

SECTION 1B – SAMPLE CONTRACT FORMS

BIDDERS LIST
(To be submitted prior to Notice of Award)

[illegible]

*GRS – Annual Gross Receipts
Enter 1 for less than \$1 million
Enter 2 for more than \$1 million, less than \$5 million
Enter 3 for more than \$5 million, less than \$10 million
Enter 4 for more than \$10 million, less than \$15 million
Enter 5 for more than \$15 million.
good faith effort

**CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
AIP #3-53-0089-047-2021**

**CERTIFICATION OF COMPLIANCE WITH WASHINGTON STATE
WAGE STATUTES**

(To be submitted by Apparent Low Bidder prior to Notice of Award)

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, that the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Bidder Name

Signature of Authorized Official*

Printed Name

Title

Date

**CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
AIP #3-53-0089-047-2021**

NOTICE OF AWARD

To: _____

Dated: _____

PROJECT DESCRIPTION: _____

The OWNER has considered the Bid submitted by you for the above-described Work in response to its Invitation for Bid dated _____, and Information for Bidders.

You are hereby notified that your Base Bid has been accepted for items in the amount of

_____ (\$ _____)

You are required by the Information for Bidders to fully execute the Agreement and furnish the required CONTRACTOR'S Performance Bond, Payment Bond and Certificates of Insurance within **fifteen (15)** calendar days from the date of this Notice to you, which is by _____.

If you fail to execute said Agreement and to furnish said Bonds within **fifteen (15)** calendar days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this ____ day of _____, 20____

OWNER

By: _____
Signature

Title: _____

ACCEPTANCE OF NOTICE OF AWARD

Receipt of the NOTICE OF AWARD is hereby acknowledged by Contractors Name, this ____ day of _____, 20____

CONTRACTOR

By: _____
Signature

Title: _____

**CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
AIP #3-53-0089-047-2021**

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance. The CONTRACTOR or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The CONTRACTOR shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONTRACTOR to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment. The prime CONTRACTOR agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than ten days from the receipt of each payment the prime contractor receives from the recipient. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the recipient. This clause applies to both DBE and non-DBE subcontractors.

Documentation. The following documentation shall be submitted as directed below:

- Bidders List (Form in Section 1B Sample Forms – *Submit prior to Notice of Award*)
- DBE Utilization Form - *Submit prior to Notice of Award*
- Letter of Intent for DBE Participation – *Submit prior to Notice of Award*

The owner has a DBE Race Neutral Goal of 4.59% in compliance with 49 CRF Part 26 Program. The CONTRACTOR is directed to provide their Intent For DBE Participation.

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DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

___ The bidder/offeror is committed to a minimum of ___% DBE utilization on this contract.

___ The bidder/offeror (if unable to meet the DBE goal of ___%) is committed to a minimum of ___% DBE utilization on this contract and should submit documentation demonstrating good faith efforts.

Name of bidder/offeror's firm: _____

State Registration No. _____

By _____

**CITY OF YAKIMA
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East GA Apron Rehabilitation
AIP #3-53-0089-047-2021**

LETTER OF INTENT FOR DBE PARTICIPATION
(TO BE SUBMITTED PRIOR TO NOTICE OF AWARD)

Name of Bidder's Firm: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

Name of DBE Firm: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

State Certification Number: _____

Description of work to be performed by DBE firm:

Bidder intends to utilize the above-named Disadvantaged firm for the work described above. The estimated amount of work is valued at \$ _____. If the above-named bidder is not determined to be the successful bidder, the Letter of Intent shall be null and void.

Name of DBE Firm: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

State Certification Number: _____

Description of work to be performed by DBE firm:

Bidder intends to utilize the above-named Disadvantaged firm for the work described above. The estimated amount of work is valued at \$ _____. If the above-named bidder is not determined to be the successful bidder, the Letter of Intent shall be null and void.

NOTE: Use additional sheets if needed.

