journeyperson	100%	\$35.85	-\$1.15	-\$1.43	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$53.65
Apprentice	42-48 Months	\$34.06	-\$1.15	-\$1.36	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$51.86
	36-42 Months	\$32.27	-\$1.15	-\$1.29	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$50.07
	30-36 Months	\$30.47	-\$1.15	-\$1.22	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$48.27
	24-30 Months	\$28.68	-\$1.15	-\$1.15	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$46.48
	18-24 Months	\$27.96	-\$1.15	-\$1.12	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$45.76
	12-18 Months	\$26.89	-\$1.15	-\$1.08	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$44.69
	6-12 Months	\$25.81	-\$1.15	-\$1.03	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$43.61
	0-6 Months	\$25.10	-\$1.15	-\$1.00	\$6.33	\$9.45	\$1.40	\$0.60	\$0.02	\$42.90

\*NOTE: Gross wages for Piledriver Apprentices working in all districts are calculated using the respective percentages of a District 1 Piledriver Journeyperson. Fringe Benefit allocations are also the same as a District 1 Piledriver Journeyperson.

The following rates are per hour above Journeyperson Piledriver scale.

Foreman: \$2.00 Certified Welder: \$1.00 Welder: \$0.50 Diver: \$6.50 Tender: \$3.00 Creosote: \$0.75 Tunnel Work: \$0.30  
The diving crew shall have a Designated Person In Charge (DPIC) in accordance with OSHA regulations. The contractor must always assign a crew that complies with OSHA regulations and may increase the crew to meet productivity and safety requirements.

Diver's Expenses: \$100.00 per day for use of personal equipment and \$50.00 per day for use of air compressor.

May 1, 2016 Increase: \$1.61 to be allocated





## Minnesota Highway Heavy

### District 2

#### Highway Heavy Carpenter Wage Rates

Effective May 1, 2015

Classification	Percent (%)	Gross Wages	Deductions		Fringe Benefits					Total Package
			Savings	Dues	Health	DB Pension	DC Pension	Apprentice/ Education	Fair Contracting	
Foreman	100%	\$36.11	-\$1.40	-\$1.44	\$6.33	\$7.35	\$2.80	\$0.60	\$0.02	\$53.21
Journey person	100%	\$34.11	-\$1.40	-\$1.36	\$6.33	\$7.35	\$2.80	\$0.60	\$0.02	\$51.21
Apprentice	6125-7000	97%	\$33.09	-\$1.40	-\$1.32	\$6.33	\$7.35	\$2.60	\$0.60	\$49.99
	5250-6125	93%	\$31.72	-\$1.40	-\$1.27	\$6.33	\$7.35	\$2.60	\$0.60	\$48.62
	4375-5250	88%	\$30.02	-\$1.40	-\$1.20	\$6.33	\$7.35	\$2.60	\$0.60	\$46.92
	3500-4375	83%	\$28.31	-\$1.40	-\$1.13	\$6.33	\$7.35	\$2.60	\$0.60	\$45.21
	2625-3500	78%	\$26.61	-\$1.40	-\$1.06	\$6.33	\$7.35	\$2.60	\$0.60	\$43.51
	1750-2625	73%	\$24.90	-\$1.40	-\$1.00	\$6.33	\$7.35	\$2.60	\$0.60	\$41.80
	875-1750	68%	\$23.19	-\$1.40	-\$0.93	\$6.33	\$7.35	\$2.60	\$0.60	\$40.09
	0-875	63%	\$21.49	-\$1.40	-\$0.86	\$6.33	\$7.35	\$2.60	\$0.60	\$38.39
Consisting of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, Pine and St. Louis Counties in Minnesota and in Wisconsin, Douglas and Western Bayfield Counties.										

**IMPORTANT NOTE TO CONTRACTORS:** Wage Percentages for APPRENTICES ONLY match rates in the jurisdiction in which they are indentured. Please check with local training centers to find correct jurisdictional indenture rates.

May 1, 2016 Increase: \$1.54 to be allocated



## CEMENT MASONS, PLASTERERS AND SHOPHANDS Local No. 633

*of Minnesota, North Dakota, and NW Wisconsin · AFL-CIO*

312 Central Avenue · Room 376 · Minneapolis, Minnesota 55414

Phone (612)379-1558 · Fax (612)379-1559

GREG MASSEY  
Financial Secretary  
Business Manager

DAVE SCHUTTA  
President

JOSEPH DeRASMI  
Business Agent

BRIAN GULLICKSON  
Business Agent

GREG JOHNSON  
Business Agent

JEROME JOHNSON  
Business Agent

MICHAEL KRAHN  
Business Agent

DARRELL LENDE  
Business Agent

MICHAEL SYVERSRUD  
Business Agent

THOMAS REGER  
Apprentice Coordinator

**TO: ALL NORTHERN MINNESOTA & NORTHWESTERN WISCONSIN  
PLASTERING CONTRACTORS**

**ATTN: PAYROLL DEPT, 2015 WAGE RATES**

This Agreement shall govern work done in the areas defined as follows:  
All of the following counties: Aitkin, Carlton, Cook, Itasca, Lake, St. Louis,  
and that part of Pine County north of T.24N, as well as the following  
counties in Wisconsin: Ashland, Bayfield, Douglas, Iron, Sawyer,  
Washburn, Burnett, and Price.

**EFFECTIVE MAY 1, 2015**

BASIC WAGE*	HEALTH & HRA WELFARE	PENSION	SAVINGS*	TRAINING	TOTAL	
31.24	7.23	2.00	7.94	(3.60)	.46	48.87

\*The Basic Wage before the deduction of savings is the straight time wage used in determining overtime. (EXAMPLE: 1.5 X \$31.24 = \$46.86 TAXED, THEN MINUS \$3.60 FOR SAVINGS EACH HOUR) After all taxes are deducted from the Basic Wage rate, \$3.60 per hour for each hour worked shall be deducted and applied to the Minnesota Cement Masons Savings Plan.

Foreman: \$1.50 above basic wage

### APPRENTICE RATES:

UP TO 1000HRS	70%	21.87
1001-2000 HRS	75%	23.43
2001-3000 HRS	80%	24.99
3001-4000 HRS	85%	26.55
4001-5000 HRS	90%	28.12
5001-6000 HRS	95%	29.68

**TO: ALL IRON RANGE AREA CONTRACTORS**





# **CEMENT MASONS, PLASTERERS AND SHOPHANDS**

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DARRELL LENDE  
Business Agent

MICHAEL SYVERSRUD  
Business Agent

THOMAS REGER  
Apprentice Coordinator

TO: ALL DULUTH AREA CONTRACTORS

ATTN: PAYROLL DEPT

RE: 2015 WAGE RATES - HIGHWAY/HEAVY DIVISION

This Agreement shall govern work done in the areas defined as follows:

All of the following counties: Aitkin, Carlton, Cook, Lake and that part of Pine County north of T.24N, and that part of St. Louis County south of T.55N, as well as the following counties in Wisconsin: Ashland, Douglas, Bayfield, Burnett, Iron, Washburn, Sawyer and Price.

EFFECTIVE MAY 1, 2015

BASIC WAGE*	HEALTH & WELFARE	HRA	PENSION	SAVINGS	TRAINING	TOTAL
33.70	7.23	1.75	7.94	(5.42)	.46	51.08

\*The Basic Wage before the deduction of savings is the straight time wage used in determining overtime. (EXAMPLE: 1.5 X \$33.70 = \$50.55, TAXED, THEN MINUS \$5.42 FOR SAVINGS EACH HOUR) After all taxes are deducted from the Basic Wages, \$5.42 per hour for each hour worked shall be deducted and applied to the Minnesota Cement Masons Savings Plan.

Foreman: \$1.50 above basic wage

### **APPRENTICE RATES:**

UP TO 1000HRS	70%	23.59
1001-2000 HRS	75%	25.28
2001-3000 HRS	80%	26.96
3001-4000 HRS	85%	28.65
4001-5000 HRS	90%	30.33
5001-6000 HRS	95%	32.02



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DARRELL LENDE  
Business Agent

MICHAEL SYVERSRUD  
Business Agent

THOMAS REGER  
Apprentice Coordinator

TO: ALL DULUTH AREA CONTRACTORS

ATTN: PAYROLL DEPT

RE: 2015 WAGE RATES - BUILDERS DIVISION

This Agreement shall govern work done in the areas defined as follows: All of the following counties: Aitkin, Carlton, Cook, Lake and that part of Pine County north of the northern boundaries of Dell Grove, Sandstone and Danforth townships, and that part of St. Louis County south of Co Rd 967 which is two miles north of Cotton on Hwy #53, as well as the following counties in Wisconsin: Douglas, Bayfield, Washburn, Sawyer and Price.

EFFECTIVE MAY 1, 2015

BASIC WAGE*	HEALTH & WELFARE	HRA	PENSION	SAVINGS	TRAINING	TOTAL
30.61	7.23	1.25	7.94	(5.02)	.46	47.49

\*The Basic Wage before the deduction of savings is the straight time wage used in determining overtime. (EXAMPLE: 1.5 X \$30.61 = \$45.92 TAXED, THEN MINUS \$5.02 FOR SAVINGS EACH HOUR)  
After all taxes are deducted from the Basic Wage rate, \$5.02 per hour for each hour worked shall be deducted and applied to the Minnesota Cement Masons Savings Plan.

Foreman: \$2.00 above basic wage

### APPRENTICE RATES:

UP TO 1000HRS	70%	21.43
1001-2000 HRS	75%	22.96
2001-3000 HRS	80%	24.49
3001-4000 HRS	85%	26.02
4001-5000 HRS	90%	27.55
5001-6000 HRS	95%	29.08



## INTERNATIONAL UNION OF ELEVATOR CONSTRUCTORS

LOCAL UNION NO. 9  
433 Little Canada Road E.  
Little Canada, MN 55117

AFFILIATED WITH THE AFL-CIO  
Phone: (651) 287-0817  
Fax: (651) 287-0820

### Wage & Fringe Benefits: January 1, 2015

To: All Employers doing Business within the Jurisdiction of IUEC Local 9

Subject: Wage rates effective January 1, 2015 – IUEC Local 9

Minnesota, North Dakota and Western Wisconsin

In accordance with the provisions of Article V of the current labor agreement (2012-2017) between all signatory employers and the International Union of Elevator Constructors, the following rates shall be effective on January 1, 2015:

Mechanic In Charge.....	(112.5%)	\$50.55
Mechanic.....	(100.0%)	\$44.93
4 <sup>th</sup> Year Apprentice.....	( 80.0%)	\$35.94
3 <sup>rd</sup> Year Apprentice.....	( 70.0%)	\$31.45
2 <sup>nd</sup> Year Apprentice.....	( 65.0%)	\$29.20
1 <sup>st</sup> Year Apprentice.....	( 55.0%)	\$24.71
Probationary Apprentice.....	( 50.0%)	\$22.47
Helper.....	( 70.0%)	\$31.45

The company will make fringe benefit contributions per hour worked in accordance with the following schedule:

Health Benefit Plan.....	\$13.575
Pension.....	\$ 8.46
Annuity.....	\$ 5.75
Education.....	\$ 0.60
Elevator Ind. Work Preservation Fund.....	\$ 0.30
<b>TOTAL.....</b>	<b>\$28.685</b>

Vacation: 6% Hourly pay under 5 years

8% Hourly pay over 5 years

## Local 106 Glaziers Wage Rates Effective May 4, 2015

### Journey person Wage Rates:

	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>Industry &amp; Appr</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>	
Glaziers	\$29.67	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$46.51	\$2.30	\$1.83	
Auto Glass	\$23.74	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$40.58	\$2.30	\$1.62	

### Apprentices Indentured BEFORE May 1, 2014:

<u>Hours</u>	<u>%</u>	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>Industry &amp; Appr</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>	
0-1000	50	\$14.84	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$31.68	\$1.15	\$1.31	
1001-2000	55	\$16.32	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$33.16	\$1.27	\$1.36	
2001-3000	60	\$17.81	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$34.65	\$1.38	\$1.42	
3001-4000	70	\$20.77	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$37.61	\$1.61	\$1.52	
4001-5000	80	\$23.74	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$40.58	\$1.84	\$1.62	
5001-6000	90	\$26.71	\$6.85	\$5.67	\$3.65	\$0.56	\$ 0.10	\$0.01	\$43.55	\$2.07	\$1.73	

### Apprentices Indentured on or AFTER May 1, 2014:

<u>Hours</u>	<u>%</u>	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>Industry &amp; Appr</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>	
0-1000	50	\$14.84	\$6.85	\$5.67	\$1.83	\$0.56	\$ 0.10	\$0.01	\$29.86	\$1.15	\$1.25	
1001-2000	55	\$16.32	\$6.85	\$5.67	\$2.01	\$0.56	\$ 0.10	\$0.01	\$31.52	\$1.27	\$1.31	
2001-3000	60	\$17.81	\$6.85	\$5.67	\$2.19	\$0.56	\$ 0.10	\$0.01	\$33.19	\$1.38	\$1.37	
3001-4000	70	\$20.77	\$6.85	\$5.67	\$2.56	\$0.56	\$ 0.10	\$0.01	\$36.52	\$1.61	\$1.48	
4001-5000	80	\$23.74	\$6.85	\$5.67	\$2.92	\$0.56	\$ 0.10	\$0.01	\$39.85	\$1.84	\$1.60	
5001-6000	90	\$26.71	\$6.85	\$5.67	\$3.29	\$0.56	\$ 0.10	\$0.01	\$43.19	\$2.07	\$1.72	

\*The Vacation Contribution is included in the taxable wage listed above, then deducted and remitted along with your Health & Welfare Contribution.

Revised 5/4/15

# LOCAL UNION #242

Effective Dates	05/31/15	05/29/16	06/04/17	06/03/18
JW Rate	\$33.90	\$35.01	\$35.92	\$36.80
Foreman	12.5%	12.5%	13.0%	13.0%
General Foreman	22.5%	22.5%	23.0%	23.0%
NEBF	3.00%	\$ 1.02	3.00%	\$ 1.05
Vacation	11.00%	\$ 3.73	11.00%	\$ 3.85
H & W	27.64%	\$ 9.37	26.76%	\$ 9.37
Local Pension	13.55%	\$ 4.59	13.55%	\$ 4.74
Annuity	16.00%	\$ 5.42	16.00%	\$ 5.60
**Total Package	\$58.05	\$59.65	\$61.20	\$62.70
LLMCC Employee .02	\$58.03	\$59.63	\$61.18	\$62.68
Total Package %	71.19%	70.31%	70.30%	70.32%

**\*\*These total packages do not include Apprenticeship (1%), NECA Service Charges (1.25%), Admin. Maint. Fund (.006%/hr.), NLMCC (.01 cent/hr.), or LLMCC (.04 cents/hr.).**

Apprenticeship	1% / .34	1% / .35	1% / .36	1% / .37
Service Charge	1.25% / .42	1.25% / .44	1.25% / .45	1.25% / .46
NLMCC	0.01	0.01	0.01	0.01
Local LMCC	0.04	0.04	0.04	0.04
Admin Maint Fund	0.20	0.21	0.22	0.22
	<b>1.01</b>	<b>1.05</b>	<b>1.08</b>	<b>1.10</b>

401k deduction - \$1.00, \$3.00 & \$5.00 per hour (at employees discretion)

Subsistance for all jobs outside of 35 mile radius of Lake Ave & Superior Street in Duluth - \$15.00  
Subsistance for all jobs outside of 70 mile radius of Lake Ave & Superior Street in Duluth - \$50.00

## **DULUTH APPRENTICE WAGE RATE INFORMATION**

6th	6,500 - 8,000	85%	Full Benefits - 5th year
5th	5,000 - 6,500	75%	Full Benefits - 4th year
4th	3,500 - 5,000	65%	Full Benefits - 3rd year
3rd	2,000 - 3,500	55%	Full Benefits - 2nd year
2nd	1,000 - 2,000	50%	H & W / NEBF - 1st year



INTERNATIONAL ASSOCIATION OF

# Heat & Frost Insulators & Allied Workers

Local 49

2002 London Road  
Duluth, MN 55812

Tel: 218-724-3223  
Fax: 218-724-1870  
Cell: 218-590-0374

May 28, 2015

To whom it may concern,

The allocation of the wage increase effective June 1<sup>st</sup> 2015 is as follows:

Base Wage	\$27.82	\$21.18	\$18.64	\$16.14	\$13.59
Savings	\$8.00	\$6.00	\$4.76	\$3.50	\$2.26
Union Dues	\$3.49	\$2.79	\$2.44	\$2.09	\$1.75
Health & Welfare	\$6.85	\$6.85	\$6.85	\$6.85	\$6.85
Pension	\$9.00	\$7.20	\$5.76	\$4.30	\$2.86
Local Training	\$0.30	\$0.30	\$0.30	\$0.30	\$0.30
Nat'l Training	\$0.05	\$0.05	\$0.05	\$0.05	\$0.05
Industry Fund	\$0.15	\$0.15	\$0.15	\$0.15	\$0.15
LMCT	\$0.05	\$0.05	\$0.05	\$0.05	\$0.05
Total	\$55.71	\$44.57	\$39.00	\$33.43	\$27.86

*Total Taxable*      \$39.31   \$29.97   \$25.84   \$21.73   \$17.60

Please feel free to call the Local office with questions or concerns.

