



## Notice of Request for Qualifications (RFQ)

SOLICITATION NUMBER: 2018-024-RFQ

SERVICE: Construction Manager At Risk (CMAR) for Gateway Aviation Services Building Remodel

SOQ DUE DATE & TIME: May 3, 2018 by 2:00 pm (Arizona) time

MAILING/DELIVERY ADDRESS: Phoenix-Mesa Gateway Airport Authority  
Attn: Marian Whilden, Procurement Coordinator  
5835 S. Sossaman Road  
Mesa, AZ 85212

The Phoenix-Mesa Gateway Airport Authority (PMGAA) requests Statements of Qualifications (SOQ) from qualified contractors to provide Construction Manager At Risk Services for the Gateway Aviation Services Building Remodel project for the Phoenix-Mesa Gateway Airport (Gateway Airport) in Mesa, Arizona. This solicitation may be downloaded from our website at [www.gatewayairport.com](http://www.gatewayairport.com) under the Business | Procurement | Public Notices section. All submissions and Offeror conduct must comply with applicable PMGAA policies, rules and procedures. PMGAA may cancel this solicitation at any time for any legally permissible reason.

The PMGAA will accept Statements of Qualifications for the specified service until the time and date cited above. Statements of Qualifications must be submitted in a sealed envelope with the solicitation number and the consultant's name and address clearly indicated on the envelope. Submittals received on or before the correct time and date will be time stamped by a staff member and publicly recorded. Late submittals will not be considered. Additional instructions for preparing your SOQ are provided in the solicitation package. Requests for additional information or clarification of requirements must be in writing and submitted to:

Contact: Marian Whilden, Procurement Coordinator  
Telephone: (480) 988-7646  
Email: [mwhilden@gatewayairport.com](mailto:mwhilden@gatewayairport.com)

A pre-proposal meeting is scheduled for April 18, 2018 at 3:00 p.m. (Arizona time). The meeting will be held at the Airport Administration Building located at 5835 S. Sossaman Road, Mesa, AZ. Attendance is not mandatory but Offerors are encouraged to attend this meeting. Any questions outside of the pre-proposal meeting will require a written inquiry by the consultant and a written response from the PMGAA to all consultants.

Deadline for submitting questions to PMGAA is April 26, 2018. Responses to questions received will be issued in an addendum to the Request for Qualifications and posted at [www.gatewayairport.com](http://www.gatewayairport.com) in the Procurement section of the website. Offerors are responsible for checking the PMGAA website at [www.gatewayairport.com](http://www.gatewayairport.com), under the Business | Procurement | Public Notices section for any addendums that may be created for this solicitation and including issued addenda in its submitted proposal.

Direct contact with Airport Authority Board of Directors and/or Airport Authority representatives or staff other than as specified in this solicitation, on any subject related to this solicitation is expressly prohibited except with the prior knowledge and written permission of the procurement coordinator listed above. Unauthorized contact of any Airport Authority Board of Directors, and/or Airport Authority staff or representatives may be cause for rejection of qualifications.

Issue Date: April 5, 2018

## Request for Qualifications

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**Notice of Intent**  
**2018-024-RFQ, Construction Manager At Risk (CMAR) for the**  
**Gateway Aviation Services Remodel project**

**Please fax or email this page upon receipt of solicitation package**

**Fax: (480) 988-2315**

**Email: [mwhilden@gatewayairport.com](mailto:mwhilden@gatewayairport.com)**

This notice is to be completed by any Offeror who intends to submit a response to the Phoenix-Mesa Gateway Airport Authority (PMGAA) for the above titled solicitation. The submittal of this form in no way obligates an Offeror to provide any services or materials to the PMGAA.

Offeror Responsibilities:

- Offerors are responsible for checking the PMGAA website at [www.gatewayairport.com](http://www.gatewayairport.com) under the Business | Procurement | Public Notices section for any addendums that may be created for this solicitation.
- Offerors shall submit responses in accordance with requirements stated in the solicitation.
- Offerors may not submit responses to a solicitation via email or fax.

For any clarifications, please contact Marian Whilden, Procurement Coordinator, at (480) 988-7646 or e-mail: [mwhilden@gatewayairport.com](mailto:mwhilden@gatewayairport.com).