CITY OF YAKIMA
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CONTRACT FORM

THIS AGREEMENT, made the _____ day of _____, 20__, by and between, _____ hereinafter called the "CONTRACTOR," and the _____ hereinafter called the "OWNER".

WITNESSETH: That the CONTRACTOR and the OWNER, for the consideration hereinafter named, agree as follows:

ARTICLE 1: SCOPE OF WORK: The CONTRACTOR shall furnish all labor, tools, materials, equipment and supplies required for the _____ in accordance with the Contract Documents, plans and specifications for AIP No. _____. The approximate quantities of work are shown in the Bid Proposal bound in this document.

ARTICLE 2: TIME OF COMPLETION: The work to be performed under this Contract shall be commenced on the date specified in the Notice to Proceed, and shall be completed within _____ Working Days. The CONTRACTOR agrees to pay, as liquidated damages, the following sums:

_____ (\$ _____)

for each consecutive Working day thereafter, the work remains uncompleted. The time for completion shall include the time necessary to order and procure materials. The CONTRACTOR may not begin actual field installation of work until he can demonstrate that all materials are available and weather conditions will allow completion of any work such as pavement repairs. The intent is to reduce the impact to airport operations and field engineering time. The CONTRACTOR shall present a project schedule prior to field installations, to ensure progressive completion.

ARTICLE 3: THE CONTRACT SUM: The OWNER shall pay the CONTRACTOR for the performance of the Contract, subject to additions and deductions provided therein, in current funds an amount equal to the estimated total bid, including tax, as provided in the Bid Schedule of Items and Prices, as follows:

_____ (\$ _____)

ARTICLE 4: PARTIAL PAYMENT: The OWNER will make payment on account to the CONTRACTOR as provided therein, as follows:

Within 30 calendar days of the end of the previous month in which work was completed, one hundred percent (100%) of the value, based on the contract price, of labor incorporated in the work as estimated by the ENGINEER, less the aggregate of previous payments, will be due the CONTRACTOR.

Partial payments to the Contractor will not be made until approved Intent to Pay Prevailing wages have been filed and approved. Partial Payments will not be made if there are any outstanding Certified Payrolls or No Work Performed Notices (NWP). Payrolls and NWP are required to be submitted to the Engineer within 10 days of Payroll. Affidavits

The Contractor shall provide the completed Certification of Payment (included in these contract documents) to the Engineer verifying all subcontractors been paid within the required time. The Certification shall be submitted within 15 days. No partial payment will be made to the Contractor until this certification is received.

ARTICLE 5: ACCEPTANCE AND FINAL PAYMENT: Upon due notice from the CONTRACTOR of presumptive completion of the entire project, the ENGINEER and OWNER will make an inspection. If all construction provided for and contemplated by the contract is found to be completed in accordance with the contract, plans, and specifications, such inspection shall constitute the final inspection. The ENGINEER shall notify the CONTRACTOR in writing of physical or substantial completion as of the date of the final inspection.

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CONTRACT FORM (Continued)

Prior to Project Acceptance and preparation of necessary State Notices, the CONTRACTOR shall submit evidence, satisfactory to the ENGINEER, that all Intents and Affidavits, payrolls, material bills, taxes and other indebtedness connected with the work have been submitted, filed and/or paid.

The entire balance found to be due the CONTRACTOR, including the retained percentage shall be paid to the CONTRACTOR within thirty (30) days after all Washington State Clearances have been received by the Owner or the date of acceptance by the OWNER.

The making and acceptance of the final payment shall constitute a waiver of all claims by the OWNER, other than those arising from unsettled liens, from faulty work appearing after final payment, or from requirements of the specifications, and of all claims by the CONTRACTOR, except those previously made and still unsettled.

If, after the work has been substantially completed, full completion thereof is materially delayed through no fault of the CONTRACTOR, and the ENGINEER so confirms, the OWNER shall, upon a verification of the ENGINEER, and without terminating the contract, make full payment of the balance due for that portion of the work fully completed and accepted. Such payment shall be made under the terms and conditions governing partial acceptance, except that it shall not constitute a waiver of claims.