Sincerely,

David Cartwright  
Business Manager

Affiliated with  
the AFL-CIO,  
Building and  
Construction  
Trades  
Department,  
Metal Trades  
Department  
and Canadian  
Labour Congress



# Twin Cities Ironworkers Apprenticeship & Training

## Local 512 • A.G.C.

835 Pierce Butler Route • St. Paul, Minnesota 55104  
JATC Office Phone: 651-489-3829 • JATC Office Fax: 651-489-1440

Larry Gilbertson Director of Training

email: [larry@iw512jac.com](mailto:larry@iw512jac.com)



Attention: Payroll Department

Enclosed is the following wage information regarding Ironworkers Local No. 512 apprentices:

- Applicable wage and percentage rates for apprentices effective May 1, 2015
- List of apprentices graduating to journeyperson status effective May 1, 2015.
- List of apprentices with the applicable pay and percentage rates for Regions A, B and C. Please use this updated list because there may be first year apprentices that have received credit for past work experience and education since the last mailing.
- Apprentice Performance Report – please have the foreman/superintendent complete one for each apprentice and email or fax back to the Training Center. This will enable us to ensure that the apprentices are receiving the necessary training for the job.

Please adjust your payroll records accordingly.

**In addition, we would like to email the wage information to your company instead of via mail. Please email Lori at [lori@iw512jac.com](mailto:lori@iw512jac.com) the email address you would like to use to receive information on apprentices' wages. Thank you.**

If you have any questions, please contact me.

Sincerely,

Larry Gilbertson  
Director of Training

## APPRENTICE WAGE SCALE

The wage scale listed below is effective 5/1/15 to 10/31/15.

Regions A, B & C wages are as follows:

<u>PERIOD</u>	<u>%</u>	<u>REGION A RATE EFFECTIVE 5/1/15</u>	<u>REGION B RATE EFFECTIVE 5/1/15</u>	<u>REGION C RATE EFFECTIVE 5/1/15</u>
1st - 6 months	70	\$24.85	\$21.73	\$20.86
2nd - 6 months	75	\$26.63	\$23.28	\$22.35
3rd - 6 months	80	\$28.40	\$24.83	\$23.84
4th - 6 months	85	\$30.17	\$26.38	\$25.33
5th - 6 months	90	\$31.95	\$27.94	\$26.82
6th - 6 months	95	\$33.72	\$29.49	\$28.31

Apprentices receive all fringe benefits listed below:

	<u>DEFINED BENEFIT PENSION</u>	<u>DEFINED CONTRIBUTION PENSION</u>	<u>HEALTH &amp; WELFARE</u>	<u>APPRENTICE/ TRAINING FUND</u>	<u>IMPACT</u>	<u>FAIR CONTRACTING FOUNDATION</u>	<u>TOTAL PACKAGE</u>
Region A	\$9.75	\$5.00	\$7.90	\$0.80	\$0.27	\$0.02	\$23.74
Region B	\$9.75	\$5.00	\$7.90	\$0.80	\$0.27	\$0.02	\$23.74
Region C	\$9.75	\$5.00	\$7.90	\$0.80	\$0.27	\$0.02	\$23.74

Region A Journeyman rate is \$35.50 effective 5/1/15

Region B Journeyman rate is \$31.04 effective 5/1/15

Region C Journeyman rate is \$29.80 effective 5/1/15

May 1, 2015

The following seventy (70) graduating apprentices from Regions A, B and C will be upgraded to journeyman status effective May 1, 2015.

### **REGION A**

- |                        |                                 |                      |
|------------------------|---------------------------------|----------------------|
| 1. Arnal, Mike         | 20. Hite, Jr., Todd             | 38. Sanders, Garrett |
| 2. Bertilson, Jesse    | 21. Jochim, Michael             | 39. Seidel, Buster   |
| 3. Blair, Nate         | 22. Johnson, Ivan               | 40. Sigala, Alex     |
| 4. Bourgal II, Tom     | 23. Justen, Tyler               | 41. Sozio, Chris     |
| 5. Breitenbucher, Dan  | 24. Linder, Glen                | 42. Steffens, Alex   |
| 6. Buchanan, Robert    | 25. Mangum, Matt                | 43. Stellick, Kyle   |
| 7. Burke, Sam          | 26. Maull, Damell               | 44. Tripp, Jeremiah  |
| 8. Conrad, Nick        | 27. Mickle Van Sickle,<br>Shawn | 45. Vieths, Stephen  |
| 9. Cook, Brian         | 28. Miskavige, Jacob            | 46. Warner, Joe      |
| 10. Cooke, Cody        | 29. Miskavige, Jr., Tim         | 47. West, Dakota     |
| 11. Dalager, Dale      | 30. Monson, Neil                |                      |
| 12. DeMarre, Nick      | 31. Novotny, Dustin             |                      |
| 13. Dinsmore, William  | 32. Pearson, Matt               |                      |
| 14. Downs, Megan       | 33. Pederson, Jordan            |                      |
| 15. Duscher, Brian     | 34. Peters, Ben                 |                      |
| 16. Filipczak, Michael | 35. Rodeck, Ryan                |                      |
| 17. Haack, Nate        | 36. Roden, Derek                |                      |
| 18. Hackett, BillieRae | 37. Sanders, Andrew             |                      |
| 19. Hellquist, Jon     |                                 |                      |

### **REGION B**

- |                    |                     |                     |
|--------------------|---------------------|---------------------|
| 1. Anderson, Isaac | 8. Koivisto, Shay   | 15. Prentice, Grant |
| 2. Asuma, Michael  | 9. Landwehr, Matt   | 16. Spindler, Cole  |
| 3. Bragee, Matt    | 10. Larson, Tyler   | 17. Switzer, Tom    |
| 4. Buskala, Ashlee | 11. Lyons II, James | 18. Trader, Erik    |
| 5. Fischer, Andrew | 12. Olson, Dain     | 19. Vollmer, Jake   |
| 6. Godbout, Jamie  | 13. Pearson, Ken    |                     |
| 7. Johnson, Marcus | 14. Povhe, Ben      |                     |

### **REGION C**

- |                    |                  |
|--------------------|------------------|
| 1. Early, Sean     | 3. Roden, Tyler  |
| 2. Morris, Russell | 4. Gross, Kurtis |

REGION A APPRENTICES  
ST. PAUL, MN

95%=\$33.72

1. Billings, George
2. O'Reilly, Adam
3. Sobtzak, James

90%=\$31.95

1. Cook, Cory
2. Dulas, BJ (William)
3. Fidler, Melinda
4. Gill, Raivadus
5. Holtzbauer, Justin
6. Horsley, Kristofer
7. Jacobs, Mitchell
8. Johnson, Brian
9. Johnson, Jesse
10. Kuchta, Karl
11. Lanphear, Joseph
12. Latkiewicz, Michael
13. Lemieux, Andy
14. Lentsch, Rory
15. Mahowald, Matthew
16. Merritt, Anthony
17. Moebakken, Edward
18. Monn, Thomas
19. Mooney, Michael
20. Nelson, Nicholas
21. Neubauer, Daniel
22. New, Michael
23. Norby, Alex
24. Nordlund, Andrea
25. Peters, Mike
26. Phillips, Jeremy
27. Pieper, Brian
28. Ricks, Lane
29. Rodriguez-Garcia, Edwin
30. Ryan, John
31. Schneider, Heidi
32. Smith, Juan
33. Stover, Lorina
34. Sutton, Casey
35. Tricola, Paul
36. Waldner, Matthew
37. Wild, Eric

REGION A APPRENTICES  
ST. PAUL, MN

85%=\$30.17

1. Andersen, Adam
2. Andraschko, Ryan
3. Billings, Jeremiah
4. Blue, Sireena
5. Burns, Joe
6. Carvajal, Adrian
7. Cavazos, Fernando
8. Clowe, Kasey
9. D'Ambra, Joseph
10. Darst, Ashley
11. Davis, Dominic
12. Drake, Alexander
13. Folk, Doug
14. Green, Lance
15. Haviken, Tim
16. Hedican, Patrick
17. Jackson, Jason
18. Johnson, Keith
19. Kackman, Aaron
20. Kampa, Daniel
21. Kath, Brandon
22. Klimstra, Travis
23. Kray, Tim
24. Martin, Christopher
25. Massie, Alonzo
26. McPartland, Ryan
27. Meyer, Maxwell
28. Moore, Jr., Toussaint
29. Neubauer, Adam
30. Palacios, Cecilio
31. Peterson, Joseph
32. Petron, Seith
33. Reichert, Jedidiah
34. Reinardy, Randy
35. Rosales, Miguel
36. Shoutz, Brandon
37. Smith, Juan
38. Stoehr, Joe
39. Strong, Brandon
40. Tator, Michael
41. Teigland, Reid
42. Twidt, Kelly
43. Walker, Victor
44. Wallack, Daniel
45. Warner, Jeffrey
46. Yang, Jerry
47. Ziebol, Kellan
48. Ziegler, Robert

REGION A APPRENTICES  
ST. PAUL, MN

80%=\$28.40

1. Berg, Kyle
2. Berglund, Christopher
3. Birdsall, Shawn
4. Blakesley, Jared
5. Brown, Nashaw
6. Buck, Colin
7. Carpenter, Daniel
8. Casey, Sean
9. Christiansen, Chad
10. Christofferson, Cory
11. Danaher, Joshua
12. Fitzpatrick, James
13. Frank, Eric
14. Gapen, Dan
15. Goerger, Adam
16. Graddy, Devon
17. Hamm, Allan
18. Hanninen, Cody
19. Hilde, Ryan
20. Hillmyer, Tim
21. Hostutler, Blake
22. Hylton, Matthew
23. Johnson, Brandon
24. Johnson, Joseph
25. Kleinsasser, Wyatt
26. Kolstad, Cody
27. Korum, Anthony
28. Kotzer, Ryan
29. Kuck, Jesse
30. Lewis-Alvarez, David
31. Lindell, Luke
32. Lopez, Roger
33. Lubansky, Luke
34. Lusignan, Torey
35. Lyseth, Andrew
36. McCabe, Jon
37. Megega, Valeriy
38. Messerschmidt, Ryan
39. Milbrandt, Michael
40. Minor, Derek
41. Neumann, Jesse
42. Nierman, Sam
43. Novak, Nathaniel
44. O'Brien, Jacob
45. Pearl, Mollie
46. Peterson, Matthew
47. Pogones, Jesse
48. Reinardy, Jared
49. Rodriguez, Cris
50. Rosenbush, Nathan
51. Ruzynski, Rusty
52. Sapp, Matthew
53. Schwantes, James
54. Scott, Sylvester
55. Smith, Ivan
56. Swain, Keegan
57. Tuffigno, Charles
58. Turner, Brenda
59. Walther, Jennifer
60. Wheeler, Kyle
61. Wissler, Michael
62. Workman, Christopher
63. Yang, Kim
64. Zachman, Jayson
65. Zinos, Alexander

REGION A APPRENTICES  
ST. PAUL, MN

75%=\$26.63

- |                            |                           |
|----------------------------|---------------------------|
| 1. Barnes, Bert            | 29. Potter, Lawrence      |
| 2. Coyer, Travis           | 30. Roquemore II, Freeman |
| 3. DeBace, Mark            | 31. Sell, Chad            |
| 4. Deschene, Adam          | 32. Sherry, Todd          |
| 5. Garletz, Joe            | 33. Shrader, Tyler        |
| 6. Gossman, Payten         | 34. Shrode, Andria        |
| 7. Goodsky, Jordan         | 35. Smith, Richard        |
| 8. Hansen, Wyatt           | 36. Swenson, Brody        |
| 9. Heroff, Jr., Keith      | 37. Thole, Mark           |
| 10. Howell, Aaron          | 38. Tweten, Trent         |
| 11. Huebscher, Jeffery     | 39. Ugro, Michael         |
| 12. Johnson, Andrew        | 40. Wolff, Caleb          |
| 13. Johnson, Justin        | 41. Yingling, Ross        |
| 14. Kinches, Tara          |                           |
| 15. Kopaygorodskiy, Eduard |                           |
| 16. Leseman, Zachary       |                           |
| 17. Mahowald, Nicholas     |                           |
| 18. Mahowald, Stuart       |                           |
| 19. Martin, Marandus       |                           |
| 20. Meeks, Zachery         |                           |
| 21. Metobo, Polycarp       |                           |
| 22. Moncada, Genry         |                           |
| 23. Montgomery, Justen     |                           |
| 24. O'Malley, Jonathan     |                           |
| 25. Palmer, Brandon        |                           |
| 26. Petty, Dennis          |                           |
| 27. Pitoscia, Matthew      |                           |
| 28. Pliego-Quintero, Juan  |                           |



REGION A APPRENTICES  
ST. PAUL, MN

70%=\$24.85

1. Abston, Trent
2. Albertson, Levi
3. Asquith, Sarah
4. Baker, Jacob
5. Bauman, Grace
6. Bettis, Kenneth
7. Bondeson, Brandon
8. Booth, Matthew
9. Cembrinski, Ryan
10. Cobb, Josef
11. Davies, Max
12. Demanou, Jean
13. Din, Makara
14. Donaghue, Russell
15. Dougherty, Jason
16. Duerst, Jack
17. Ellis, Mitchell
18. Ellison, Patrick
19. Epperson, Aron
20. Farnsworth, Philip
21. Finch, Walter
22. Freeman, Winston
23. Guild, Michael
24. Hamilton, Demetrius
25. Hendrickson, Wesley
26. Jackson, Debra
27. Jensen, Kody
28. Johnson, Andrew
29. Johnson, Caleb
30. Johnson, Jake
31. Junker, Jordan
32. Kaufer, Corey
33. Koch, Matthew
34. Koller, Brandon
35. Kujawa, Jed
36. Larson, Troy
37. Laulunen, Ebbelisa
38. LeMay, Michael
39. Linders, Jordan
40. Lochen, Shani
41. Marten, Derek
42. Martinez Perez, William
43. McCloskey, Jonathan
44. Meyer, Edward
45. Mitchell, Robert
46. Munion, Patrick
47. Nervig, Matthew
48. Neumann, Martin
49. Neumann, Paul
50. Neuschwander, Jake
51. Nguyen, Caophi
52. Nordman, Alan
53. Palmer, Nicholas
54. Patton-Alvarez, Alonzo
55. Paxton, Jason
56. Peace, Brian
57. Pearson, Dante
58. Porter, Joseph
59. Potts, Garett
60. Rathbun, Trevor
61. Rivera, John
62. Robeck, Kyle
63. Rogerson, Demontez
64. Ruschmeier, Ryan
65. Rust, Jack
66. Saas, Brandon
67. Sames, Luke
68. Sanders, Andrew
69. Scherber, Travis
70. Schickling, Eric
71. Scott, Matthew
72. Sebion, Riley
73. Seifert, Travis
74. Smith, Fabian
75. Smoczyk, Paul
76. Stamper, Travis
77. Teigland, Robert
78. Thompson, Dylan
79. Toney, Patrick
80. Trevino, Jesus
81. Tschida, Jacob
82. Turcotte, Nathane



