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**PART I - GENERAL CONDITIONS**  
**Section 1.**

**DEFINITIONS AND ABBREVIATIONS**

**1.1. DEFINITIONS**

Wherever used in the Contract Documents on City Projects or in these Specifications, the following terms shall have the meanings indicated which shall be applicable to both the singular and plural thereof;

**Addendum** - Written or graphic instruments issued prior to the execution of the Contract which modify or interpret the Contract Documents, drawings and specifications, by additions, deletions, clarifications or corrections.

**Bid Documents** - The part of the Contract Documents which advise and instruct prospective Bidders of the Work and forms to be submitted that insure their consideration for award of contract, consisting of Advertisement for Bids, Information for Bidders, Special Conditions, Addendum, Bid Bond, Bid Proposal, Bid Schedule and Project Drawings.

**Bid Proposal** - The offer or proposal of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.

**Bid Schedule** - That part of the Bid Proposal which lists the items and the Owner's estimated quantities of the Work for which the Bidder agrees to perform, as required by the Contract Documents, for payment at the lump sum or unit price he has caused to be inserted therein.

**Bidder** - Any individual, partnership, corporation, company, or other legal entity submitting a Bid Proposal for the Work.

**Bonds** - Bid or Performance and Payment Bond, and other instruments of security, furnished by the Contractor and his surety in accordance with the Contract Documents.

**Calendar Day** - A mean solar day of 24 hours, beginning at a mean midnight within a specified time zone and on a specific day of the year.

**Change Order** - A written order to the Contractor authorizing an addition, deletion or revision in the Work within the general scope of the Contract Documents, or authorizing an adjustment in the Contract Price or Contract Time.

**Claim** - A demand by either party to the Contract for something due or believed to be due from the other, attributed to the performance of the Work required by the Contract Documents which is open to challenge.

**Construction Contract** - A part of the Contract Documents, signed by the Owner and the Contractor, representing the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral, including the Bid Documents. The Contract may be amended or modified only by a Change Order.

**Contractor** - An individual, partnership, corporation, company, or other legal entity who has executed the Contract and in so doing is responsible to the Owner for the performance of the Work in accordance with the Contract Documents.

**Contract Documents** - The Contract in its entirety, which includes Advertisement for Bids, Information for Bidders, Special Conditions, Addendum, Bid Bond, Bid Proposal, Bid Schedule, Project Drawings, Notice of Award, Construction Contract, Performance and Payment Bond, Notice to Proceed, General Conditions, Change Order, Method of Measurement and Payment, and the City of Arvada "Engineering Code of Standards and Specifications for the Design and Construction of Public Improvements."

**Contract Price** - The total monies payable to the Contractor under the terms and conditions of the Contract Documents.

**Contract Time** - The number of consecutive calendar days stated in the Contract Documents for the completion of Work, including Saturdays, Sundays and Holidays, commencing in accordance with the Notice to Proceed.

**Drawings** - The part of the Contract Documents which shows the characteristics and scope of the Work to be performed and which have been prepared or approved by the Engineer.

**Engineer** - The City Engineer or his authorized representative, firm or corporation appointed or retained by the Owner and named as such in the Contract Documents.

**Extra Work** - Additional labor, material, equipment or incidentals required to complete the Work within the general scope of the Contract Documents, but not therein provided for, authorized by the Engineer in the form of a Change Order.

**Field Order** - A written order effecting a change in the Work not involving an adjustment in the Contract Price or an extension of the Contract Time, issued by the Engineer to the Contractor during construction.

**Inspector** - A technical agent, firm or corporation appointed or retained by the Owner and acting under the direction of the Engineer, to insure the Work is performed in accordance with the Contract Documents.

**Laboratory** - A testing facility, belonging to or designated by the Owner, to investigate, test, report and assure the quality of materials and equipment being incorporated in the Work conforms to that specified in the Contract Documents.

**Liquidated Damages** - The amount of United States currency stated in the Bid Proposal which the Contractor agrees to pay the Owner for his failure to complete the Work in accordance with the Contract Documents, within the Contract Time.

**Major Item** - Any item or unit of the Work, required by the Contract Documents, having a monetary value of 8% or more of the total Contract Price.

**Measurement and Payment** - A part of the Contract Documents briefly outlining the items of work, specified in the Bid Proposal, and the method to be used to determine the quantity to be paid for after installation and acceptance.