ARTICLE 6: THE CONTRACT DOCUMENTS: The Invitation for Bid, Information for Bidders, Bid Proposal, FAA General Provisions, Federal Contract Clauses, Specifications for Construction, Additional Special Provisions, Appendices, and Plans, together with this Agreement, form the Contract, and they are as fully a part thereof and hereof as if hereto attached or herein repeated.

All workers shall be paid the higher of the State or Federal Prevailing Wage Rate. The CONTRACTOR and all subcontractors will submit Intent to Pay Prevailing Wages and an Affidavit of Wages Paid, at appropriate times. The Federal Wage Determination(s) and the State Prevailing Wage Rates are included with this contract in Sections 5 and 6. It is the responsibility of the CONTRACTOR and all subcontractors to verify and ascertain that all worker classifications required for this project are included in Federal and State Wage rates prior to bid. The Contractor further agrees that they will notify the Engineer immediately of any missing classifications. The Contractor is responsible for any additional wages as the result of any Wage Conformance undertaken.

ARTICLE 7: FEDERAL CONTRACT CLAUSES: The CONTRACTOR agrees by signing this contract, to certify and comply with all Federal regulations, clauses and certifications stipulated within these contract documents.

49 CFR Part 26 provides that each contract the OWNER enters into with a CONTRACTOR (and each subcontract the contractor signs with a subcontractor) shall include the following assurance:

“The CONTRACTOR and its subcontractors shall not discriminate on the basis of race color, national origin, or sex in the performance of this contract. The CONTRACTOR shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of Department of Transportation (DOT) assisted contracts. Failure by the CONTRACTOR to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate”

ARTICLE 8: QUANTITIES AND ADDITIONAL WORK: The OWNER reserves the right to increase or decrease any quantities shown in the Bid Schedule, and the CONTRACTOR agrees to perform additional work at the unit price bid for all increases, or deduct for any decreases in the unit price bid.

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YAKIMA AIR TERMINAL, MCALLISTER FIELD
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CONTRACT FORM (Continued)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CONTRACTOR

OWNER

CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
AIP #3-53-0089-047-2021

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: that

(Name of CONTRACTOR)

(Address of CONTRACTOR)

_____, hereinafter called
(Individual, Partnership, or Corporation)

Principal, and _____
(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto the _____ hereinafter called the OWNER, in the penal sum of _____ Dollars (\$ _____) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the principal entered into a certain Agreement with the OWNER, dated the ____ day of _____, 20__ a copy of which is bound herein attached and made a part hereof for the construction of: _____.

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertaking, covenants, terms, conditions, and agreements of said Agreement during the original term thereof, and any extensions thereof which may be granted by the OWNER, with or without notice to the Surety and during the one (1) year guaranty period, and if he shall satisfy all claims and demands incurred under such contract, and shall fully indemnify and save harmless the OWNER from all costs and damages that it may suffer by reason of failure to do so, and shall reimburse and repay the OWNER all outlay and expense that the OWNER may incur in making good any default, this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED FURTHER, that the said Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the Work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligation on this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the Work or to the Specifications.

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PERFORMANCE BOND (Continued)

PROVIDED FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in three (3) parts, each of which shall be deemed an original, this day of _____, 20__.

ATTEST:

Contractor

Principal

(Principal) Secretary

By: _____
Signature

Street or P.O. Box

(SEAL)

City, State and Zip Code

Witness as to Principal

Street or P.O. Box

City, State and Zip Code

ATTEST:

Surety

(Surety) Secretary

By: _____
Signature

Street or P.O. Box

(SEAL)

City, State and Zip Code

Witness as to Surety

Street or P.O. Box

City, State and Zip Code

NOTE:

1. Date of Payment Bond must not be prior to the date of the Agreement. (If the CONTRACTOR is a Partnership, all partners should execute the Bond.)
2. The Rate of premium of the Bond shall be stated together with the total amount of the premium charged.
3. The current power of attorney of the person who signs for any surety company shall be attached to the bond.