REGION A APPRENTICES  
ST. PAUL, MN

70%=\$24.85

- 83. Turner, Michael
- 84. Vandever, Sheila
- 85. Weinke, Maxwell
- 86. Welch, Travis
- 87. Whitman, Mark
- 88. Wigand, Jason
- 89. Weiland, Dustin
- 90. Wright, Eliot
- 91. Wright, Ryan
- 92. Zahler, Benjamin

REGION B APPRENTICES  
HERMANTOWN, MN

95%=\$29.49

1. Anderson, Dean
2. Betts, Casey
3. Bishop, Scott
4. Buffalo, Kurt
5. Edblom, Adam
6. Harju, Jordan
7. Higgins, Michael
8. Johnson, Dakota
9. Lahti, Stuart
10. Nikunen, Evan
11. Nylund, Timothy
12. Olson, Erik
13. Rahja, Dustin
14. Salo, Trevor
15. Schaefer, Josh
16. Seppanen, Peter
17. Smith, Tony
18. Stokes, Micah
19. Templer, Colton
20. VanGuilder, Shawn
21. Worth, Jeff

90%=\$27.94

1. Arnold, Tyler
2. Badavinac, Bron
3. Buse, Kelly
4. Carswell, Jeff
5. Christianson, Jorm
6. Harris, Josh
7. Hatfield, Chad
8. Hicks, Derek
9. Jensen, Nicholas
10. Kolb, Taylor
11. Kraemer, Derek
12. Mendoza, Joseph
13. Morse, Travis
14. Nichols, Jeremy
15. Sebesta, Jared
16. Torgerson, Jared
17. Wekseth, Cody

85%=\$26.38

1. Engen, Katie
2. Kowitz, Benjamin

REGION B APPRENTICES  
HERMANTOWN, MN

80%=\$24.83

1. Almer, Garrett
2. Bean, Kyle
3. Bonstell, Justin
4. Conaway, Patrick
5. Cooper, Jonathan
6. Davin, Nathan
7. Fallos, Jake
8. Fogelberg, David
9. Forrest, Thomas
10. Gibson II, Thomas
11. Gustafson, Tyler
12. Hink, William
13. Holecek, Adam
14. Jaksa, Hector
15. Johnson, Greg
16. Johnson, Jerod
17. Jokinen, Chaise
18. Kolb, Jonathan
19. Lovdahl, Zachary
20. MacDougall, Chad
21. McConnell, Jonathan
22. Palmisano, Anthony
23. Pitzen, Clay

24. Prasnicky, Cody

25. Rinta, Dustin
26. Shamp, Barry
27. Turkula, Joshua
28. Tveiten, Curtis

75%=\$23.28

1. Olson, Jeff
2. Pederson, Brandon

REGION B APPRENTICES  
HERMANTOWN, MN

70%=\$21.73

- |                               |                            |                          |                        |
|-------------------------------|----------------------------|--------------------------|------------------------|
| 1. Allen, Aaron               | 26. Fenhouse, Joshua       | 52. LePage, Robert       | 77. Poissant, Matthew  |
| 2. Almer, Wade                | 27. Feth, Josiah           | 53. Lincoln, Joseph      | 78. Povhe, Bradley     |
| 3. Anderson, Anthony          | 28. Fisher, Kyle           | 54. Lind, Bradley        | 79. Quade, Daniel      |
| 4. Anderson, Cody             | 29. Forsman, Kenny         | 55. Lind, Brian          | 80. Ressler, John      |
| 5. Anderson, Jacob            | 30. Frey, Jason            | 56. Littlehawk, Jeremiah | 81. Rivord, Tylor      |
| 6. Anderson, Jason            | 31. Gaare, Philip          | 57. Lueck, Kyle          | 82. Roske, Shawn       |
| 7. Anderson, Zachary          | 32. Gavol, Ezekiel         | 58. Mackenhausen, Hunter | 83. Saari, Travis      |
| 8. Ayers, Justin              | 33. Gunderson, Bruce       | 59. Manee, Patric        | 84. Salo, Spencer      |
| 9. Barnes, Nicholas           | 34. Harrison, Jr., Gregory | 60. Manning, Kent        | 85. Sanoski, Matthew   |
| 10. Bates, Garrett            | 35. Hart, Lukas            | 61. Martin, Gregory      | 86. Shumate, Jeremy    |
| 11. Benepe Bischoff, Jonathan | 36. Huffman, Joshua        | 62. McGregor, Matthew    | 87. Singewald, Brandon |
|                               | 37. Humphrey, Justice      | 63. McQuade, Robert      | 88. Skaggs, Nicholas   |
|                               | 38. Isham, William         | 64. Mehtala, Scott       | 89. Slocum, Kanyon     |
| 12. Berg, Andy                | 39. Jackman, Tyler         | 65. Meyer, Justin        | 90. Smerz, Mitchell    |
| 13. Bober, Tanner             | 40. Jackson, Jacob         | 66. Miller, Dinero       | 91. Sojka, Steve       |
| 14. Bock, Nicholas            | 41. Johnson, Tristan       | 67. Olson, Trent         | 92. Spolar, Cory       |
| 15. Bryant, Jared             | 42. Johnson, Zachary       | 68. Orloff, Bryce        | 93. Stofa, David       |
| 16. Burnside, Jaye            | 43. Johnston, Christopher  | 69. Parson, Kurt         | 94. Suonvieri, Evan    |
| 17. Carlson, Daniel           | 44. Kuhlman, Walker        | 70. Perry, Dustin        | 95. Tassoni, Anthony   |
| 18. Cordero, George           | 45. Laine, Peter           | 71. Perry, Jeremy        | 96. Terry, William     |
| 19. Cortes, Rodrigo           | 46. Lamoreaux, James       | 72. Petersen, Tanner     | 97. Trunt, Luke        |
| 20. Couture, Joseph           | 47. Lamoreaux, William     | 73. Peterson, Joseph     | 98. Turkula, Justin    |
| 21. Emery, Kendall            | 48. Lamphier, Scott        | 74. Petrey, Tyler        | 99. Tyson, Cody        |
| 22. Erickson, Michael         | 49. Larsen, Taylor         | 75. Pletschett, Taylor   |                        |
| 23. Evanson, Beau             | 50. leBrasseur, Corey      | 76. Podgorsek, Matthew   |                        |
| 24. Eyer, Mickey              | 51. Lefebvre, Ben          |                          |                        |
| 25. Fabini, Laura             |                            |                          |                        |

REGION B APPRENTICES  
HERMANTOWN, MN

70%=\$21.73

100. Ulliyott, Jr., Scot

101. Villeneuve,  
Braden

102. Wagner, Zach

103. Walker, Tyrone

104. Wehmanen,  
Nicholas

105. White, Darrell

106. Wichterman,  
Daniel

107. Wilhelm, Jeremy

108. Winger, Richard

109. Zakula, Aaron

110. Zakula, Jeffrey

111. Zoltak IV, Elmer

REGION C APPRENTICES  
MANDAN, ND

95%=\$28.31

1. Ackerman, John
2. Fender, William
3. Hayes, Joey
4. Kalstabakken, Marvel
5. Medina, Jose
6. Salgado, Henry

90%=\$26.82

1. Augustin, Jakob
2. Bachiochi, Jake
3. Hatten, Michael
4. Loken, Christopher
5. Medina, Jose
6. Salgado, Henry
7. Singelton, Matt
8. Snyder, Matt
9. Voegele, Brandon
10. Warren, Jeremy
11. Zinke, Lane

80%=\$23.84

1. Alanis, Rueben
2. Bachler, Ryan
3. Branstietter, Ben
4. Gappert, Dillan
5. Green, Dustin
6. Gustin, Damen
7. Komrosky, Edwin
8. Lux, Dylan
9. Matheson, Michael
10. Miltich, Jacob
11. Owens, Phil
12. Pfeiffer, David
13. Poitra, Jacob
14. Poitra, Jr., Duane
15. Rawley, Jonah
16. Winiecki, Derek
17. Zinke, Logan

REGION C APPRENTICES  
MANDAN, ND

70%=\$20.86

1. Airhart, Joseph
2. Bjerkness, Brandon
3. Estable-Mora, Juan
4. Grounds, Jon
5. Herbst, Jeff
6. Linstad, Cody
7. Lobato, Julian
8. Mittlesteadt, Matthew
9. Olson, Lee
10. Pavicek, Zach
11. Peltier, Wyatt
12. Pike, Zach
13. Pritchard, Jeremiah
14. Runge, Ryan
15. Runge, Ryan
16. Schweigert, Eric

# APPRENTICE WORK PERFORMANCE REPORT

**CONFIDENTIAL**

Apprentice: \_\_\_\_\_

Region A

Region B

Region C

Training Period 1<sup>st</sup> year, 2<sup>nd</sup> year or 3<sup>rd</sup> year

Employer: \_\_\_\_\_

(Circle applicable training period if known)

Scoring – 0 = poor.....10 = best

## ATTENDANCE & TARDINESS

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## ON THE JOB PERFORMANCE (Reliability)

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## ATTITUDE (Positive Attitude, Shows Leadership Ability)

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## INITIATIVE & PRODUCTIVITY (Ambition & Effort)

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## COMPREHENSION & ABILITY (Shows interest in learning job)

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## COOPERATION & CONDUCT (Ability to work with others)

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## SAFETY & AWARENESS

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

## QUALITY OF WORK & ACCURACY

RATING: 0 1 2 3 4 5 6 7 8 9 10

COMMENTS: \_\_\_\_\_

TOOLS: FEW SOME MANY

CONDITION: POOR OK EXCELLENT

COMMENTS: \_\_\_\_\_

REVIEWED BY Forman/Supervisor \_\_\_\_\_ DATE: \_\_\_\_\_

**PLEASE MAIL OR FAX THIS REPORT TO THE FOLLOWING:**

**Twin Cities Ironworkers Apprenticeship & Training Program**

**835 Butler Route – St. Paul, MN. 55104**

**JATC Office & Training Center Phone: 651-489-3829 – Fax: 651-489-1440**

**Pete Teigland, Training Coordinator – Region A**

**Brian Nelson – Training Coordinator – Region B**



# BUILDING WAGE RATES

## Duluth/Cloquet Local #1091

Effective May 1, 2015:

Class	(Taxable) Wages	(Taxable) Vacation	H & W	Pension	Trng/Appr	LECET	SAFE		Total
1	\$ 23.54	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 40.04
2	\$ 23.64	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 40.14
3	\$ 23.94	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 40.44
4	\$ 24.24	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 40.74
5	\$ 21.19	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 37.69

### Example: Apprentice at 80% of Class 1 ONLY

Class 1	\$ 18.83	\$ 2.10	\$ 7.55	\$ 6.40	\$ 0.22	\$ 0.08	\$ 0.15	.....	\$ 35.33
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**Foreman/Leadman \$1.50 above highest classification employed in.**

Effective May 1, 2016 - \$1.25 increase per hour

\*\*\* Vacation is a taxable wage and shall be paid for all hours worked and at 1 1/2 or 2 times the hourly rate when overtime is worked.

#### "All" Fringes are to be sent to :

Minnesota Laborers' Fringe Benefits Fund  
P. O. Box 124  
Minneapolis, MN 55440-0124  
(651) 256-1800

# HIGHWAY HEAVY WAGE RATES

## District 2A - Duluth Local #1091

Effective May 1, 2015:

Class	(Taxable) Wages	(Taxable) Vacation	H & W	Pension	Trng/Appr	LECET	FCF		Total
1	\$ 28.11	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 44.78
2	\$ 28.31	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 44.98
3	\$ 28.46	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 45.13
4	\$ 28.56	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 45.23
5	\$ 28.81	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 45.48
6	\$ 30.61	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 47.28
7	\$ 24.56	\$ 2.30	\$ 7.55	\$ 6.25	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 40.98

Increase May 1, 2016:                      \$1.57      Allocation of increase TBD

### Example: Apprentice at 80% of Class 1 ONLY

Class 1	\$ 22.49	\$ 2.30	\$ 7.55	\$ 6.50	\$ 0.22	\$ 0.08	\$ 0.02	.....	\$ 39.16
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**Pipelayer, Laser Beam (sewer, water, gas) Classification 6 rate.**  
**Foreman/Leadman \$1.50 above highest classification employed in.**  
**General Foreman \$2.25 above Foreman scale (appointed at employers discretion).**

\*\*\* Vacation is a taxable fringe and part of the gross wage, it shall be paid for all hours worked and at 1 1/2 or 2 times the hourly rate when overtime is worked

#### "All" Fringes are to be sent to :

Minnesota Laborers' Fringe Benefits Fund  
P. O. Box 124  
Minneapolis, MN 55440-0124  
(651) 256-1800



# LOCAL 1348 MILLWRIGHT AGREEMENT

## NORTHERN MINNESOTA

### MILLWRIGHTS & MACHINE ERECTOR WAGE RATES

Effective May 3, 2015

Classification

				Deductions		Fringe Benefits					
Effective May 3, 2015		Percent (%)	Gross Wages	Savings	Dues	Health	DB Pension	DC Pension	Apprentice/ Education	Industry Promo Fund	Total Package
Classification											
General Foreman	F + \$1.75	100%	\$36.57	-\$3.50	\$1.46	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$51.35
Foreman	JP + \$2.25	100%	\$34.82	-\$3.50	\$1.39	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$49.60
Journey person		100%	\$32.57	-\$3.50	\$1.30	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$47.35
Apprentice	6001-7000	95%	\$30.94	-\$3.50	\$1.24	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$45.72
	5001-6000	90%	\$29.31	-\$3.50	\$1.17	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$44.09
	4001-5000	85%	\$27.68	-\$3.50	\$1.11	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$42.46
	3001-4000	80%	\$26.06	-\$3.50	\$1.04	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$40.84
	2001-3000	75%	\$24.43	-\$3.50	\$0.98	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$39.21
	1001-2000	70%	\$22.80	-\$3.50	\$0.91	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$37.58
	0 - 1000	65%	\$21.17	-\$3.50	\$0.85	\$6.33	\$5.90	\$1.90	\$0.60	\$0.05	\$35.95

Covering the following Counties in the State of Minnesota, Aitkin, Becker, Beltrami, Carlton, Cass, Clearwater, Cook, Lake, Crow Wing, Hubbard, Itasca, Kittson, Koochiching, Lake of the Woods, Manomen, Marshall, Norman, Otter Tail, Pennington, Red Lake, Roseau, St. Louis, Wadena, Wilkin and that part of Clay County outside of a 5 mile radius of Moorhead and that part of Polk County outside of a 5 mile radius of East Grand Forks. In Wisconsin the County of Douglas and that portion of Bayfield County west of Highway 63, and west of a line drawn between Drummond and Herbster and the Lake Superior shore, including the cities of Drummond and Herbster.