**Modifications** - A change in the requirements of the City of Arvada "Engineering Code of Standards and Specifications for the Design and Construction of Public Improvements" as specified in the Special Conditions or by Addendum to the Bid Documents; or a change to the Contract accomplished through Change Order, a Written Notice or a Field Order from the Engineer or Owner.

**Notice of Award** - The Written Notice of the acceptance of the Bid Proposal from the Owner to the successful Bidder.

**Notice to Proceed** - Written Notice issued by the Owner to the Contractor authorizing him to proceed with the Work and establishing the dates of commencement and completion of the Work.

**Owner** - The City of Arvada, Colorado, a municipal corporation acting through its Mayor and City Council, for whom the Work is to be performed.

**Project** - The total construction of the Work, designed by the Engineer, of which the Work performed under the Contract Documents may be the whole or a part.

**Project Engineer** - The authorized representative of the Engineer and Owner who is assigned to the project site or any part thereof.

**Proposal** - See Bid Proposal.

**Shop Drawings** - All drawings, diagrams, illustrations, brochures, schedules and other data which are prepared by the Contractor, a Subcontractor, manufacturer, supplier or distributor, which illustrate how specific portions of the Work shall be fabricated or installed.

**Special Conditions** - A part of the Bid Documents on City Projects, covering conditions peculiar to the Work on the Project, which modify and take precedence over the City of Arvada "Engineering Code of Standards and Specifications for the Design and Construction of Public Improvements."

**Specifications** - A part of the Contract Documents consisting of the Special Conditions and City of Arvada "Engineering Code of Standards and Specifications for the Design and Construction of Public Improvements", which are written descriptions of a technical nature describing nature of materials, equipment, construction systems, standards and workmanship.

**Engineering Code of Standards and Specifications for the Design and Construction of Public Improvements** - The General Specifications contained in the Contract Documents.

**Subcontractor** - An individual, partnership or corporation having a direct contract with the Contractor or with any other Subcontractor for the performance of a part of the Work at the site.

**Substantial Completion** - That date as certified by the Engineer when the construction of the Project or as specified part thereof is sufficiently completed, in accordance with the Contract Documents, so that the Project or specified part can be utilized for the purposes for which it is intended.

**Supplemental Agreement** - A negotiated agreement constituting a modification of the original Contract Documents and covering the performance of Work beyond its general scope.

**Supplemental General Conditions** - Modifications to the General Conditions required by a Federal Agency for participation in the project and approved by the agency in writing prior to inclusion in the Contract Documents.

**Suppliers** - Any person, supplier or organization who supplies materials or equipment for the Work, including that fabricated to a special design, but who does not perform labor at the site.

**Warranty Letter** - A Written Notice from the Engineer to the Contractor placing the project or a portion thereof under warranty for a period of two years from the date the project or a portion thereof was put in service, or from the start of the warranty period, whichever occurs first.

**Work** - The furnishing of all labor, material, equipment and incidentals necessary to produce the construction required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the project.

**Working Day** - Any day, exclusive of Saturdays, Sundays, and Holidays, on which weather and other conditions not under the control of the Contractor will permit construction operations to proceed, for a major part of the daylight hours, with the normal working force.

**Written Notice** - Any notice to any party of the Contract relative to any part of the Contract in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party at his last given address, or delivered in person to said party or his authorized representative on the Work.

## 1.2. ABBREVIATIONS

Whenever the following abbreviations are used in these Specifications, standard details or on construction plans, they are to be construed the same as the respective expressions represented.

AASHTO	American Association of State Highway & Transportation Officials
ACI	American Concrete Institute
ACPA	American Concrete Pipe Association
AGC	Associated General Contractors of America, Inc.
AIA	American Institute of Architects
AIEE	American Institute of Electrical Engineers
AISC	American Institute of Steel Construction
ANSI	American National Standards Institute
APA	American Plywood Association
APHA	American Public Health Association
APWA	American Public Works Association
ASCE	American Society of Civil Engineers
ASTM	American Society for Testing Materials
AWSC	American Welding Society Code
AWWA	American Water Works Association
CDOT	Colorado Department of Transportation
IEEE	Institute of Electrical and Electronic Engineers
NACE	National Association of Corrosion Engineers
NBS	National Bureau of Standards
NCPI	National Clay Pipe Institute
NEC	National Electric Code
NEMA	National Electrical Manufacturer's Association
NFPA	National Fire Protection Association
NIC	Not in Contract
SAE	Society of Automotive Engineers
UL	Underwriter's Laboratories, Inc.
USC&GS	United States Coast and Geodetic Survey
USGS	United States Geological Survey