Bond Premium \$ _____

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PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: that

(Name of CONTRACTOR)

(Address of CONTRACTOR)

_____, hereinafter called
(Individual, Partnership, or Corporation)

Principal, and _____
(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto the _____ hereinafter called the OWNER, in the penal sum of _____ Dollars (\$ _____) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors and assigns, jointly and severally, firmly by these presents.

This bond is executed in pursuance of Chapter 39.08, Revised Code of Washington.

THE CONDITION OF THIS OBLIGATION is such that whereas, the principal entered into a certain Agreement with the OWNER, dated the ____ day of _____, 20____, a copy of which is bound herein and made a part hereof for the construction of:

NOW, THEREFORE, if the Principal shall promptly make payment to all persons, firms, Subcontractors, and corporations furnishing materials for or performing labor in the prosecution of the Work provided for in such Agreement, and any authorized extension or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used in connection with the construction of such Work, and all insurance premiums on said Work, and for all labor performed in such Work whether by Subcontractor or otherwise, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED FURTHER, that the said Surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to the Work to be performed thereunder or the Specifications accompanying the same shall in any way affect its obligation to this Bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the Work or to the Specifications.

PROVIDED FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

CITY OF YAKIMA
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PAYMENT BOND (Continued)

IN WITNESS WHEREOF, this instrument is executed in three (3) parts, each of which shall be deemed an original, this the ____ day of _____, 20__.

Contractor

ATTEST:

Principal

(Principal) Secretary

By: _____
Signature

Street or P.O. Box

(SEAL)

City, State and Zip Code

Witness as to Principal

Street or P.O. Box

City, State and Zip Code

ATTEST:

Surety

(Surety) Secretary

By: _____
Signature

Street or P.O. Box

(SEAL)

City, State and Zip Code

Witness as to Surety

Street or P.O. Box

City, State and Zip Code

NOTES:

1. Date of Payment Bond must not be prior to the date of the Agreement. (If the CONTRACTOR is a Partnership, all partners should execute the Bond.)
2. The Rate of premium of the Bond shall be stated together with the total amount of the premium charged.
3. The current power of attorney of the person who signs for any surety company shall be attached to the bond.

Bond Premium \$ _____

NOTICE TO PROCEED

Date: _____

You are hereby notified that the Contract Time for construction of the above Project will commence to run on the ____ day of _____, 20____. On that date, you are to start performing the Work and your other obligations under the Contract Documents. The date of Substantial Completion shall be no later than Date .

OWNER

By: _____
Signature

Name: _____

Title: _____

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby acknowledged by Contractors Name this _____ day of _____, 20____.

CONTRACTOR

By: _____
Signature

Name: _____

Title: _____

**CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
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SAFETY PLAN COMPLIANCE DOCUMENT CERTIFICATION

To: _____

Date: _____

The CONTRACTOR hereby certifies that it has read and understands the operational safety requirements of the Construction Safety Phasing Plan (CSPP) and asserts that it will not deviate from the approved CSPP and Safety Plan Compliance Document (SPCD) unless written approval is granted by the OWNER. The CONTRACTOR further acknowledges that any construction practice proposed by the CONTRACTOR that does not conform to the CSPP and SPCD may impact the airport's operational safety and will require a revision to the CSPP and SPCD and coordination with the OWNER and the FAA in advance.

CONTRACTOR

By: _____
Signature

Name: _____

Title: _____

APPROVAL OF SAFETY PLAN COMPLIANCE DOCUMENT

Receipt of the Safety Plan Compliance Document is hereby acknowledged and the contents of said documents are approved by _____. This ____ day of _____, 20____.