May 1, 2016 Increase: \$1.75 Allocation TBD

May 7, 2017 Increase: \$1.85 Allocation TBD

**INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL No. 49  
FOR THE:**

**HIGHWAY AND HEAVY WAGES EFFECTIVE MAY 1, 2015**

**EASTERN METROPOLITAN ZONE-(ZONE 1) -See Wage District Map-**

Group	Wages	1 ½% of Gross Wages Excluding Fringes	H/W	HRA	Pension	Appren.	Totals	FCF \$.02	“Voluntary” NOT Incl. in total Pkg IPF \$.04
1	\$34.78	**	\$8.70	\$1.00	\$7.70	\$.50	\$52.68	\$.02	\$.04
2	33.78	**	8.70	1.00	7.70	.50	51.68	.02	.04
3	33.23	**	8.70	1.00	7.70	.50	51.13	.02	.04
4	32.93	**	8.70	1.00	7.70	.50	50.83	.02	.04
5	29.89	**	8.70	1.00	7.70	.50	47.79	.02	.04
6	28.68	**	8.70	1.00	7.70	.50	46.58	.02	.04

**REMAINDER OF EASTERN ZONE-(ZONE 2) -See Wage District Map-**

Group	Wages	1 ½% of Gross Wages Excluding Fringes	H/W	HRA	Pension	Appren.	Totals	FCF \$.02	“Voluntary” NOT Incl. in total Pkg IPF \$.04
1	\$32.12	**	\$8.70	\$1.00	\$7.70	\$.50	\$50.02	\$.02	\$.04
2	31.12	**	8.70	1.00	7.70	.50	49.02	.02	.04
3	30.67	**	8.70	1.00	7.70	.50	48.57	.02	.04
4	30.37	**	8.70	1.00	7.70	.50	48.27	.02	.04
5	27.80	**	8.70	1.00	7.70	.50	45.70	.02	.04
6	26.93	**	8.70	1.00	7.70	.50	44.83	.02	.04

**WESTERN ZONE-(ZONE 3) -See Wage District Map-**

Group	Wages	1 ½% of Gross Wages Excluding Fringes	H/W	HRA	Pension	Appren.	Totals	FCF \$.02	“Voluntary” NOT Incl. in total Pkg IPF \$.04
1	\$26.85	**	\$8.70	\$1.00	\$7.70	\$.50	\$44.75	\$.02	\$.04
2	25.85	**	8.70	1.00	7.70	.50	43.75	.02	.04
3	24.92	**	8.70	1.00	7.70	.50	42.82	.02	.04
4	24.61	**	8.70	1.00	7.70	.50	42.51	.02	.04
5	22.90	**	8.70	1.00	7.70	.50	40.80	.02	.04
6	22.30	**	8.70	1.00	7.70	.50	40.20	.02	.04

**INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL NO. 49**  
**RATES FOR THE:**

**BUILDERS AGREEMENT – MINNESOTA**

**WAGES EFFECTIVE MAY 1, 2015 - ZONE 1**

Group	Wages	1 ½% of Gross Wages Excluding Fringes	H&W	HRA	Pension	Appren- ticeship Training	Total	FCF \$.02***	“Voluntary” NOT Included In Total Pkg C.A.F. \$.04**
1	\$37.74	*	\$8.70	\$.25	\$7.70	\$.50	\$54.89	\$.02	\$.04
2	\$37.40	*	\$8.70	\$.25	\$7.70	\$.50	\$54.55	\$.02	\$.04
3	\$35.99	*	\$8.70	\$.25	\$7.70	\$.50	\$53.14	\$.02	\$.04
4	\$35.65	*	\$8.70	\$.25	\$7.70	\$.50	\$52.80	\$.02	\$.04
5	\$35.48	*	\$8.70	\$.25	\$7.70	\$.50	\$52.63	\$.02	\$.04
6	\$33.97	*	\$8.70	\$.25	\$7.70	\$.50	\$51.12	\$.02	\$.04
7	\$32.85	*	\$8.70	\$.25	\$7.70	\$.50	\$50.00	\$.02	\$.04
8	\$30.84	*	\$8.70	\$.25	\$7.70	\$.50	\$47.99	\$.02	\$.04

**WAGES EFFECTIVE MAY 1, 2015 - ZONE 2**

Group	Wages	1 ½% of Gross Wages Excluding Fringes	H&W	HRA	Pension	Appren- ticeship Training	Total	FCF \$.02***	“Voluntary” NOT Included In Total Pkg C.A.F. \$.04**
1	\$35.85	*	\$8.70	\$.25	\$7.70	\$.50	\$53.00	\$.02	\$.04
2	\$35.53	*	\$8.70	\$.25	\$7.70	\$.50	\$52.68	\$.02	\$.04
3	\$34.20	*	\$8.70	\$.25	\$7.70	\$.50	\$51.35	\$.02	\$.04
4	\$33.88	*	\$8.70	\$.25	\$7.70	\$.50	\$51.03	\$.02	\$.04
5	\$33.72	*	\$8.70	\$.25	\$7.70	\$.50	\$50.87	\$.02	\$.04
6	\$32.30	*	\$8.70	\$.25	\$7.70	\$.50	\$49.45	\$.02	\$.04
7	\$31.24	*	\$8.70	\$.25	\$7.70	\$.50	\$48.39	\$.02	\$.04
8	\$29.35	*	\$8.70	\$.25	\$7.70	\$.50	\$46.50	\$.02	\$.04

## Local 106 Painters & Drywall Wage Rates Effective May 4, 2015

### Journeyman Wage Rates:

	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>FTI/UM</u>	<u>FTI/NT'L</u>	<u>FCF</u>	<u>LMCI</u>	<u>MPWEA</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>
Res., Comm. & Indus. Repaint														
Class I	\$27.86	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$44.08	\$2.70	\$1.74
Class II	\$28.46	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$44.68	\$2.70	\$1.76

	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>FTI/UM</u>	<u>FTI/NT'L</u>	<u>FCF</u>	<u>LMCI</u>	<u>MPWEA</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>
New Comm. & New Indus.														
Class I	\$29.36	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$45.58	\$2.70	\$1.80
Class II	\$29.96	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$46.18	\$2.70	\$1.82

Foremen in charge of five (5) or more journeymen shall be paid \$1.00 per hour over the journeyman rate.

Fair Contracting Foundation: \$0.01 paid by employer, \$0.01 paid by employee from Total Package.

### Painter Apprentice

<u>Hours</u>	<u>%</u>	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>FTI/UM</u>	<u>FTI/NT'L</u>	<u>FCF</u>	<u>LMCI</u>	<u>MPWEA</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>
0-1000	50	\$14.68	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$30.90	\$2.70	\$1.28
1001-2000	55	\$16.15	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$32.37	\$2.70	\$1.33
2001-3000	60	\$17.62	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$33.84	\$2.70	\$1.38
3001-4000	70	\$20.55	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$36.77	\$2.70	\$1.49
4001-5000	80	\$23.49	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$39.71	\$2.70	\$1.59
5001-6000	90	\$26.42	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$42.64	\$2.70	\$1.69

### Drywall Taper Appr

<u>Hours</u>	<u>%</u>	<u>Base</u>	<u>Health &amp; Welfare</u>	<u>Pension</u>	<u>Annuity</u>	<u>FTI/UM</u>	<u>FTI/NT'L</u>	<u>FCF</u>	<u>LMCI</u>	<u>MPWEA</u>	<u>STAR</u>	<u>DC82/FCF</u>	<u>Total</u>	<u>Vac *</u>	<u>Check-off Dues**</u>
0-500	50	\$14.98	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$31.20	\$2.70	\$1.29
501-1000	60	\$17.98	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$34.20	\$2.70	\$1.40
1001-1500	70	\$20.97	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$37.19	\$2.70	\$1.50
1501-2000	75	\$22.47	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$38.69	\$2.70	\$1.55
2001-2500	80	\$23.97	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$40.19	\$2.70	\$1.61
2501-3000	85	\$25.47	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$41.69	\$2.70	\$1.66
3001-3500	90	\$26.96	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$43.18	\$2.70	\$1.71
3501-4000	95	\$28.46	\$6.85	\$5.15	\$3.50	\$0.37	\$0.10	\$0.01	\$0.10	\$0.03	\$ 0.10	\$0.01	\$44.68	\$2.70	\$1.76

\*This Vacation Contribution is included in the taxable wage listed above, then deducted and remitted along with your Health & Welfare contribution.

**PLUMBERS & STEAMFITTERS LOCAL #11**  
**4402 AIRPARK BLVD.**  
**DULUTH, MN 55811**

JEFFREY DAVEAU SR.  
BUSINESS MANAGER

218-727-2199 PHONE  
218-727-2298 FAX

WAGE & BENEFIT REVISION EFFECTIVE MAY 4, 2015

**BUILDING TRADES JOURNEYMAN**

<b>Base Pay</b>	<b><u>\$34.79</u></b>
Savings Fund	2.00
Dues Check off	.96
Building Fund	.20
Organizing Fund	.15
UA-PEC	.05
Local PAC	.01
Death Assessment	.01
<b>Total Taxable</b>	<b><u>\$38.17</u></b>

<b>Fringes</b>	
Health & welfare	<b><u>6.85</u></b>
H R Fund	<b><u>.15</u></b>
Local Pension	<b><u>6.00</u></b>
National Pension	.78
Money Purchase	3.50
Training Fund	.50
International Training Fund	.10
Industry Fund	.35
H.V.A.C	.25
<b>Total Fringes</b>	<b><u>\$18.48</u></b>

<b><u>Total package</u></b>	<b><u>\$56.65</u></b>
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**Foreman \$2.50 over Base Pay**  
**General Foreman \$3.50 over Base Pay**

WAGES AS OF 5-4-2015	JOURNEYMAN	95%	90%	85%	80%	75%	70%
<b>TAXABLE</b>		↓	↓	↓	↓	↓	↓
BASE PAY	\$ 34.79	\$ 33.05	\$ 31.31	\$ 29.57	\$ 27.83	\$ 26.09	\$ 24.35
SAVINGS FUND	\$ 2.00	\$ 1.90	\$ 1.80	\$ 1.70	\$ 1.60	\$ 1.50	\$ 1.40
UNION DUES & ASSESSMENTS	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38
TOTAL TAXABLE	\$ 38.17	\$ 36.33	\$ 34.49	\$ 32.65	\$ 30.81	\$ 28.97	\$ 27.13
<b>FRINGES</b>							
TRAINING FUND	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50
H R FUND	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15
HVAC	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25
UA TRAINING FUND	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10
HEALTH & WELFARE	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85
UA PENSION	\$ 0.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL PENSION	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00
MONEY PURCHASE	\$ 3.50	\$ 3.33	\$ 3.15	\$ 2.98	\$ 2.80	\$ 2.63	\$ 2.45
INDUSTRY DEVELOPMENT	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35
TOTAL FRINGES	\$ 18.48	\$ 17.53	\$ 17.35	\$ 17.18	\$ 17.00	\$ 16.83	\$ 16.65
TOTAL PACKAGE	\$ 56.65	\$ 53.86	\$ 51.84	\$ 49.83	\$ 47.81	\$ 45.80	\$ 43.78
WAGES AS OF 5-4-2015	65%	60%	55%	50%	45%	40%	
<b>TAXABLE</b>	↓	↓	↓	↓	↓	↓	
BASE PAY	\$ 22.61	\$ 20.87	\$ 19.13	\$ 17.40	\$ 15.66	\$ 13.92	
SAVINGS FUND	\$ 1.30	\$ 1.20	\$ 1.10	\$ 1.00	\$ 0.90	\$ 0.80	
UNION DUES AND ASSESSMENTS	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	\$ 1.38	
TOTAL TAXABLE	\$ 25.29	\$ 23.45	\$ 21.61	\$ 19.78	\$ 17.94	\$ 16.10	
<b>FRINGES</b>							
TRAINING FUND	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50	
HR FUND	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	
HVAC	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	\$ 0.25	
UA TRAINING FUND	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	
HEALTH & WELFARE	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	\$ 6.85	
UA PENSION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
LOCAL PENSION	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	\$ 6.00	
MONEY PURCHASE	\$ 2.28	\$ -	\$ -	\$ -	\$ -	\$ -	
INDUSTRY DEVELOPMENT	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	\$ 0.35	
TOTAL FRINGES	\$ 16.48	\$ 14.20	\$ 14.20	\$ 14.20	\$ 14.20	\$ 14.20	
TOTAL PACKAGE	\$ 41.77	\$ 37.65	\$ 35.81	\$ 33.98	\$ 32.14	\$ 30.30	

WAGE BREAKDOWN FOR LOCAL UNION # 11 APPRENTICES - BEGINNING MAY 4, 2015



## Wages/Benefits Roofers Local Union 96 - Duluth Area

Effective July 1, 2014

Through June 30, 2015

Classification	Basic Hourly Wage	Vac. After Taxes	Assess. After Taxes	Taxable Wage Rate	National Pension Rate	Educ Fund Rate	Annuity Fund Rate	Health/ Welfare Rate	H&W HRA Rate	Appr. Training Rate	Roofing Industry Rate	Total Cost to Employer
Journeyman	28.65	2.50	0.50	31.65	3.40	0.03	3.09	7.10	0.50	0.25	0.30	46.32
Foreman	30.40	2.50	0.50	33.40	3.65	0.03	3.09	7.10	0.50	0.25	0.30	48.32

Apprentice Percentages Based on Hours Worked for Advancement:

45%	A 0-250	14.04		0.20	14.24	0.25	0.03				0.25	0.30	15.07
45%	B 251-1500	13.74		0.50	14.24	0.25	0.03		5.50		0.25	0.30	20.57
50%	1501-2500	15.33		0.50	15.83	0.25	0.03	0.25	6.50		0.25	0.30	23.41

Freeze Unless 144 Hours (Phase 1) of Related Training is Completed

60%	2501-3000	18.49		0.50	18.99	0.50	0.03	0.50	7.10	0.50	0.25	0.30	28.17
70%	3001-3500	21.66		0.50	22.16	0.50	0.03	0.50	7.10	0.50	0.25	0.30	31.34
75%	3501-4000	23.24		0.50	23.74	0.50	0.03	0.50	7.10	0.50	0.25	0.30	32.92
80%	4001-4500	22.32	2.50	0.50	25.32	0.75	0.03	0.75	7.10	0.50	0.25	0.30	35.00

Freeze Unless 288 Hours (Phase 2) of Related Training is Completed

85%	4501-5000	23.90	2.50	0.50	26.90	0.75	0.03	0.75	7.10	0.50	0.25	0.30	36.58
90%	5001-5500	25.49	2.50	0.50	28.49	1.00	0.03	0.75	7.10	0.50	0.25	0.30	38.42
95%	5501-6000	27.07	2.50	0.50	30.07	1.00	0.03	0.75	7.10	0.50	0.25	0.30	40.00

Advancement to Journeyman if All Related Training (Phase 3) is Completed and **6000** Hours Worked

Due: July 1, 2015: \$0.80

Expiration date: June 30, 2016

**DULUTH  
COMMERCIAL & INDUSTRIAL  
SHEET METAL WAGE RATES**

**EFFECTIVE MAY 4, 2015 - April 30, 2016**

**SOUTHERN ST. LOUIS, AITKIN, CARLTON, LAKE, COOK, AND DOUGLAS COUNTIES**

			TAXABLE		Health	NATL	SUPP.	LOCAL 10	FCF &	SMOHI	I.F.	TOTAL
			BASE*	SASMI	Fund	PENSION	PENSION	PENSION	LOCAL	NEMI & DRUG	& ITI TESTING	PACKAGE
									T.F.			
Journeyman			\$31.56	\$1.61	\$9.02	\$10.45	\$2.15	\$0.45	\$0.64	\$0.17	\$0.23	\$56.28
Foreman			33.56	1.61	9.02	10.45	2.15	0.45	0.64	0.17	0.23	58.28
General Foreman			35.56	1.61	9.02	10.45	2.15	0.45	0.64	0.17	0.23	60.28
Apprentice	HOURS											
	0-1000	55	17.36	1.01	9.02	5.75	1.18	0.25	0.64	0.17	0.23	35.61
	1001-2000	59	18.62	1.06	9.02	6.17	1.27	0.27	0.64	0.17	0.23	37.45
	2001-3000	63	19.88	1.11	9.02	6.58	1.35	0.28	0.64	0.17	0.23	39.26
	3001-4000	68	21.46	1.18	9.02	7.11	1.46	0.31	0.64	0.17	0.23	41.58
	4001-5000	72	22.72	1.23	9.02	7.52	1.55	0.32	0.64	0.17	0.23	43.40
	5001-6000	76	23.99	1.29	9.02	7.94	1.63	0.34	0.64	0.17	0.23	45.25
	6001-7000	80	25.25	1.34	9.02	8.36	1.72	0.36	0.64	0.17	0.23	47.09
	7001-8000	84	26.51	1.40	9.02	8.78	1.81	0.38	0.64	0.17	0.23	48.94
Classified worker												
	0-500	45	14.20	0.00	0.00	0.00	0.00	0.00	0.64	0.00	0.00	14.84
<b>Plan B Single</b>	501-on	45	14.20	0.00	2.69	2.45	0.00	0.00	0.64	0.00	0.00	19.98
<b>Plan B Family</b>	501-on	45	10.35	0.00	6.54	2.45	0.00	0.00	0.64	0.00	0.00	19.98

\*The Taxable Base Pay rate includes \$2.58 Vacation and Organizing deduction for journeymen and \$1.58 for apprentices. The Vacation Fund deduction is \$2.00 per hour for journeymen (\$1.00 per hour for apprentices) and \$.58 per hour for Organizing for both Journeymen and apprentices. For classified workers, the Vacation Fund deduction is \$.55 per hour and there is a \$.23 deduction for Organizing for a total deduction of \$.78.