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

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

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Yes, I intend to respond to this solicitation**

If you are unable to respond on this item, kindly indicate your reason for “No Response” below and fax back.

**No, I do not intend to respond to this solicitation for the following reason(s):**

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

**How did you hear about this solicitation?** (Please circle or write in)

Arizona Business Gazette                      East Valley Tribune                      PMGAA Web Site                      Direct email  
Industry Association: \_\_\_\_\_                      Other: \_\_\_\_\_

## Section One - Offeror Information and Instructions

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### A. GENERAL INFORMATION ON SOLICITATION PROCESS

1. **Availability of Solicitation.** The solicitation package is available via the Internet at [www.gatewayairport.com](http://www.gatewayairport.com) under the Procurement tab.
2. **Addendums.** If the PMGAA deems it necessary to amend the solicitation, an Addendum will be prepared in writing and posted to the PMGAA website. Offerors are responsible for obtaining all addendums via the PMGAA website at [www.gatewayairport.com](http://www.gatewayairport.com) or by other means. Any Addendums issued by the PMGAA are to be included in the response, and will become a part of the contract. Offeror shall acknowledge receipt of an amendment by signing and returning the document by the specified due time and date.
3. **Familiarization with Requirements.** It is the Offeror's responsibility to examine the entire solicitation package and seek clarification of any requirement that may not be clear and to check all responses for accuracy before submitting a response. Negligence in preparing a submittal confers no right of withdrawal after due date and time. All submissions must comply with applicable PMGAA rules, regulations and policies.
4. **Cost of Submittal Preparation.** PMGAA shall not reimburse the cost of, nor pay any expenses related thereto, developing, presenting or providing any response to this solicitation.
5. **Inquiries.**
  - a. **Contact Person.** Any inquiry related to a solicitation, including any requests for or inquiries regarding standards referenced in the solicitation should be directed to the staff member listed on the cover page of the solicitation. The Offeror shall not contact or direct inquiries concerning this solicitation to any other PMGAA employee unless the solicitation specifically identifies additional person(s) as a contact.
  - b. **Submission of Inquiries.** All inquiries shall be submitted in writing and/or electronic mail and shall refer to the appropriate solicitation number, page and paragraph. PMGAA shall consider the relevancy of the inquiry but is not required to respond in writing.
  - c. **Timeliness.** Any inquiry or exception to the solicitation shall be submitted as soon as possible and should be submitted at least ten (10) days before the solicitation due date and time for review and determination by PMGAA. Failure to do so may result in the inquiry not being considered for an Addendum.
  - d. **Verbal Responses.** Oral interpretations or clarifications will be without legal effect. An Offeror shall not rely on verbal responses to inquiries. A verbal reply to an inquiry does not constitute a modification of the solicitation.
6. **Public Record.** All submittals in response to this solicitation shall become the property of PMGAA, shall not be returned to Offeror and shall become a matter of public record available for review subsequent to the contract award.
7. **Solicitation Results.** Results are not provided in response to telephone inquiries. A tabulation of responses received will remain on file at PMGAA, and a Notice of Intent to Award shall be posted to the web site.

8. **Debarment/Suspended.** By submitting a Statement of Qualifications, Offeror certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this solicitation by any Federal department or agency.
  
9. **Protest of Solicitation or Specifications (Before Bid Opening).**
  - a. Any interested person aggrieved in connection with the solicitation of a contract shall protest irregularities in the IFB, RFP, or RFQ within three business days from the date the protester knew or should have known of the basis for the protest and, in any case, at least five business days before opening bids or proposals.
  - b. All protests must be made in writing to the Purchasing Director. Each protest must state the specific factual and legal grounds on which the protest is based. The protester must also include with the protest all pertinent documents and all supporting evidence. PMGAA need not accept any protest that fails to comply with the requirements of this section. The protester's failure to timely protest specifications or other solicitation terms and conditions constitutes a waiver of the protest.
  - c. If a timely protest before bid opening is made, PMGAA may proceed with the solicitation or with the award of the contract unless the Purchasing Director determines in writing that the protest should be sustained or that an addendum addressing the protest should be issued.
  