OWNER

By: _____
Signature

Name: _____

Title: _____

CITY OF YAKIMA
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**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations may be obtained by contacting the person to which this proposal is submitted.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Business Name _____

Date _____ By _____
Name and Title of Authorized Representative

Signature of Authorized Representative

CITY OF YAKIMA
YAKIMA AIR TERMINAL, MCALLISTER FIELD
East GA Apron Rehabilitation
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INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations (13CFR Part 145).
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not aware it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**CITY OF YAKIMA
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BIDDER'S STATEMENT ON PREVIOUS CONTRACTS
SUBJECT TO EEO CLAUSE

If the Bidder (Proposer) has participated in a previous contract subject to the nondiscrimination clause and has not submitted compliance reports as required by applicable instructions, the Bidder (Proposer) shall prepare and maintain on file the Standard Form 100 (attached) indicating current compliance.

CITY OF YAKIMA
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- Joint Reporting Committee
- Equal Employment Opportunity Commission
- Office of Federal Contract Compliance Programs (Labor)

EQUAL EMPLOYMENT OPPORTUNITY

EMPLOYER INFORMATION REPORT EEO-1

Standard Form 100
REV. 01/2008

O.M.B. No. 3048-0007
FORM APPROVAL: www.reginfo.gov/public/do/PRAMain
100-214

Section A—TYPE OF REPORT					
Refer to instructions for number and types of reports to be filed.					
1. Indicate by marking in the appropriate box the type of reporting unit for which this copy of the form is submitted (MARK ONLY ONE BOX).					
(1) <input type="checkbox"/> Single-establishment Employer Report		Multi-establishment Employer: (2) <input type="checkbox"/> Consolidated Report (Required) (3) <input type="checkbox"/> Headquarters Unit Report (Required) (4) <input type="checkbox"/> Individual Establishment Report (submit one for each establishment with 50 or more employees) (5) <input type="checkbox"/> Special Report			
2. Total number of reports being filed by this Company (Answer on Consolidated Report only) _____					
Section B—COMPANY IDENTIFICATION (To be answered by all employers)					OFFICE USE ONLY
1. Parent Company					
a. Name of parent company (owns or controls establishment in item 2) omit if same as label					a.
Address (Number and street)					b.
City or town		State	ZIP code		c.
2. Establishment for which this report is filed. (Omit if same as label)					
a. Name of establishment					d.
Address (Number and street)		City or Town	County	State	ZIP code
					e.
b. Employer identification No. (IRS 9-DIGIT TAX NUMBER)					f.
c. Was an EEO-1 report filed for this establishment last year? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Section C—EMPLOYERS WHO ARE REQUIRED TO FILE (To be answered by all employers)					
<input type="checkbox"/> Yes <input type="checkbox"/> No 1. Does the entire company have at least 100 employees in the payroll period for which you are reporting?					
<input type="checkbox"/> Yes <input type="checkbox"/> No 2. Is your company affiliated through common ownership and/or centralized management with other entities in an enterprise with a total employment of 100 or more?					
<input type="checkbox"/> Yes <input type="checkbox"/> No 3. Does the company or any of its establishments (a) have 50 or more employees AND (b) is not exempt as provided by 41 CFR 60-1.5, AND either (1) is a prime government contractor or first-tier subcontractor, and has a contract, subcontract, or purchase order amounting to \$50,000 or more, or (2) serves as a depository of Government funds in any amount or is a financial institution which is an issuing and paying agent for U.S. Savings Bonds and Savings Notes?					
If the response to question C-3 is yes, please enter your Dun and Bradstreet identification number (if you have one): <input type="text"/>					

NOTE: If the answer is yes to questions 1, 2, or 3, complete the entire form, otherwise skip to Section G.

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Section D - EMPLOYMENT DATA

Employment at this establishment - Report all permanent full- and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.

Job Categories	Number of Employees (Report employees in only one category)														Total Col A - N
	Race/Ethnicity														
	Hispanic or Latino				Not-Hispanic or Latino										
	Male				Female				Male				Female		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level Officials and Managers	1.1														
First/Mid-Level Officials and Managers	1.2														
Professionals	2														
Technicians	3														
Sales Workers	4														
Administrative Support Workers	5														
Craft Workers	6														
Operatives	7														
Laborers and Helpers	8														
Service Workers	9														
TOTAL	10														
PREVIOUS YEAR TOTAL	11														

1. Date(s) of payroll period used: _____ (Omit on the Consolidated Report.)

Section E - ESTABLISHMENT INFORMATION (Omit on the Consolidated Report.)