SASMI NOTE: The SASMI rate for Foreman and General Foreman are the same as the rate for Journeymen and there is no longer a different SASMI rate for overtime hours on any classification. All SASMI hours are paid at the straight time rate.

The current IRS mileage rate is \$.575

**April 17, 2015**

Contract expires May 1, 2016



Shawn Broadrick  
Business Manager

Brian W. Dunn  
Financial Secretary-Treasurer

James E. Tucker  
President-Organizer

## Minnesota Breakdown of Wage and Benefit Package

<u>Wage Rate</u>	<u>4/1/13</u>	<u>7/1/13</u>	<u>4/1/14</u>	<u>4/1/15</u>
	\$31.88	\$32.52	\$33.17	\$33.83

Foreman's Rate: \$2.75 above journeyman scale  
 General Foreman: \$5.00 above journeyman scale (22+ men on job)  
 Local Union 669 has a 5% dues check-off; 2 1/2% for Apprentices Class 1-4

**Extended Benefit Fund:** \$.25 per hour for all hours worked payable to Local Union 669

**Industry Advancement-State of Minnesota**

Class 5 and higher \$.25 per hour for all hours worked payable to Local Union 669

### **Benefit Package**

Health & Welfare 4/1/13	\$8.42 per hour for all hours worked
Health & Welfare 1/1/14	\$8.52 per hour for all hours worked
Health & Welfare 1/1/15	<To be determined>
Health & Welfare 1/1/16	<To be determined>
Pension 4/1/13	\$5.50 per hour for all hours worked
Pension 1/1/14	\$5.75 per hour for all hours worked
Pension 1/1/15	\$5.90 per hour for all hours worked
Pension 1/1/16	\$6.05 per hour for all hours worked
Education 4/1/13	\$ .35 per hour for all hours worked
International Training Fund 4/1/13	\$ .10 per hour for all hours worked
Industry Promotion 4/1/13	\$ .25 per hour for all hours worked
Supplemental Pension 4/1/13	\$2.50 per hour for all hours worked

<u>Travel Expenses</u>	<u>4/1/13</u>	<u>4/1/14</u>	<u>4/1/15</u>
0-60 miles	No expenses	No expenses	No expenses
60-80 miles	\$15.00	\$16.50	\$17.50
80-100 miles	\$25.00	\$26.50	\$27.50
100+ miles	\$75.00	\$80.00	\$80.00

If you should have any additional questions, please feel free to contact Business Agent James Westby at (507) 493-5671 or this office.

Created June 2013

**Road Sprinkler Fitters Local Union No. 669**

7050 Oakland Mills Road • Suite 200 • Columbia, Maryland 21046  
 (410) 381-4300 • fax: (301) 621-8045 • [www.sprinklerfitters669.org](http://www.sprinklerfitters669.org)

# **SPECIAL PROVISIONS**

**2016 Michigan Street Utility Reconstruction from 3rd  
Avenue West to 6th Avenue West**

**Division SP**

**City of Duluth, Minnesota  
411 West 1<sup>st</sup> Street  
Duluth, MN 55802**

**City Project # 1524**

## CERTIFICATION

I HEREBY CERTIFY THAT THIS plan, SPECIFICATION or report  
was prepared by me or under my direct supervision and that I am a duly  
Licensed Professional Engineer under the laws of the State of Minnesota.



\_\_\_\_\_  
Signature

\_\_\_\_\_  
Brad Scott

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
February 25, 2016

\_\_\_\_\_  
Date

\_\_\_\_\_  
46198

\_\_\_\_\_  
License No.

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Appendix A	MNOPS Intrastate Anti-Drug/Alcohol Misuse Prevention Self-Assessment
Appendix B	Operator Qualification Contractor Covered Tasks

The following forms and regulations/rules/statutes and interpretations, which are incorporated by reference in this contract, are available on the World Wide Web at the sites listed below. The City of Duluth will use its best efforts to ensure that the most recent, applicable forms and regulations/rules/statutes and interpretations are included on the web sites provided; however, if you are the successful bidder, prior to signing the contract, you are responsible for comparing the versions of the forms and regulations/rules/statutes and interpretations attached to the contract which you are signing with the versions on the web to ensure conformity. Hard copies of all forms are available at the Engineering Division.

**THE VERSIONS OF THE FORMS AND REGULATIONS/RULES/STATUTES and INTERPRETATION ATTACHED TO THE CONTRACT WILL BE CONTROLLING.**

FORM	FUND	WEB SITE
Affidavit of Non-Collusion (required by awarded contractor only)	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
Affirmative Action Policy Statement/Certificate - EEO (required by awarded contractor only)	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
Certified Payroll Form WH347	All	<a href="http://www.dol.gov/whd/forms/">http://www.dol.gov/whd/forms/</a>
Contractor's Haul Route	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
Debarment/Suspension Notice (most current version)	All	<a href="http://www.dot.state.mn.us/bidlet/howtobid.html">http://www.dot.state.mn.us/bidlet/howtobid.html</a>
IC-134 Contractor Affidavit - Form	All	<a href="http://www.revenue.state.mn.us/Forms_and_Instructions/ic134.pdf">http://www.revenue.state.mn.us/Forms_and_Instructions/ic134.pdf</a>
IC-134 Contractor Affidavit – Online	All	<a href="https://www.mndor.state.mn.us/tp/contractoraffidavit/">https://www.mndor.state.mn.us/tp/contractoraffidavit/</a>
MN Rules 5200.1105	All	<a href="https://www.revisor.mn.gov/rules/?id=5200.1105">https://www.revisor.mn.gov/rules/?id=5200.1105</a>
MN Rules 5200. 1106	All	<a href="https://www.revisor.mn.gov/rules/?id=5200.1106">https://www.revisor.mn.gov/rules/?id=5200.1106</a>
MN Statutes 177.41 to 177.44	All	<a href="https://www.revisor.mn.gov/statutes/?id=177">https://www.revisor.mn.gov/statutes/?id=177</a>
Notice to Bidders - Prompt Payment to Subs – CITY (MS 471.425)	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
One-Call Instructions	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
Request to Sublet TP-21834	All	<a href="http://www.dot.state.mn.us/const/labor/forms.html">http://www.dot.state.mn.us/const/labor/forms.html</a>
Request to Sublet Summary	All	<a href="http://www.dot.state.mn.us/const/labor/forms.html">http://www.dot.state.mn.us/const/labor/forms.html</a>
Responsible Contractor Certification (MS 16C.285)	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
Statement of Compliance Form (8-2013)	All	<a href="http://www.dot.state.mn.us/const/labor/forms.html">http://www.dot.state.mn.us/const/labor/forms.html</a>
Supplemental General Conditions Part II 4/15/11	All	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
MNOPS Intrastate Anti-Drug/Alcohol Misuse Prevention - Self Assessment	Gas	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>



Operator Qualification Contractor Covered Tasks	Gas	<a href="http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/">http://www.duluthmn.gov/engineering/standard-construction-specifications/construction-documents/</a>
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**SP-1 NOTICE TO ALL BIDDERS**

The 2016 Edition of the City of Duluth Public Works & Utilities Department/Engineering Division “Construction Standards” book and any addendums or supplements is incorporated by reference and is deemed to be a part hereof as if fully incorporated and set forth herein. The ‘Construction Standards’ is available on the City website at: <http://www.duluthmn.gov/engineering/standard-construction-specifications/>.

**SP-2 SCOPE OF WORK**

The project will construct concrete duct bank, a steel steam line, 20-inch water main, and 6” gas main between 5<sup>th</sup> Ave West and 3<sup>rd</sup> Ave West. The project will construct concrete pavement between 6<sup>th</sup> Ave West and 5<sup>th</sup> Ave West. A temporary water service system is required.

**SP-3 CONTACT INFORMATION**

Questions regarding this project should be directed to: Howard Smith, Project Engineer of Utilities (ph. 218-730-5092), or email at [hsmith@duluthmn.gov](mailto:hsmith@duluthmn.gov).

**SP-4 PRE-BID CONFERENCE**

A Pre-Bid Conference will be held on Thursday March 10, 2016 at 10:00 A.M. in Room 106A City Hall, 411 West First Street, Duluth, MN. Potential bidders are strongly encouraged to attend.

**SP-5 (1209) DELIVERY OF PROPOSALS**

The provisions of MN/DOT 1209 and section 1209 of the City’s Construction Standard are modified with the following:

The Bidder shall return paper copies of the following with the submitted Proposal:

- (1) The Bid Proposal on the form attached to the proposal package, with signatures and all Addenda acknowledged;
- (2) The Schedule of Prices with all changes made in ink and initialed, plus initials on all sheets of the exhibit;
- (3) Bid Guaranty (certified check, bank draft, government bond, or bid bond);
- (4) Responsible Contractor Certification forms;
- (5) Equal Employment Opportunity Affirmative Action Policy Statement ; and
- (6) Affidavit and Information Required of Bidders.

**SP-6 (1404) MAINTENANCE OF TRAFFIC, (1707) PUBLIC SAFETY, AND (2563) TRAFFIC CONTROL**  
**STAGING OF TRAFFIC CONTROL**

The Contractor shall accomplish all work necessary to provide for the safe and convenient use by the public for through and local traffic on all streets affected by the Project and in accordance with the following:

The Contractor shall facilitate and assist delivery vehicles with access to buildings during construction.

Closure of 5th Ave West to provide all work including pavement removals, base preparation and final paving shall be limited to 7 calendar days.

Access to the parking ramp at 6th Ave West shall be maintained at all times. *(Specify the traffic control necessary to figure out how to get cars out of the 6<sup>th</sup> Avenue Ramp)*

The Contractor shall maintain access to the library delivery garages on Michigan Street. Closure of access shall be limited to two weeks and shall be coordinated with the Library. The Contractor shall facilitate deliveries at all times.

The Contractor shall re-establish access to the Harbors garage entrance for vehicle traffic as soon as possible via temporary gravel entrance. The Harbors intends to provide improvements to its existing parking ramp during phase 2 construction and access is required.

At least one lane of traffic from the west exit of the parking ramp at 5th Ave West shall be maintained at all times except that during the construction of Phase 4 water replacements, be permitted to construct the new water main, gas and duct bank. The Contractor is to install precast duct bank in this location to expedite the work. After utility work is complete, maintain at least one exit from the ramp at all times utilizing temporary surfacing.

Temporary traffic control required to re-open Michigan Street to traffic between July 1 and July 17th shall be considered incidental. At a minimum the traffic control shall provide continuous barrels at 25-ft spacing and Type III barricades to delineate the work zone.

At least one entrance/exit shall be maintained at the Medical Arts Building and Republic Bank at all times.

The Contractor shall provide (50) barrels and (8) Type III barricades with "ROAD CLOSED" signage available on site to allow for interim closures and delineation at the direction of the engineer.

The lump sum traffic control pay item includes but is not limited to: all work identified in the traffic control plans, staging of construction activities in ways not necessarily shown in the plans in accordance with the Contractor's means and methods, completion of all traffic control measures, temporary entrances, furnishing and installing temporary driving surfaces including gravel surfacing and the maintenance of the temporary driving surfaces.

**SP-7 (1505) COOPERATION BY CONTRACTORS**

The Duluth Transit Authority (DTA) has bus service in the project area which will be affected by this construction. The Contractor shall notify the DTA representative, Phil Torgerson, Director of Operations, at (218) 722-4426 prior to the start of the project.

**SP-8 (1507) UTILITY PROPERTY AND SERVICE**

Contractor shall perform construction operations near utility properties in accordance with the provisions of MnDOT 1507, except as modified below:

All utilities related to this Project are classified as "Level D," unless the Plans specifically state otherwise. This utility quality level was determined according to the guidelines of CI/ASCE 38-02, entitled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data."

The following utility owners have existing facilities which the work under this Contract may affect.

Centurylink	Charter
Minnesota Power	MnDOT
Duluth Energy	Northeast Service Cooperative
Compudyne	Zayo Bandwidth
Windstream	Paul Bunyan
Enventis	

Any relocation or adjustment of inplace utilities shall occur concurrently with the Contractor's work.

Any exposed utility or pipe shall be re-bedded in clean, compactible sand (or as required by the facility owner) by the Contractor and all such work shall be considered incidental.

NESC has facilities to remain within the project limits that run parallel to the proposed utility trench and must be supported during the work then adjust location as necessary to remain 6" clearance from the outside of the proposed 6" gas main. Other utility owners have facilities to remain that cross the work perpendicular to the proposed trench and must be supported during the work. The Contractor is responsible for protecting inplace utilities to remain and fully supporting the facilities during construction. All costs of coordinating the work in the vicinity of inplace utilities to remain including exposing, supporting, working around and backfill shall be considered incidental.

Phase construction of the water main and a temporary water service system are required to construct the main to provide service to buildings during construction and maintain vehicle access. Water main construction shall be performed in accordance with the temporary water service plans and the construction sequencing/staging described therein. Refer to the temporary water service system special provisions for additional requirements.

None of the City's current natural gas customers will be shut off or temporarily relocated during this project.

**SP-9 SUBMITTALS**

The Contractor shall provide shop drawings of all materials to be furnished for approval by the Engineer before being delivered to the site. All materials shall comply with the City of Duluth, Minnesota Public Works & Utilities Department – Engineering Division Standard Construction Specifications 2016 Edition and Appendix A, 2016 Edition of the Standard Specifications for High Pressure Gas Mains, Transmission Line and Service Installation, Welding Qualifications and Qualifications for Joining PE Pipe. Shop drawings for any materials proposed for approval as a substitute shall be submitted to the Engineer for approval prior to May 1, 2015. The required submittals should include, but it not necessarily limited to:

1. Drug and Alcohol Misuse Prevention Plan for Employees (Gas Contractor only)
2. Contractor's Operator's Qualifications Plan for Employees (Gas Contractor only)
3. Construction Schedule
4. Traffic Control Plan
5. Pipe Materials
6. Material Testing Records for gas pipe and fittings
7. Electrofusion Couplers
8. Misc. Pipe Fittings, couplers, adapters, service tees, etc.
9. Tracer Wire
10. Valves and Tracer Wire Boxes

**SP-10 (1702) PERMITS, LICENSES, AND TAXES**

Contractor shall obtain the MS4 Erosion and Sediment Control Permit from the City.