10. **Protest of Award Recommendation.**
  - a. A protest made after the deadline for bids or proposals, including challenges to the evaluation committee, must be submitted in writing to the Purchasing Director.
  - b. A protest must be received by the Purchasing Director within five business days following public posting of PMGAA's award recommendation. The formal protest must contain the following information.
    - i. PMGAA's solicitation identification number and title.
    - ii. Name and address of the protester, the title or position of the person submitting the protest, and a statement that the protest has been authorized by the protester and the protest is made in good faith.
    - iii. A statement of all facts alleged and all rules, regulations, statutes, or constitutional provisions that entitles the protester to relief.
    - iv. All other information, documents, materials, legal authority, and evidence in support of the protest.
    - v. A statement indicating the precise relief sought by the protester.
  - c. The Purchasing Director will make a written decision on the protest within ten business days after it is received.
  - d. The Protester may appeal the Purchasing Director's decision to the Executive Director. Any appeal must be filed with the Executive Director within three business days after the protester receives the Purchasing Director's decision.
  - e. The Executive Director may hear the appeal or appoint an independent hearing officer to do so. If a hearing officer is appointed, the hearing officer shall conduct an informal hearing on the appeal within 10 business days from receipt of the appeal. The hearing officer shall promptly prepare an informal decision and recommendation on the appeal for the Executive Director's consideration. The hearing officer shall promptly serve the recommendation on the protester.

- f. Upon receipt of the hearing officer's recommendation, or if no hearing officer is appointed, the Executive Director shall decide any protest for a solicitation valued at less than \$50,000.

For solicitations valued less than \$50,000 or sustained protests, the Executive Director's decision is final. For solicitations valued over \$50,000 and the Executive Director is recommending denial of the protest, the Executive Director shall make a recommendation to the Board, and the Board shall make the final decision regarding award of the contract.

- g. Notice of the Board's final decision must be furnished to the protesting party, in writing, by the Purchasing Director.

11. **Special Conditions.** Wherever special conditions are written into the Special Conditions and Specifications (Section Two), which are in conflict with conditions stated in these Instructions to Offerors, the conditions stated in Special Provisions and Specifications, shall take precedence.

12. **Title VI Solicitation Notice.** PMGAA, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all Offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit a response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

13. **Federal Fair Labor Standards Act.** All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The Offeror has full responsibility to monitor compliance to the referenced statute or regulation. The Offeror must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

14. **Occupational Safety and Health Act of 1970.** All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Offeror must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Offeror retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Offeror must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

## **B. SOQ PREPARATION AND SUBMITTAL**

### **1. SOQ Preparation.**

- a. Forms. All SOQ's shall include the required forms provided in this solicitation. It is permissible to copy these forms if required.
- b. No Facsimile or Electronic Mail Responses. SOQ's may not be submitted in facsimile or electronically and will not be considered.

- c. Confidential Information. Requests for nondisclosure of data such as trade secrets and other proprietary data must be made known to the Procurement Coordinator in writing. PMGAA shall review all requests for confidentiality and provide a written determination.

## 2. SOQ Submittal.

- a. Submission Package. One (1) original and the specified number of copies of the submittal (see Section Two) should be contained in each submission package. Each submittal package/envelope should be firmly sealed and clearly marked on the outside with the solicitation number, "Statement of Qualification" and the name and address of the Offeror.
- b. Late Submittals. Late submittals will be rejected and returned to the Offeror.
- c. No Modifications. Modifications are not permitted after SOQ's have been opened except as otherwise provided under applicable law.
- d. Withdrawal of SOQ. SOQ submittals may be withdrawn at any time prior to the specified due date and time. An Offeror (or authorized representative) may withdraw the response by notifying the designated contact for this solicitation in writing on company letterhead. Facsimiles, telegraphic or mailgram withdrawals shall not be considered.

## 3. SOQ Evaluation.

- a. Conformance to RFQ. Each SOQ received will be checked for the presence or absence of required information in conformance with the submission requirements of this RFQ and to ensure that the submittal is fully responsive to the specifications listed.
- b. Disqualification. An Offeror who is currently debarred, suspended or otherwise lawfully prohibited from any public procurement activity will have its response rejected.
- c. Clarifications. PMGAA reserves the right to obtain Offeror clarifications where necessary to arrive at full and complete understanding of Offeror's response. Clarification means a communication with an Offeror for the sole purpose of eliminating ambiguities in the SOQ and does not give Offeror an opportunity to revise or modify its submittal.
- d. Response Rejection. Submission of additional terms, conditions and/or agreements with the SOQ response may result in rejection.