1. What is the major activity of this establishment? (Be specific, i.e., manufacturing steel castings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity)

Section F - REMARKS

Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information.

Section G - CERTIFICATION

Check 1 ☐ All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)

2 ☐ This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official

Title

Signature

Date

Name of person to contact regarding this report

Title

Address (Number and Street)

City and State

Zip Code

Telephone No. (including Area Code and Extension)

Email Address

All reports and information obtained from individual reports will be kept confidential as required by Section 709(c) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S. CODE, TITLE 18, SECTION 1001

CITY OF YAKIMA
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NON-TRAFFICKING CERTIFICATION
(TO BE SUBMITTED PRIOR TO NOTICE OF AWARD)

Trafficking in persons:

A. Provisions applicable to a recipient that is a private entity.

1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not –
 - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - ii. Procure a commercial sex act during the period of time that the award is in effect; or
 - iii. Use forced labor in the performance of the award of subawards under the award.

Certification:

I, _____, being _____ (title) of
_____, hereby certify that the information as stated above is true and complete
to the best of my knowledge and belief and the above mentioned statement will be provided in writing to all subcontractors
hired for the above mentioned job.

Signature

Date

Name and Title

Contractor

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PROMPT PAYMENT CERTIFICATION

In accordance with Section 90-06 Partial Payment of the General Provisions and 49 CFR § 26.29 in the Federal Clauses the Contractor is required to pay all subcontractors for work performed no later than 10 days after the Contractor has received a partial or full payment.

The Contractor is required to submit this Certification to the Engineer within 15 calendar days after payment by Sponsor.

Failure to submit this form and provide prompt payment in accordance with the contract may result in the Engineer withholding payment and/or suspending the work. This certification is applicable to all contractors with subcontract agreements on the project (any tier) and associated project specific locations (subcontractors and suppliers are to comply with the prompt payment requirements).

CERTIFICATION

"I certify that to the best of my knowledge and with the exception of those subcontractors or suppliers listed below, all subcontractors and suppliers have been paid in accordance with the contract (10 days after receiving payment for the work performed by the subcontractor) and that any retainage held on a subcontractor or supplier's work has been released within 30 days after satisfactory completion of all of the subcontractors' or suppliers' work."

Project Name:

Contractor

Estimate Period (Month/Year):

The following firms have been paid as follows:

Firm Name	Date Paid	Check or EFT #	Amount Paid

The following firms have requested payment but have not been paid for the reasons listed:

Firm	Reason for Non-Payment	Date Firm notified of non-payment

Name

Signature

Date

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NO WORK PERFORMED

I hereby certify by my signature below that no employee worked on the construction of the project indicated below for the period noted below:

Project Name: _____

Payroll No.:

For the period:

to

Contractor Name:

Contact Phone Number:

Authorized Signature:

Date

Printed/Typed Name:

Title

** Note: The person signing this form must be the individual authorized to sign payroll documents and have been appointed as such by an authorized officer of a corporation, by a member of a partnership, or by the sole proprietor of the contractor or subcontractor.*

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REQUEST FOR INFORMATION

CLIENT NAME – AIRPORT NAME

AIP # _____

Project Name _____

Email request to _____

RFI #

Contractor: _____ Subcontractor: _____

Drawing(s) Affected: _____ Specification Section: _____

Description of Request –

Requestor's Name: _____ Phone: _____ Date: _____

Cost Impact: Yes ☐

No ☐

If yes estimated Cost:

Schedule Impact: Yes ☐

No ☐

If yes estimated Impact to Schedule: _____

Response:

Name of Dispositioner: _____ Date: _____

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SUBMITTAL TRANSMITTAL



DATE SUBMITTED: _____	PROJECT: _____
SUBMITTAL NO.: _____	PROJECT NO.: _____
SPEC SECTION: _____	SUBMITTED BY: _____
DESCRIPTION : _____	
PAGES: _____	