**SP-11 (1806) DETERMINATION AND EXTENSION OF CONTRACT TIME**

The Contract Time will be determined in accordance with the provisions of MN/DOT 1806 and the following:

1. Construction operations shall be started on or before April 25, 2016 or within ten (10) calendar days after the date of Notice to Proceed, whichever is later.
2. Intermediate Completion. The following intermediate completion dates apply to the project.
  - A. Phase 1—All work on Phase 1 shall be complete on or before May 30 including all utility and final paving work.
  - B. Phase 2—All work on Phase 2 shall be complete on or before June 30 including all utility and final paving work.

No work on Michigan Street shall be permitted between July 1 and July 15 due to festivals on Superior Street (4<sup>th</sup> Fest and Sidewalk Days) for which Michigan Street is required to be open to traffic. The Contractor shall establish a continuous, 14-ft wide full lane of traffic during this period and implement temporary traffic control to delineate lane edges and drop offs. All temporary traffic control required shall be considered incidental. If the Contractor cannot establish a lane of traffic on permanent pavement to remain, the Contractor shall provide temporary bituminous pavement (14-ft wide) consisting of 3-inches of SPWEB340B mix over 6-inches of CI.

5. Construction and removal of temporary paving, if required, shall be considered incidental.
- C. Phase 3—All work on Phase 3 shall be complete on or before September 2, 2016 including all utility and final paving work. 4<sup>th</sup> Ave West shall be closed for a period not to exceed four weeks (which shall include all utility and final paving work) and shall be permanently re-opened to traffic along the Avenue. Provide road closure signs to accommodate revised intersection control (incidental).
- D. Phase 4—All work on Phase 4 shall be complete on or before September 30, 2016 including all utility and final paving work.
- E. Phase 5—All work on Phase 5 shall be complete on or before September 30, 2016. No work on Phase 5 shall be permitted to begin prior to August 9<sup>th</sup> due to the scheduled downtown festivals and Duluth Library's summer Kaleidoscope children's reading program which uses the outdoor plaza and construction noise cannot be tolerated.

3. Final Completion. ALL work required under this Contract including final clean up shall be complete on or before October 7, 2016.
4. The third exemption listed under the second paragraph of the provisions of MN/DOT 1806.3 is modified to the extent that the phrase "(3) During the inclusive period from November 15 through April 15, except as specified in 1806.1..." is deleted.
5. No work which will restrict or interfere with traffic shall be performed between 12:00 noon on the day preceding and 6:30 a.m. on the day following any consecutive combination of a Saturday, Sunday, and legal holiday without written permission from the Engineer.
  - (A) If the Contractor chooses not to work at all on the day preceding the holiday period, no working day charges will be assessed.
  - (B) If the Contractor chooses to work prior to 12:00 noon on the day preceding the holiday period or if the Contractor obtains written permission to work after 12:00 noon on the day preceding the holiday period, working day charges will be assessed only for the actual hours worked.
6. The Contractor is not permitted to work after 4:00 P.M on Friday June 17<sup>th</sup>, or any portion of Saturday June 18<sup>th</sup> to avoid conflicts with Grandma's Marathon activities.
7. When all, or a portion, of the Contract Time is specified as a calendar completion date, the time is presumed to have been determined by considering the Proposal quantities, normal weather for the locality and season of the year, and the necessity of having the work completed by the specified date. The time may be extended by the Engineer only if the delay is considered "Excusable" in accordance with MN/DOT 1806.2 Types of Delays.

**SP-12 (1807) FAILURE TO COMPLETE WORK ON TIME**

The provisions of MN/DOT 1807 shall apply in full to both the Substantial Completion Date and the Final Completion Date. In addition, liquidated damages will be charged for intermediate completions dates for phase 1, phase 2 and phases 4 and 5.

**SP-13 (2301) DRILL AND GROUT DOWEL BAR (EPOXY COATED)**

This work shall consist of drilling, grouting, and inserting epoxy coated dowel bars in accordance with the provisions of MnDOT 2301 and the following:

The Engineer will measure by the number of epoxy coated dowel bars that are furnished, installed, and grouted in place as specified. The Engineer will make payment under Item 2301.602 (Drill and Grout Dowel Bar (Epoxy Coated)) at the Contract bid price per each, which shall be payment in full for all costs incidental thereto.

**SP-14 (2301) DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)**

This work shall consist of drilling, grouting, and inserting No. 13 epoxy coated reinforcement bars in accordance with the provisions of MnDOT 2301 and the following:

The Engineer will measure by the number of epoxy coated reinforcement bars that are furnished, installed, and grouted in place as specified. The Engineer will make payment under Item 2301.602 (Drill and Grout Reinforcement Bar (Epoxy Coated)) at the Contract bid price per each, which shall be payment in full for all costs incidental thereto.

**SP-15 (2301/2521/2531) CONCRETE PLACEMENT RESTRICTIONS**

The Concrete Contractor, or Subcontractor, shall have at least two people with a current ACI concrete flatwork technician or flatwork finisher certification, and at least one of them must be onsite for all concrete pours. Certifications shall be provided at the pre-construction conference.

In addition to the pertinent provisions of MN/DOT and the City of Duluth Construction Standards, the following restriction applies to all concrete "flatwork" (i.e. curb, curb and gutter, sidewalk, driveways, pavement) that is typically exposed to road salt and/or deicing chemicals:

The Contractor shall not place concrete flatwork **after October 15<sup>th</sup>** without the written approval of the City's Chief Engineer of Transportation.

**SP-16 (2411) GRANULAR BACKFILL**

This work shall consist of providing imported granular backfill meeting the requirements of Mn/DOT 3149.2.D.1 as trench backfill for water main and services. The placement of granular backfill shall be in accordance with the requirements for water main backfill in accordance with the City Standard Specifications.

**A. MEASUREMENT AND PAYMENT**

No measurement for granular backfill shall be made. The Contractor shall be paid 1.5 Cu Yd for every lineal foot of water main regardless of the trench composition, excavation limits, or the actual amount of material placed at the unit price bid for item 2451.521 by the Cu Yd. The price bid for granular backfill shall include delivery and placement on site and removal and disposal off

the right-of-way of the unsuitable trench material it replaces (which shall become the Contractor's property).

**SP-17 (2451) EXCAVATION, BACKFILL AND COMPACTION FOR UTILITIES – TRENCH BACKFILL**

The provisions of section 2451 of the City of Duluth 'Construction Standards' are supplemented with the following:

Trench backfill above the top of encasement zone and below the top of subgrade shall be accomplished entirely with imported granular backfill materials meeting the City's Construction Standards.

The Engineer will determine if any material is suitable for use as trench backfill.

Where acceptable material is found to be available within the site, the Engineer may direct the Contractor to utilize suitable salvaged on-site select grading materials for trench backfill to the maximum extent practical instead of imported backfill.

No adjustment will be made to the Contract unit price for increased or decreased quantities, except as provided in MN/DOT 1402.3.

**SP-18 (2503) STEEL CASING**

This work shall consist of furnishing and installing steel casing pipe as indicated in the Plans. Provide casing spacers and fill annular area between the carrier pipe and the casing pipe with expanding foam to seal each end.

The casing pipe shall be welded steel pipe (new material) with a minimum yield of 35,000 psi. The wall thickness shall be a minimum of 0.250 inch.

Measurement will be made by the length of steel casing pipe installed as specified. Payment will be made under Item 2503.603 (\_\_\_ in Steel Casing Pipe) at the Contract bid price per linear foot, which shall be compensation in full for all costs incidental thereto including foam bulkheads and spacers.

**SP-17 (2504) WATER MAIN**

Section 2504 of the Construction Standard is modified with the following:

All electrofusion shall be done in accordance with the City Standard Specifications and the Plastic Pipe Institute *Polyethylene Piping Systems Field Manual for Municipal Water Applications, M&I Division, 2009 Edition*. This manual is available on line at [plasticpipe.org](http://plasticpipe.org).

**SP-19 (2504) STEAM CROSSING INSULATION**

The PE gas mains and water mains shall be installed perpendicular to steam lines in accordance with the details in the plans or as directed by the Engineer. Where indicated on the details, a ¼ inch thick steel plate shall be furnished and placed between the existing steam line and the new



PE gas main or water main. Pittsburgh Corning Foamglas Cellular Glass Insulation blocks or an approved equal, 4 inches thick, 4 feet wide of sufficient length shall also be furnished and placed between the new or existing steam line and PE water or gas mains where indicated on the details or directed by the Engineer. A 2 inch thick Pittsburgh Corning Foamglas Cellular Glass Insulation pipe covering or an approved equal shall be wrapped around the new PE gas main for an 8 foot length where indicated on the details or directed by the Engineer. The cellular glass insulation furnished shall be fabricated in accordance with ASTM Standard C 552-00 and C 585. The insulation blocks and the insulated pipe wrap will be supplied by the City of Duluth for installation by the Contractor.

**SP-20 (2504) VALVE BOX EXTENSION**

This work shall consist of providing new valve box extensions on existing water valves at the locations shown in the plans and in accordance with the City of Duluth Standard Specifications.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2504.602 (Valve Box Extension) at the Contract bid price per each, which shall be compensation in full for removal and disposal of the existing valve box extension and furnishing and installation of a new valve box extension with lid.

**SP-21 (2504) CASTING ASSEMBLY**

This work shall consist of providing new casting assemblies at the locations shown in the plans and in accordance with the City of Duluth Standard Specifications.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2506.516 (Casting Assembly) at the Contract bid price per each, which shall be compensation in full for removal and disposal of the existing casting assembly and furnishing and installation of a new casting assembly (frame and lid).

**SP-22 (2504) TEMPORARY WATER SERVICE SYSTEM**

This work shall consist of constructing a temporary water service system for the phased construction of the water main as described in the plans and these special provisions to provide continuous water service (except for those interruptions specifically allowed by these special provisions) to buildings served by the water main to be replaced. All work shall be performed in accordance with these Special Provisions and the City of Duluth Standard Specifications.

**A. CONSTRUCTION REQUIREMENTS**

The existing water main to be replaced consists of 16-inch cast iron pipe installed during the 1880s. The water main system operates under pressures ranging between 110 psi to 135 psi. The contractor will take appropriate precautions when working with or excavating around the pipe given the age of the system and operating pressures to avoid damage to the existing system to remain.

Dedicated water services for fire protection connected to the main do not need provisions for temporary water.

Provide a minimum 48 hours' notice to City of Duluth and affected buildings prior to any service interruption. Several buildings will have water shut down restrictions, and the City reserves the ability to schedule night time shutdowns as outlined in the water main procedures for the Contractor to connect or remove the temporary water system if deemed necessary.

Water service must be maintained to the Medical Arts Building at all times throughout the project except for short duration nighttime closures. Any closures to connect the existing Medical Arts services to the temporary or permanent water systems can only be performed between 9 pm and 5 am.

All other service connection interruptions on the project shall be limited to a maximum of 8 hours to connect the main to the temporary water service system and a maximum of 8 hours to reconnect the existing service to the permanent water system.

Where the temporary main crosses walks or roadways subject to public traffic (vehicle or pedestrian) or construction traffic during construction the contractor shall construct traffic rated crossings using pipe manifolds, ramps and other measures subject to the approval of the Engineer to maintain traffic and protect the temporary main without restricting to the temporary service flows. Pedestrian crossings must be ADA compliant and protect pedestrians against edge drop-off. Where ADA compliant crossing cannot be installed due to existing grades or conditions, a non-ADA compliant crossing shall be installed to remove any trip hazard for and the Contractor shall be responsible for identifying and signing an alternate accessible Temporary Pedestrian Access Route. Vehicle crossings must be signed to slow traffic and painted to ensure visibility and secure. Where temporary mains are installed adjacent to walks or roadways subject to public traffic, the main shall be securely placed (anchored) at the perimeter of the walk or roadway to prevent movement and out of the path of traffic (vehicle or pedestrian). Provide supplemental markings, ribbon, temporary fence or signage as needed to warn pedestrians of potential trip hazards. At a minimum pedestrian crossings across the temporary water main shall be provided at Superior Street at hydrant connections; during Phase 1 at the NE corner of Michigan Street and 3<sup>rd</sup> Ave West; during Phase 2 at the NW corner of Michigan Street and 3<sup>rd</sup> Ave West; and during Phase 3 at the NE corner of Michigan Street and 4<sup>th</sup> Ave West. All temporary crossing work described shall be considered included for payment under the Temporary Water Service System pay item.

The following procedure is a detailed sequence of steps that shall be followed to construct the replacement water main and provide the temporary water service system.

**1. Phase 1-MICHIGAN STREET AT 3<sup>RD</sup> AVE WEST**

**a. CONSTRUCT PHASE 1 TEMPORARY WATER SERVICE SYSTEM**

- i. Implement Phase 1 temporary traffic control.
- ii. Construct phase 1 temporary water main per the details and plans.  
Connect temporary main to hydrant H10755 at the SE corner of Superior Street and 3<sup>rd</sup> Ave West.
- iii. Inject chlorine for disinfection.
- iv. Flush and obtain disinfection sample for testing.
- v. Connect existing services to temporary water service system per the details and plans.

1. The Contractor may coordinate with the Longsdale Building to remove a manhole cover from the below sidewalk building vault and route the temporary water service into the vault, and connect directly to the water meter plumbing.
- b. SHUTDOWN #1-CONSTRUCT TEMPORARY DEAD END THRUST BLOCKING & INSTALL NEW 20-INCH BUTTERFLY VALVE
  - i. Provide removals and excavation necessary to expose the existing water main at:
    1. Station 20+45: preparatory to constructing the TEMPORARY DEAD END THRUST BLOCKING at this location per the detail in the plans.
    2. A minimum of 40-ft of undisturbed soils must be left in place between the TEMPORARY DEAD END THRUST BLOCKING and the new 20-inch butterfly valve (refer to proposed water main plan and profiles) to provide the required soil friction to restrain the existing main and valve.
  - ii. The existing water main will be shut off by the City of Duluth (valves W02531 and W02525).
  - iii. Shutdown will occur at night between 9 pm and 5 am.
  - iv. Drain existing mains to install caps.
  - v. Construct the TEMPORARY DEAD END THRUST BLOCKING at Station 20+45. All pipe and fittings shall be swabbed with chlorine solution.
  - vi. Backfill the concrete thrust blocking after the concrete hardens.
  - vii. At 5 am the City will open valves W02531 and W02525. The new butterfly valve shall be closed.
- c. SHUTDOWN #2- CONSTRUCT TEMPORARY WATER CONNECTION ASSEMBLY
  - i. Provide removals and excavation necessary to expose the existing water main near Station 22+00 preparatory to constructing the TEMPORARY WATER CONNECTION ASSEMBLY at this location per the detail in the plans.
  - ii. The existing water main will be shut off by the City of Duluth (valves W02285, W02535 and the new 20-inch valve installed during SHUTDOWN #1).
  - iii. Shut down shall not begin until 5 PM Saturday and shall not last longer than 36 hours without the approval of the Engineer.
  - iv. Drain existing mains to make connection.
  - v. Construct PERMANENT WATER CONNECTION ASSEMBLY including per the detail in the plans. All pipe and fittings shall be swabbed with chlorine solution.
  - vi. With Engineer's approval and after concrete thrust collar hardens, backfill assembly.
  - vii. At 5 am Monday the City will open valves W02285 and W02525. The new butterfly valve constructed with the TEMPORARY WATER CONNECTION ASSEMBLY shall be closed.
- d. CONSTRUCT PHASE 1 WATER MAIN
  - i. Construct the phase 1 water main as show in the plans. The new water main will be constructed in the same trench as the existing water main.

- ii. Inject chlorine for disinfection. Provide temporary port as necessary.
- iii. Flush water main from new valve on Michigan Street through a 20" test cap after the 20" butterfly valve at station 20+95.
- iv. Obtain disinfection sample for testing.
- v. Pressure test new main.
- vi. Reconnect existing services and hydrant leads to new main. Air test all service saddles prior to tapping main.