## 4. Award of Contract.

- a. Rights of PMGAA. The PMGAA reserves the right to award to whichever Offeror(s) deemed most advantageous to the PMGAA. The PMGAA may reject any or all submittals, waive any minor informality in submittals received, reject any alternate submittals and reserves the right to reject the submittal(s) of any Offeror who has previously failed to perform competently in any contract with the PMGAA.
- b. Selection. The contract shall be awarded using the criteria outlined in Section Two.
- c. Notification. Prior to contract award, the selected successful Offeror(s) will be notified of their apparent selection for contract award, and (a) contract(s) will be drawn which will include by reference this solicitation and any other contractual language as may be required by the PMGAA or by law.

- d. Construction Manager At Risk Contract. Selected Offeror(s) will be required to execute Construction Manager and Risk Contracts with PMGAA which will include by reference this solicitation. If the Agreement is not executed within 30 days from the Notice of Intent to Award, PMGAA reserves the right to cancel and award to the next highest rated firm.



## Section Two – Special Instructions and Specifications

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### A. PROJECT DESCRIPTION

Phoenix-Mesa Gateway Airport desires to select a CMAR team to provide preconstruction and construction services for proposed improvements to the Gateway Aviation Services Building, project #954.

### B. SCOPE OF WORK

#### Gateway Aviation Services Building Remodel

The Gateway Aviation Services Building, 5803 South Sossaman Road, Mesa AZ (aka Building 45) is a single-story structure constructed of structural steel framing clad with precast concrete panels and steel joists supporting a flat roof. The exterior is uniquely identifiable by its vertically oriented double "T" precast panels. Building 45 was constructed in 1974 as a flight training facility for Williams Air Force Base. In 1993, the base was closed and the airport opened in 1994. Since then, Building 45 has been a home for a full service FBO (fixed-base operator.) The facility has been remodeled a number of times over the past 40 years.

The purpose of this project is to implement a comprehensive renovation to create a more customer service and hospitality oriented facility. The focus of the remodel is to improve the entries to create identity, enhance visibility to the airfield, add soundproofing, improve ergonomics at the customer service counter area and create a hospitality oriented feel with aviation themes.

The Gateway Aviation Center (Bldg 45) Conceptual Improvements, dated November 15, 2017 is posted on our website at [www.gatewayairport.com](http://www.gatewayairport.com) under the Business | Procurement | Public Notices section for reference for this RFQ. File name: Solicitation 2018-024-RFQ BLDG 45 Conceptual Improv Report FINAL.pdf

### C. MINIMUM QUALIFICATIONS

1. Current Arizona Registrar of Contractors Class B-1 General Commercial License.
2. Ability to provide Bonds as required by the Contract Documents.
3. Ability to provide insurance in the amounts and times as specified in the Contract Documents.

### D. SUBMITTAL REQUIREMENTS

Offerors interested in responding to this solicitation should submit Statements of Qualifications (SOQ) which includes a one-page cover letter plus a maximum length of twelve (12) pages to address the SOQ criteria as specified and in the order listed in this Section II.

In responding to this RFQ, Offerors shall organize their SOQ submission in such a way as to follow the general evaluation criteria listed below. Information included within the SOQ may be used to evaluate your firm as part of any criteria regardless of where that information is found within the SOQ. Information obtained from the SOQ and from any other relevant source may be used in the evaluation and selection process.

#### 1. Cover Letter (one page):

- a. Identify the full company name, mailing address, telephone number, and email address for the person (preferably the designated or proposed project manager) who will serve as the firm's primary contact person for their SOQ, and provide company organization information
- b. Provide a brief introduction of the company as it relates to the requested services.
- c. List of applicable Arizona or national licenses