SUBMITTAL TYPE:	<input type="checkbox"/> SHOP DRAWING	<input type="checkbox"/> SAMPLE	<input type="checkbox"/> INFORMATION
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ITEMS SUBMITTED	RELATED SPEC PARA./ DWG #

1. REVIEWED	4. FURNISH AS CORRECTED
2. REJECTED	5. REVISE AND RESUBMIT
3. SUBMIT SPECIFIC ITEM	

REVIEW COMMENTS	RELATED SPEC PARA./ DWG #

This review is only for general conformance with the design concept of the project and general compliance with the information given in the Contract Documents. Corrections or comments made on the shop drawings during this review do not relieve contractor from compliance with the requirements of the plans and specifications. Approval of a specific item shall not include approval of an assembly of which the item is a component. Contractor is responsible for: dimensions to be confirmed and correlated at the jobsite; information that pertains solely to the fabrication processes or to the means, methods, techniques, sequences and the procedures of construction; coordination of his or her work with that of all other trades; and for performing all work in a safe and satisfactory manner.

J-U-B ENGINEERS, Inc.

Date:

By:

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LIEN AND CLAIMS RELEASE

_____ (Contractor, Address) hereby certifies that the work for the above project has been completed in accordance with the Contract Documents, and that all previous progress payments received from the Owner on account of work performed under the Contract referred to has been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with the work covered by prior requisitions for payment under said contract and that all materials and equipment covered by the final requisition for payment are free and clear of all liens, claims, security interests and encumbrances. All persons, firms, and partnerships who have furnished labor and or material to date on said project have been paid.

Contractor

Subscribed and sworn before me in the State (or Commonwealth) of _____, this day
of _____ 20____.

Notary Public

My Commission Expires

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WARRANTY OF CONSTRUCTION

_____ (Contractor, Address)
hereby guarantees that all labor and material furnished and work performed under the above Contract are in accordance with the contract drawings and specifications and authorized alterations and additions thereto, and that all of the work under the Contract is free from faulty materials and improper workmanship, and guaranteed against injury from proper and usual wear, and agreeing (and we do hereby so agree) that should any defect develop during the contract guarantee period, as hereinafter defined, due to improper materials, workmanship or arrangement, we will, upon written notice, replace or re-execute such defective work, together with any other work affected in making good such defects, at the convenience of, and without expense to the Owner.

The Contractor further warrants that all manufacturer's or other warranties on all materials and equipment furnished by Contractor shall run directly to or be specifically assigned to Owner on demand. The Contractor warrants that the installation of any and all materials and equipment shall be in strict accordance with manufacturer's requirements. In the event Owner seeks to enforce a claim based upon a manufacturer's warranty and should such manufacturer then fail to honor its warranty based, in whole or in part, on a claim of defective installation, Owner shall be entitled to enforce said warranty against Contractor in accordance with the terms of said warranty, except that a claim of defective installation shall not be a defense to any such warranty claim by Owner against Contractor.

The contract guarantee period shall be a period of one year from final acceptance, except in the cases of manufacturer's or other required extended warranties that extend for periods greater than one year from final acceptance, whereby the contract guarantee shall extend to match for the items that are so warranted.

Contractor

Subscribed and sworn before me in the State (or Commonwealth) of _____, this ____ day
of ____ 20__.

Notary Public

My Commission Expires

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CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT:

DATE OF ISSUANCE:

OWNER:

OWNER's Contract No.: ENGINEER's Contract No.:

CONTRACTOR: ENGINEER:

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

To
OWNER

And To
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

.....
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of the CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within of the above date of Substantial Completion.

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The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

RESPONSIBILITIES:

OWNER

CONTRACT
OR:

The following documents are attached to and made a part of this Certificate:

[For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents.]

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on _____

.....
J-U-B ENGINEERS, Inc.

ENGINEER

By:
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on _____, 20__

.....
CONTRACTOR

By:
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on _____, 20__

.....
OWNER

By:
(Authorized Signature)