**2. Phase 2-Eastern Block of Michigan Street between 4<sup>th</sup> Ave West and 3<sup>rd</sup> Ave West**

(Steps a.i. and a.ii. can be performed concurrently with the Phase 1 shutdown)

**a. CONSTRUCT PHASE 2 TEMPORARY WATER SERVICE SYSTEM**

- i. Implement Phase 2 temporary traffic control in accordance with the plans.
- ii. Construct phase 2 temporary water main per the details and plans.
- iii. Connect temporary main to hydrant H03245 at the corner of Michigan Street and 3<sup>rd</sup> Ave West.
- iv. Inject chlorine for disinfection.
- v. Flush and obtain disinfection sample for testing.
- vi. Connect existing services to temporary water service system per the details and plans.
- vii. Connect the existing temporary service for the Longsdale building to the Phase 2 temporary water system.
- viii. Remove the Phase 1 temporary water system.

**b. SHUTDOWN #3-CONSTRUCT TEMPORARY DEAD END THRUST BLOCKING & INSTALL NEW 20-INCH BUTTERFLY VALVE**

- i. Provide removals and excavation necessary to expose the existing water main at:
  - 1. Station 17+98: preparatory to constructing the TEMPORARY DEAD END THRUST BLOCKING at this location per the detail in the plans.
  - 2. A minimum of 40-ft of undisturbed soils must be left in place between the TEMPORARY DEAD END THRUST BLOCKING and the new 20-inch butterfly valve at 18+45 (refer to proposed water main plan and profiles) to provide the required soil friction to restrain the existing main and valve.
- ii. The existing water main will be shutoff by the City of at 3<sup>rd</sup> Ave West with existing valve WO2525).
- iii. Shutdown will occur at night between 9 pm and 5 am.
- iv. Drain existing mains to make connection.
- v. Construct the TEMPORARY DEAD END THRUST BLOCKING at Station 17+98 per the details in the plans. All pipe and fittings shall be swabbed with chlorine solution.
- vi. Backfill the concrete thrust blocking after the concrete hardens.
- vii. At 5 am the City will open valves WO2525.

**c. CONSTRUCT PHASE 2 WATER MAIN**

- i. Construct the phase 2 water main as show in the plans. The new water main will be constructed in the same trench as the existing water main.

- ii. Inject chlorine for disinfection. Provide temporary port as necessary.
- iii. Flush water main from the test cap on the new valve at sta. 18+45 on Michigan Street.
- iv. Obtain disinfection sample for testing.
- v. Pressure test new main.
- vi. Reconnect existing services to new main. Air test all service saddles prior to tapping main.
- vii. The new butterfly valve at 14+85 shall be closed.
- viii. Remove Phase 2 temporary water.

**3. Phase 3- Michigan Street from the mid-block between 5<sup>th</sup> Ave West and 4<sup>th</sup> Ave West to the mid-block between 4<sup>th</sup> Ave West and 3<sup>rd</sup> Ave West.**

- a. CONSTRUCT PHASE 3 and 4 TEMPORARY WATER SERVICE SYSTEM
  - i. Implement Phase 3 temporary traffic control in accordance with the plans.
  - ii. Construct phase 3 and 4 temporary water main per the details and plans. Connect phase 3 temporary main to hydrant H10753 at the corner of Superior Street and 4<sup>th</sup> Ave West. Connect phase 4 temporary main to hydrant H10761 at the SE corner of Superior Street and 5<sup>th</sup> Ave West.
  - iii. Inject chlorine for disinfection.
  - iv. Flush and obtain disinfection sample for testing.
  - v. Connect existing services to temporary water service system per the details and plans.
- b. SHUTDOWN #4-Isolate Phase 3 and 4 for new main construction
  - i. The existing water main will be shutoff by the City of Duluth with existing valve W02521.
  - ii. Drain existing mains to begin removals.
- c. CONSTRUCT PHASE 3 WATER MAIN
  - i. Construct the phase 3 water main as show in the plans. The new water main will be constructed in the same trench as the existing water main.
  - ii. Inject chlorine for disinfection. Provide temporary port as necessary.
  - iii. Flush water main from new valve on Michigan Street at sta. 18+45 to test cap on new valve at station 14+92.
  - iv. Obtain disinfection sample for testing.
  - v. Pressure test new main.
  - vi. Reconnect existing services to new main. Air test all service saddles prior to tapping main.
  - vii. Remove Phase 3 temporary water.

**4. Phase 4-Western Block of Michigan Street between 5<sup>th</sup> Ave West and 4<sup>th</sup> Ave West**

- a. PREPARE FOR PHASE 4 OF WATER SYSTEM INSTALLATION
  - i. Implement Phase 4 temporary traffic control in accordance with the plans.
- b. SHUTDOWN #5- CONSTRUCT TEMPORARY WATER CONNECTION ASSEMBLY
  - i. The existing water main will be shut off by the City of Duluth (valves W02517 and W08607).

- ii. Provide removals and excavation necessary to expose the existing water main near Station 12+52 preparatory to constructing the PERMANENT WATER CONNECTION ASSEMBLY at this location per the detail in the plans.
- iii. Drain existing mains and remove existing valve W02521 to make connection.
- c. CONSTRUCT PHASE 4 WATER MAIN
  - i. Construct the phase 4 water main as show in the plans. The new water main will be constructed in the same trench as the existing water main.
  - ii. Construct PERMANENT WATER CONNECTION ASSEMBLY including per the detail in the plans. All pipe and fittings shall be swabbed with chlorine solution.
  - iii. With Engineer's approval and after concrete thrust collar hardens, backfill assembly.
  - iv. Inject chlorine for disinfection, Contractor may need to provide temporary port to main for injecting chemical and flushing, or utilize service connection at 12+45 for chemical injection and flushing
  - v. Flush water main from one of the new valves on Michigan Street through the flushing port provided by the contractor.
  - vi. Obtain disinfection sample for testing.
  - vii. Pressure test new main.
  - viii. Reconnect existing services to new main. Air test all service saddles prior to tapping main.
  - ix. City will open new valves at sta. 14+92, 12+45, and existing valves W02517 and W08607. All valves on project are open and main is in service.
  - x. Remove Phase 4 temporary water.

#### B. METHOD OF MEASUREMENT

No separate measurement will be made for any of the individual items that constitute the temporary water service system including the temporary water service system for each phase of construction; temporary water main pipe; temporary water main service connections (including shutoffs, transition fittings, couplers, or joint restraint); hydrant connections; pedestrian or vehicle crossings; building owner coordination; water main and service disinfection or testing; removals; temporary dead end thrust blocking; temporary water connection assemblies; or any other component described in these special provisions or the plans or as otherwise required to provide the complete temporary water system for the project.

#### C. BASIS OF PAYMENT

Payment will be made under Item 2504.601 (Temporary Water Service System) at the Contract lump sum, which shall be compensation in full all labor, equipment, materials and other incidentals necessary to provide, protect, maintain, and remove the temporary water service system.

Based on the lump sum Contract price for temporary water service satisfactorily installed, partial payments will be made as follows:

- (a) When the work to install and place the temporary water service system for Phase 1 is completed, 20% of the amount bid for Temporary Water Service System shall be paid.
- (b) When the work to install and place the temporary water service system for Phase 2 is completed, 30% of the amount bid for Temporary Water Service System shall be paid.
- (c) When the work to install and place the temporary water service system for Phase 3 is completed, 20% of the amount bid for Temporary Water Service System shall be paid.
- (d) When the work to install and place the temporary water service system for Phase 4 is completed, 20% of the amount bid for Temporary Water Service System shall be paid.
- (e) When all work related to the Temporary Water Service System is complete and removed and permanent service is restored, 10% of the amount bid for Temporary Water Service System shall be paid.

**SP-23 (2505) 6" PE GAS MAIN**

This work shall consist of constructing gas main on the project including valves and connections to existing gas main. All work shall be performed in accordance with these Special Provisions and the City of Duluth Standard Specifications including Appendix A, Standard Specifications for High Pressure Gas Mains, Transmission Line and Service Installation, Welding Qualifications, and Qualifications for Joining PE Pipe, except as modified herein.

A. Testing Locate Wire Continuity

The Contractor shall be responsible for electrically testing the locating wire continuity after installation of each section of continuous tracer wire. The Department inspector must witness this test. If the continuity test fails, the Contractor shall be responsible for repairing or reinstalling the tracer wire and retesting the locating wire continuity. The Contractor shall be responsible for the installation of at least one locating wire with electrical continuity throughout the entire length. No payment shall be made for a pipe with a tracer wire that has not passed a continuity test. All costs of electrically testing the locating wire continuity, repairing continuity or reinstalling the tracing wire and retesting the locating wire continuity shall be considered incidental to the installation of the pipe and shall be the Contractor's responsibility.

B. Electrofusion Procedures

The Contractor is required to prepare the pipe by peeling away a thin outside layer of the pipe surface to remove oxidation and other contaminants. Under no circumstances may the Contractor use abrasives, hand paint scrapers, grinding wheels, or other devices that do not cleanly remove the contaminated material. Only the use of an appropriate peeling tool, as recommended by the pipe or fitting manufacturer and approved by the Public Works and Utilities Department will be allowed. Peel a thin layer of the pipe surface until the outer layer or "skin" of the pipe has been removed to expose a clean, virgin pipe material in accordance with the pipe manufacturer's recommendation. Inspect the entire peeled area to ensure total exposure of virgin pipe. For pipe smaller than 6-inch, if a coupling is to be pushed completely over one pipe end, peel the pipe end for the entire length of the coupler to prevent contamination of the coupler by sliding over un-scraped pipe.

C. Fusion Qualification Procedures

Contractor fusers must successfully complete a fusion qualification test prior to the start of construction operations before being permitted to make joints on the Public Works & Utilities Department's plastic PE gas system. Fusers will be qualified according to the procedures in Section 28 of Appendix A, 2016 Standard Specifications for High Pressure Gas Mains, Transmission Line, and Service Installation, Welding Qualifications and Qualifications for Joining PE Pipe, included in the City of Duluth, Minnesota, Public Works & Utilities Department – Engineering Division Standard Construction Specifications 2016 Edition. This fusion qualification test must be scheduled approximately two weeks in advance with the City of Duluth by an Engineering Technician, to make an appointment please call (218) 730-5200.

**SP-24 DRUG AND ALCOHOL TESTING FOR GAS WORK**

This contract will require compliance with Federal regulations which requires pre-employment, post-accident, and reasonable cause drug and alcohol testing of employees, contractors and other workers. Random drug testing shall also be required under this contract.

Prior to the issuance of the Notice to Proceed, contractors/vendors performing work covered by the DOT drug and alcohol testing rules as set forth in 49 CFR Part 199 and Part 40, shall provide the following documentation for review for compliance with RSPA/DOT regulations:

1. Anti-Drug Plan and any addenda issued thereto.
2. Alcohol Misuse Prevention Plan and any addenda issued thereto.
3. Minnesota Office of Pipeline Safety Intrastate Anti-Drug and Alcohol Misuse Prevention Self-Assessment Form.
4. The name and job title of the employees performing any work or functions covered by Part 199.

At the end of the calendar year, any Contractor whom performed work on the City of Duluth's Natural Gas system will also be required to submit a copy of their U.S. Department of Transportation Drug and Alcohol Testing MIS Data Collection Form. As a Contractor this information is required to be submitted with the City of Duluth's annual report to PHMSA.

**SP-25 OPERATOR QUALIFICATION FOR GAS WORK**

This contract may require contractor personnel to perform covered tasks on the City of Duluth's natural gas system. To work on the natural gas system, the Contractor's personnel must be qualified to perform any of the covered tasks identified in the City of Duluth Operator Qualification Plan. Prior to the issuance of the Notice to Proceed, contractors, sub-contractors or vendors performing any of these covered tasks shall submit their Operator Qualification Plan and a list of employees' names, job titles and covered tasks to be performed under this contract to the Engineer for approval. The Contractor's Operator Qualifications for each employee should be cross referenced to the City of Duluth's Operator Qualifications requirements such that each



course taken by the contractor's employee will identify the equivalent City of Duluth Operator Qualifications required course. The Operator Qualification Plan must be approved by the City before a Notice to Proceed will be issued.

**SP-26 (2550) CONNECT INTO EXISTING ELECTRICAL MANHOLE**

This work consists of connecting proposed duct bank to existing electrical manholes in accordance with the details in the plans including all costs incidental thereto, including but not limited to all labor, materials, trenching, subgrade preparation, class 5 aggregate base, precast duct bank installation, and backfill.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2550.602 (Connect into Existing Electrical Manhole) at the Contract bid price per each, which shall be compensation in full for all labor, equipment and materials required to connect to the existing manhole. Any damage caused to the existing structure shall be repaired at the Contractor's expense to the satisfaction of the Engineer.

**SP-27 (2550) REPAIR ELECTRICAL MANHOLE TYPE “\_”**

This work consists of repairing existing electrical manholes in accordance with the details in the plans including all costs incidental thereto, including but not limited to all labor, equipment and materials.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2550.602 (Repair Electrical Manhole Type “\_”) at the Contract bid price per each, which shall be compensation in full for all labor, equipment and materials required to repair the existing manhole. Any damage caused to the existing structure shall be repaired at the Contractor's expense to the satisfaction of the Engineer.

**SP-28 (2550) DUCT BANK**

**A. DESCRIPTION**

This work consists of constructing concrete duct bank in accordance with the Plans, the MnDOT standard specifications, the manufacturer's recommendations, the applicable NECA/NEIS/NEMA standards, and the following:

Duct bank is hereby defined as a system of parallel ducts grouped together and installed in concrete as indicated in the plans and described in these special provisions.

**B. MATERIALS**

Ducts shall consist of 6-inch PVC pipe supplied by Minnesota Power and installed by Contractor. Ducts shall be supplied F.O.B. Minnesota Power's facility on Arrowhead Road. Contractor shall supply all other materials required for duct bank construction.

Concrete for duct bank shall be a dyed red, high-early 2,500 psi ready mix with ½” pea gravel.

### C. CONSTRUCTION REQUIREMENTS

- A. Excavate for duct bank installation to depth and grade indicated in drawings.
- B. Compact the trench subgrade to a firm and unyielding condition with a ride-on vibratory compactor with a minimum compaction force of 9,000 pounds. Notify the engineer of soft spots for potential correction.
- C. Place class 5 aggregate base. Compact base to 100% relative compaction.
- D. Cut duct square using saw or pipe cutter; de-burr cut ends.
- E. Insert duct to shoulder of fittings; fasten securely using cement.
- F. Install no more than equivalent of three 90-degree bends between pull points.
- G. Provide suitable fittings to accommodate expansion and deflection where required.
- H. Stagger duct joints vertically in concrete encasement 6 inches minimum, center to center.
- I. Locate parallel ducts with 7-1/2 inches separation, center to center.
- J. Use spacers and chairs installed not greater than 8 feet on centers.
- K. Securely band ducts together and anchor ducts to prevent movement during concrete placement (every 8-ft minimum between spacers). Provide reinforcing bars driven 6-inches (min.) into aggregate base and through edges of spacers to stabilize the pipe and spacers during pour.
- L. Place concrete formwork that is true and plumb to the dimensions of the duct bank shown in the plans.
- M. Encase ducts in concrete. Provide minimum 3 inch concrete cover at bottom, top, and sides of duct bank. Place concrete under provisions of MnDOT 2461. Concrete shall obtain a minimum of 75% of the specified strength prior to backfill. In no case shall concrete be backfilled in less than 24 hours from completion of pour.
- N. Connect to existing concrete duct bank encasement or precast duct embankment using dowels.
- O. Connect to existing manholes as shown in the plans.
- P. Use suitable caps to protect installed duct against entrance of dirt and moisture. Clean and swab pipe as required.
- Q. Pass a mandrel (diameter ½" smaller than duct diameter and 6-inches long) through each duct. If mandrel fails to pass, investigate obstruction or misalignment and correct.
- R. Provide suitable pull tape (mule tape) in each empty duct except sleeves and nipples.
- S. Provide flared bell housing at interior of all manholes.
- T. Backfill duct bank excavation under the provisions of MnDOT 2105. Provide granular backfill meeting MnDOT 3149.2.D.1. Spread backfill in loose lifts of approximately 8-inches. The relative compaction of trench backfill shall conform to the following:
  - a. Below pavements, within 3 feet of subgrade: 100% (optimum moisture: -3% to +3%);
  - b. Below pavements, more than 3 feet below subgrade elevations: 95% (optimum moisture: -3% to +3%); and,
  - c. Below turf or landscaped areas: 90% (optimum moisture: n/a)
- U. The standard duct bank configuration is a 2 x 3 array (row x column). The Contractor is required to adjust the duct bank configuration as needed into alternate array configurations (1 x 6, 3 x 2, etc.) to avoid conflicts with inplace or proposed utilities and to provide connections to existing manholes or at the direction of the Engineer. No change orders or modifications to the unit price bid for duct bank shall per permitted regardless of the number or type of such re-arrangements required. The minimum

clearance and concrete cover depths shown in the plans shall apply to alternate duct bank configurations.