2. **Qualifications Criteria (maximum twelve pages):**

**Qualifications of Firm (15 points)**

- a. Firm's overall service capability as it relates to this project
- b. List and briefly describe at least three (3) comparable projects completed by your firm or currently in progress. For each project, include:
  - i. Role of your firm. If CMAR, identify the percent of work self-performed. Also, specify services provided during preconstruction services.
  - ii. Initial construction cost and final construction cost; briefly explain any variance
  - iii. Original contract construction duration and actual duration; briefly explain any variance
  - iv. Project owner, contact name, telephone number and address
  - v. Design consultant firm and contact name, telephone number and address if the project was a CMAR
- c. Describe in detail your firm's method for allocating management, supervision, labor, material and
- d. equipment resources to projects. Are your firm's methods different on CMAR projects? If so, how?
- e. Describe the methods your firm has in place for addressing project issues, contract modifications, and schedule recovery to maintain the completion date.
- f. List and describe your firm's capability and intent to proceed without delay if selected for this project.
- g. Provide a statement regarding your assurance that this engagement will not result in a conflict of interest
- h. Describe the firm's knowledge and experience with applicable federal and state and local regulations, policies and procedures as it relates to this project

**Project Team Experience & Qualifications (25 points)**

- a. Describe each team member's firm position; provide resumes of each proposed team member. List professional certifications, and any applicable coursework or training
- b. Briefly describe each team member's role on this project
- c. Provide "team" experience working together on similar projects
- d. Describe in detail what steps your firm will take to ensure that key personnel remain assigned to the project for its duration
- e. Describe your method of selection for subcontractors, if applicable.

**Project Understanding (30 points)**

- a. Discuss the major components, issues and challenges your team has identified on this project and how it intends to address them
- b. What risks have you identified on this project? How do you intend to manage these risks?
- c. Describe your planning, scheduling and project management tools

**Approach to Performing the Required Services (25 points)**

- a. Describe your firm's project management approach and team organization both during preconstruction and construction services. Describe processes, methods and systems used for planning, scheduling, estimating, and managing construction
- b. Describe your team's approach to coordinating with PMGAA, the design team, subcontractors and suppliers during the preconstruction and construction phases.
- c. Explain how you will manage construction quality control and subcontractors during the construction phase of the contract
- d. Describe your approach to operating within an agreed budget and schedule
- e. Describe the role team members and subcontractors will play on your team during preconstruction and construction phases and what benefits they will provide to your team, PMGAA, and the project

**Miscellaneous (5 points)**

- a. Identify any contracts or subcontracts held by the firm or officers of the firm, within the last ten years, which has been terminated. Identify any claims or issues arising from contracts, within the last ten years, which resulted in litigation, or arbitration, or could not be resolved through the owner's escalation level/issue resolution ladder or process. Briefly describe the circumstances and the outcomes
- b. List all projects, within the last ten years, where Liquidated Damages were assessed for failure to complete the contract within the specified contract time, and explain why they were assessed
- c. Reference checks

**Appendices**

- a. Attachment A: "Authorization for Release of Performance Information and Waiver" form shall be completed, signed and included in the SOQ.
- b. Attachment B: "Certificate of Insurability" form shall be completed, signed and included in the SOQ. Within ten days of execution of a contract with PMGAA, the successful Offeror shall furnish proof of insurance in the amounts listed in the forms of the sample CMAR contract attached (Attachment E).
- c. Attachment C: "Contractor License & Identity Information" form shall be completed, signed and included in the SOQ.
- d. Attachment D: "Agreement Review Statement" form shall be completed, signed and included in the SOQ.
- e. Resumes for proposed key team members, 2-page maximum for each resume.

**D. SUBMITTAL INSTRUCTIONS**

1. This SOQ may not exceed twelve (12) single-sided pages (maximum 8½" x 11") with a minimum of 11 pt. type. Submissions exceeding the page limit will be considered non-responsive and will be returned to the responder without further evaluation. Responders must submit one (1) original and four (4) copies of their Statements of Qualifications for a total of five (5) in addition to one (1) electronic copy of the complete proposal and all attachments.
2. The following information is not included in the page limit:
  - a. Cover letter on company letterhead, maximum of 1 page
  - b. Resumes for each key team member, maximum of 2 pages each
  - c. Attachment A, Authorization for Release of Performance Information and Waiver
  - d. Attachment B, Certificate of Insurability
  - e. Attachment C, Contractor License & Identity Information
  - f. Attachment D, Agreement Review Statement
  - g. Any Addenda issued by PMGAA
3. Do not include a table of contents or tab dividers. Submittals should be bound by plastic or metal three ring binder only. Pages having photos, charts, and/or graphs that provide additional evaluation information will be counted towards the maximum number of pages.
4. Failure to include all information requested shall cause such incomplete statement of qualifications to be rejected and not be evaluated or considered in the selection process.
5. SOQs must be submitted in a sealed envelope with the solicitation number and the responder's name and address clearly indicated on the envelope. Statements of Qualification must be submitted to Marian Whilden, Airport Administration Office at 5835 S. Sossaman Road, Mesa, Arizona 85212 on or before

March 1, 2018 by 1:00 p.m. (Arizona) time. **LATE STATEMENTS OF QUALIFICATIONS WILL NOT BE ACCEPTED.**

**E. SELECTION PROCESS**

1. The Airport Authority will appoint an evaluation panel to evaluate each Offeror's qualifications. Using the criteria and weighting listed herein, and in order of preference, the selection committee will rank the Offerors.
2. The Airport Authority may contact and interview references provided by each Offeror.
3. The evaluation panel may then make a selection solely based on their collective evaluations of the Offerors' SOQs and references.
4. The evaluation panel may conduct interviews regarding the project with the short-listed top-ranked Offerors.
5. The Airport Authority intends to enter into negotiations with the highest ranked Offeror to finalize a Construction Manager At Risk Preconstruction Services Contract as well as a subsequent Construction contract for the project. If an agreement cannot be successfully negotiated with the highest ranked Offeror, then negotiations may be terminated with that Offeror and the Airport Authority may enter negotiations with the next highest ranked Offeror until an agreement is reached or an impasse is declared. The Airport Authority reserves the right to not pursue the construction of all or any portion of the proposed work if it is determined to be in the best interest of the Airport Authority or if funding limitations prevent such improvements.
6. A notification will be posted on the Airport web site following a selection and/or interview list determination.
7. Offerors are evaluated on any combination of the following elements: 1) Statements of Qualifications (SOQs) submitted in response to this RFQ; 2) reference verification; 3) interview performance (if conducted); and 4) any information from any source about the Offeror, whether included in the SOQ or not.
8. PMGAA may cancel this solicitation at any time for any reason or no reason, so long as such is legally permissible.
9. The following tentative schedule has been established for this solicitation:

RFQ Closing Date/SOQ Due	May 3, 2018
Notification to Firms (for possible interviews and/or non-selection)	May 15, 2018
Interviews (optional)	May 30, 2018
Notification to Firms (of final firm selection)	May 31, 2018
Contract Award Recommendation to PMGAA Board of Directors	June 19, 2018

**ATTACHMENT A**

**AUTHORIZATION FOR RELEASE OF PERFORMANCE INFORMATION AND WAIVER**

The purpose of this disclosure is to provide references to the Phoenix-Mesa Gateway Airport Authority. I hereby consent that as an Offeror to Phoenix-Mesa Gateway Airport Authority Solicitation 2018-024-RFQ, Construction Manager At Risk for the Gateway Aviation Services Building Remodel project for Phoenix-Mesa Gateway Airport, I authorize those companies and government entities listed in my RFQ submittal and any other government entity for whom this company has performed construction services to disclose and release to the Phoenix-Mesa Gateway Airport Authority, or their representatives, information, records and opinions concerning this company's past performance.

\_\_\_\_\_ (Company) hereby waives any claim it may have against the Phoenix-Mesa Gateway Airport Authority or any company or entity providing information to the Phoenix-Mesa Gateway Airport Authority by reason of any information being disclosed or opinions provided regarding the actions or performance of this company.

This authorization for disclosure of information is effective for one (1) year.

This consent or copy of this authorization shall be as valid and effective as the original.