**D. MEASUREMENT**

Measurement will be made by the lineal foot of duct bank acceptably constructed as specified. No measurement will be made for the installation of any single or individual component of the duct bank system.

**E. PAYMENT**

Payment will be under Item 2545.603 (Duct Bank) at the Contract bid price per lineal foot of concrete duct bank constructed. Payment shall be compensation in full for all costs to construct the concrete duct bank complete and in place including all costs incidental thereto, including but not limited to all labor, materials, equipment, trenching, disposal of excavated material, subgrade preparation, class 5 aggregate base, duct installation, spacer installation, spacer anchors, duct banding, concrete reinforcement, concrete encasement, integral concrete color, pull tape, and backfill.

**SP-29 (2550) INSTALL PRECAST DUCT BANK**

This work consists of installing precast duct bank furnished by Minnesota Power as shown in the details. Precast duct bank shall be supplied F.O.B. Minnesota Power's facility on Arrowhead Road.

All placement requirements for duct bank in these Special Provisions shall apply to the placement of precast duct bank except for those requirements related to cast-in-place concrete. Manufacturer's recommendations and standard practices shall apply to the installation.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2550.603 (Install Precast Duct Bank) at the Contract bid price per lineal foot, which shall be compensation in full installing the precast duct bank as shown complete and in place including but not limited to all labor, materials, equipment, trenching, subgrade preparation, class 5 aggregate base, pre cast duct bank installation, pull tape, and backfill.

All placement requirements for duct bank in these Special Provisions shall apply to the placement of precast duct bank except for those requirements related to cast-in-place concrete. Manufacturer's recommendations and standard practices shall apply to the installation.

**- END -**

# **SPECIAL PROVISIONS**

**DIV SS - STEAM**

**City of Duluth, Minnesota  
411 West 1<sup>st</sup> Street  
Duluth, MN 55802**

**City Project # 1524**

## CERTIFICATION

I HEREBY CERTIFY THAT THIS plan, SPECIFICATION or report  
was prepared by me or under my direct supervision and that I am a duly  
Licensed Professional Engineer under the laws of the State of Minnesota.

DN: cn=David Toshio Williams, o=LHB,  
ou=LHB MEP,  
email=david.williams@lhbcorp.com, c=US  
Location: Duluth, MN  
'Date: 2016.02.25 13:12:57 -06'00



Signature

David T Williams, PE  
Typed or Printed Name

February 25, 2016  
Date

18929  
License No.

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SS-2	(2599) INSTALL NEW STEAM MAIN.....	4
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**SS-1 (2014) REMOVE EXISTING STEAM MAIN**

This work shall consist of removing existing steam main on the project and coordinating asbestos containing material removal services by others. All work shall be performed in accordance with these Special Provisions and the Plans.

**A. BASIS OF PAYMENT**

Payment will be made under Item 2104.601 (REMOVE EXISTING STEAM MAIN) at the Contract bid price lump sum, which shall be compensation in full for all labor, equipment and incidental materials required to remove the existing steam piping system as shown on the contract documents. Removal shall include excavation to expose the existing piping, coordination of the asbestos abatement contractor separately contracted by Duluth Energy Systems (DES), and removal and proper disposal of the abated steam main.

**SS-2 (2599) INSTALL NEW STEAM MAIN**

This work shall consist of installing steam main on the project. Duluth Energy shall supply preinsulated pipe system components such as preinsulated pipe with integral leak detection system and joint insulation kits for installation by Contractor. Contractor shall provide material for welding pipe joints, installing joint installation kits, providing cast in place concrete pipe anchor, and to penetrate the building walls. All work shall be performed in accordance with these Special Provisions and the Plans.

**A. CONSTRUCTION REQUIREMENTS**

All steam main work shall be provided in accordance with the manufacturer's recommendations and requirements for Duo-Therm 505 available at: [www.thermacor.com/duo-therm-505/](http://www.thermacor.com/duo-therm-505/)

**B. PRESSURE TESTING FOR ACCEPTANCE**

Provide welded caps on both ends of each piping system. Provide a ¼ inch NPT connection on one cap equipped with a 30 psi gauge, gauge valve, fill valve and threaded fill connection. Fill line with 15 psi of dry nitrogen and maintain pressure for 4 hours. After acceptance, close valves and leave maintenance charge of 15 psi dry nitrogen on system piping.

**C. OPERATOR QUALIFICATION FOR STEAM WORK**

Installation of the piping system shall be in conformance with Duluth Energy Systems welding and testing requirements.

**D. BASIS OF PAYMENT**

Payment will be made under Item 2599.601 (INSTALL NEW STEAM MAIN ) at the Contract bid price lump sum, which shall be compensation in full for all labor, equipment and incidental materials required to install the steam piping system as shown on the contract documents and in conformance to the steam piping system manufacturer's installation instructions. Installation

shall include transportation of the components from the Duluth Energy Systems main steam plant to the installation location, preparation of the excavation, penetrating the existing building walls, welding the supplied components together, performing NDE testing of the joints, installing the insulated joint kits, casting the required concrete anchor point, backfilling with approved material, and pressure testing the system for acceptance.

**SS-3 (2599) INSTALL NEW HWS & HWR MAINS**

This work shall consist of installing hot water supply (HWS) and return (HWR) mains on the project Duluth Energy shall supply preinsulated pipe system components such as preinsulated pipe with integral leak detection system and joint insulation kits for installation by Contractor. Contractor shall provide material for welding pipe joints, installing joint installation kits, and to penetrate the building walls. All work shall be performed in accordance with these Special Provisions.

**A. CONSTRUCTION REQUIREMENTS**

All steam main work shall be provided in accordance with the manufacturer's recommendations and requirements for Logstor European Piping System (EN 253) available at: [www.urecon.com/systems/en253.html](http://www.urecon.com/systems/en253.html)

**B. PRESSURE TESTING FOR ACCEPTANCE**

Provide welded caps on both ends of each piping system. Provide a ¼ inch NPT connection on one cap equipped with a 30 psi gauge, gauge valve, fill valve and threaded fill connection. Fill line with 15 psi of dry nitrogen and maintain pressure for 4 hours. After acceptance, close valves and leave maintenance charge of 15 psi dry nitrogen on system piping.

**C. OPERATOR QUALIFICATION FOR HOT WATER WORK**

Installation of the piping system shall be in conformance with Duluth Energy Systems welding and testing requirements for thin walled pipe.

**D. BASIS OF PAYMENT**

Payment will be made under Item 2599.601 (INSTALL NEW HWS & HWR MAINS) at the Contract bid price lump sum, which shall be compensation in full for all labor, equipment and incidental materials required to install the hot water piping system as shown on the contract documents and in conformance to the steam piping system manufacturer's installation instructions.

Installation shall include transportation of the components from the Duluth Energy Systems main steam plant to the installation location, preparation of the excavation, penetrating the existing building walls, welding the supplied components together, performing NDE testing of the joints, installing the insulated joint kits, backfilling with approved material, and pressure testing the system for acceptance.



## **APPENDIX A**

### **MNOPS Intrastate Anti-Drug/Alcohol Misuse Prevention Self-Assessment**

**MINNESOTA OFFICE OF PIPELINE SAFETY  
INTRASTATE ANTI-DRUG and ALCOHOL MISUSE PREVENTION  
SELF-ASSESSMENT FORM**

Date: \_\_\_\_\_

Operator's IOCS ID: \_\_\_\_\_  
(To be filled in by MnOPS)

Inspection Unit's IOCS ID: \_\_\_\_\_  
(To be filled in by MnOPS)

Operator's Name: \_\_\_\_\_

Name/Title of Person Responsible for Completing This Form: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Telephone No.: (\_\_\_\_\_) \_\_\_\_\_

Type of Facility      \_\_\_\_\_ Gas Transmission      \_\_\_\_\_ Hazardous Liquid Pipeline  
                                 \_\_\_\_\_ Gas Distribution      \_\_\_\_\_ Liquefied Natural Gas

Anti-Drug and Alcohol Misuse Plan/Policy Developed by: \_\_\_\_\_  
(Name of individual or company)

Anti-Drug and Alcohol Misuse Testing Program Administered by: \_\_\_\_\_  
(Name of individual or company)

Contractor's Records Maintained by: \_\_\_\_\_  
(Name of individual or company)

Specimen Collection Conducted by: \_\_\_\_\_  
(Name of individual or company)

Breath Alcohol Test Conducted by: \_\_\_\_\_  
(Name of individual or company)

*I, the undersigned, certify that the information provided on this Minnesota Office of Pipeline Safety, Anti-Drug and Alcohol Misuse Prevention Self-Assessment Form is, to the best of my knowledge and belief, true, correct, and complete.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Title

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number

**NOTE:** If any question on the following self-assessment form is answered by other than a "YES" response, please identify the question and explain in the "COMMENTS" area at the bottom of the page, or attach an additional sheet.

**MINNESOTA OFFICE OF PIPELINE SAFETY  
INTRASTATE ANTI-DRUG and ALCOHOL MISUSE PREVENTION  
SELF-ASSESSMENT FORM**

<b>§§199.1, 199.200 and §40.1</b>	<b>COMPLIANCE</b>
1. Is your company continuing to comply with the drug and alcohol testing regulations as required under 49 CFR Parts 199 and 40?	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b>
<b>§§199.7 and 199.202</b>	<b>COMPLIANCE</b>
1. Is your company continuing to maintain written anti-drug and alcohol misuse prevention plans?	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b>
2. Have there been any significant changes to the policy/plans? <i>Please provide MnOPS with a copy of any changes.</i>	<input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/> <b>N/A</b>
<b>PLEASE PROVIDE THE NAME, ADDRESS AND PHONE NUMBER OF THE FOLLOWING:</b> <i>USE AN ADDITIONAL SHEET OF PAPER IF NECESSARY.</i>	
<b>§§199.7, 199.11 and §40.33                      MEDICAL REVIEW OFFICER(s)</b>	
Name: _____ Phone Number: (____) _____	
Address: _____	
_____	
_____	
<b>§199.243    SUBSTANCE ABUSE PROFESSIONAL(s)</b>	
Name: _____ Phone Number: (____) _____	
Address: _____	
_____	
_____	
<b>§199.13 and §§40.25, 40.29 and 40.39                      DRUG TESTING LABORATORY(s)</b>	
Name: _____ Phone Number: (____) _____	
Address: _____	
_____	
_____	
<b>§§199.19 and 199.243    EMPLOYEE ASSISTANCE PROGRAM(s)</b>	
Name: _____ Phone Number: (____) _____	
Address: _____	
_____	
_____	

**COMMENTS**

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<b>§§199.21 and 199.245</b>	<b>COMPLIANCE</b>
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**MINNESOTA OFFICE OF PIPELINE SAFETY  
INTRASTATE ANTI-DRUG and ALCOHOL MISUSE PREVENTION  
SELF-ASSESSMENT FORM**

1. Does your company monitor those contractors and subcontractors who perform functions covered by the drug/alcohol plan?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. Has the method of contractor monitoring changed? <i>If so, please specify what changes were made.</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
<b>§§199.23 and 199.227</b>	<b>COMPLIANCE</b>
1. Are all drug/alcohol records maintained in a secure location?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. By Whom: Operator/Service Provider/Contractor Name: _____ Phone Number: (____) _____	
<b>§§199.25 and 199.229</b>	<b>COMPLIANCE</b>
1. Has your company maintained the necessary MIS data sheets?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. Who maintains the data? Name: _____ Phone Number: (____) _____	
<b>§§40.51 and 40.93</b>	
1. Who supplies your company's trained Breath Alcohol Technicians and Screening Test Technicians? <i>(Use an additional sheet of paper if necessary.)</i> Service Provider's: Name: _____ Phone Number: (____) _____	
<b>§§40.53 and 40.91</b>	<b>COMPLIANCE</b>
1. Does your company only use devices listed on the Conforming Products List?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. Please provide the name, model and serial number of the device(s) used. Name: _____ Model: _____ Serial No.: _____	

**COMMENTS**

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**SECTION INITIALLY LEFT BLANK FOR UPDATES/CHANGES IN CODES**

## **APPENDIX B**

### **Operator Qualification for Contractor Covered Tasks**

# OPERATOR QUALIFICATIONS

rev 2-25-2016

## Contractor Covered Tasks (noted by "X")

CT Summary No.		CT Summary Title
	X	Abnormal Operating Conditions
0101	X	Characteristics of Natural Gas
0401		Corrosion Monitoring--Atmospheric, External, and Internal
0402		Coating Maintenance
0402b		New Coating
0501		Anode System Maintenance
0503		Cathodic Protection System--Electrical Connections
0511		Soil Resistivity Testing
0512		Pipe-to-Soil Testing
0701		Locating, Installing, Protecting Customer Meters and Regulators
0702		Customer Pressure Regulating, Limiting, and Relief Devices
0801	X	Locating Pipeline
0802	X	Protection During Disturbance of Segment Support
0803	X	Inspection for Damage
0901		System Patrolling
1002	X	Plastic Pipe--Electrofusion Couplings
1003	X	Plastic Pipe--Butt Heat Fusion
1004	X	Plastic Pipe--Sidewall Heat Fusion
1005		Mechanical Joints
1006	X	Plastic Pipe--Socket Heat Fusion
1201		Leakage Survey--Walking and Mobile
1202		Outside Gas leakage Investigation, Pinpointing and Grading
1203		Inside Gas Leakage Investigation
1301	X	Leak and Strength Test--Service Lines, Mains, Transmission Lines
1401		Abandonment or Deactivation of Facilities
1402	X	Backfilling
1404	X	Casting Vents and Seals
1405	X	Underground Clearances
1408	X	Installation of Plastic Pipe
1409		Installation of Steel Pipe
1410	X	Cover Service Lines, Mains, Transmission Lines
1411		Inspection

CT Summary No.		CT Summary Title
1413		Line Markers
1414	X	Pipeline Shutdown, Startup, or Pressure Change
1415	X	Protection from Hazards
1417	X	Protection When Minimum Cover Not Met
1418	X	Purging
1421		Installation of Steel Pipe--Repair of Imperfections and Damages
1422	X	Segment Repair, Replacement, or Alteration Service, Main or Transmission
1424		Support and Anchor Maintenance
1426	X	Tapping Steel and Plastic Pipe
1427		Valve Maintenance
1432		Leak Clamps and Sleeves
1501		Odorization--Mains and Transmission Lines
1803		Pressure Regulating, Limiting, and Relief Device - O & M
2002	X	Connections to Main Piping
2010		Installing Service Lines
2011	X	Prevention of Accidental Ignition
2014		Service Lines Not in Use and Service Disconnections
2301		Upgrading Steel Pipelines to a Pressure that will Produce a Hoop Stress 30% or More of SMYS
2302		Upgrading Pipelines to a Pressure that will Produce a Hoop Stress Less than 30% SMYS
2401		Welding Process
2402		Visual Inspection of Welds
2403		Nondestructive Testing of Welds
2405		Miter Joints
2705		Gas Control Remote