\_\_\_\_\_  
Signature of Offeror

\_\_\_\_\_  
Date

**ATTACHMENT B**

**CERTIFICATE OF INSURABILITY**

I hereby certify that as an Offeror to Phoenix-Mesa Gateway Airport Authority Solicitation 2018-024-RFQ, Construction Manager At Risk for the Gateway Aviation Services Building Remodel project for Phoenix-Mesa Gateway Airport, I am fully aware of Insurance Requirements contained in both the sample Construction Manager At Risk Pre-Construction Services Contract (Attachment E) and the sample Construction Manager At Risk Construction Services Contract (Attachment F) and by the submission of this RFQ submittal, I hereby assure the Phoenix-Mesa Gateway Airport Authority that I am able to produce the insurance coverage required should I be selected to be awarded the Construction Manager At Risk Pre-Construction Services Contract and Construction Manager At Risk Construction Services Contract

Should I be awarded the Construction Manager At Risk Pre-Construction Services Contract and Construction Manager At Risk Construction Services Contract. by the Phoenix-Mesa Gateway Airport Authority, and then become unable to produce the insurance coverage specified within ten working days, I am fully aware and understand that the Phoenix-Mesa Gateway Airport Authority may not consider me for this and future projects.

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Signature of Offeror

---

Date

**ATTACHMENT C**

**CONTRACTOR LICENSE AND IDENTITY INFORMATION**

**Arizona Registrar of Contractors Commercial License No.:** \_\_\_\_\_

Select appropriate type. Contractor is:

An Individual

Name (typed or printed): \_\_\_\_\_

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

*(Individual's signature)*

Doing business as: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

A Partnership

Partnership Name: \_\_\_\_\_

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

*(Signature of general partner -- attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

A Corporation

Corporation Name: \_\_\_\_\_

State of Incorporation: \_\_\_\_\_

Type (General Business, Professional, Service, Limited Liability): \_\_\_\_

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

*(Signature -- attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

A Joint Venture

Joint Venture Name: \_\_\_\_\_

By: \_\_\_\_\_  
*(Signature of joint venture partner – attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

Joint Venture Name: \_\_\_\_\_

By: \_\_\_\_\_  
*(Signature – attach evidence of authority to sign)*

Name (typed or printed): \_\_\_\_\_

Title: \_\_\_\_\_

Business address: \_\_\_\_\_

Phone No.: \_\_\_\_\_ Facsimile No.: \_\_\_\_\_

Phone and facsimile number, and address for receipt of official communications:

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

(Each joint venture must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)



**ATTACHMENT D**

**AGREEMENT REVIEW STATEMENT**

As an Offeror to Phoenix-Mesa Gateway Airport Authority Solicitation 2018-024-RFQ, Construction Manager At Risk for the Gateway Aviation Service Building Remodel project, I hereby certify that I have reviewed both the PMGAA sample Pre-Construction Manager At Risk Construction Services Contract (Attachment E) and the sample Construction Manager At Risk Construction Services Contract (Attachment F) and have listed any objections to them below. The response shall clearly identify if the attached Construction Manager At Risk Construction Services Contract is acceptable in all respects including warranty, insurance, and document ownership and retention requirements. If the Agreement is not acceptable, the response shall identify the unacceptable clauses and shall provide suggested alternate language. General or vague statements or invitations to discuss further are not adequate answers.

I am aware any objections to the standard forms Pre-Construction Manager At Risk Construction Services Contract and/or the Construction Manager At Risk Construction Services Contract will be considered and included in the Airport Authority's evaluation of my firm's qualifications. I am also aware, if I fail to list any objections to the Airport Authority's standard Pre-Construction Manager At Risk Construction Services Contract and/or the Construction Manager At Risk Construction Services Contract, I will not be allowed to raise any objections later if selected as the most qualified contractor.

\_\_\_\_\_  
Signature of Offeror

\_\_\_\_\_  
Date

Specific Objections:

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**ATTACHMENT E**

**SAMPLE CONSTRUCTION MANAGER AT RISK PRE-CONSTRUCTION SERVICES CONTRACT**



**General Aviation Services  
Building Remodel**

**CONSTRUCTION MANAGER AT RISK  
PRE-CONSTRUCTION SERVICES  
CONTRACT**

**PROJECT NO. 954**

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# Phoenix-Mesa Gateway Airport Authority

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## Construction Manager at Risk Pre-Construction Services Project No. 954

**THIS CONTRACT** is made and entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2018, by and between the Phoenix-Mesa Gateway Airport Authority, a joint powers airport authority, authorized by the state of Arizona, hereinafter called ("PMGAA") and the "Construction Manager at Risk" or "CMAR" designated below. Individually, each is a "Party" and collectively, the "Parties".

PMGAA and CMAR agree as follows:

### **ARTICLE 1 – PARTICIPANTS AND PROJECT**

**PMGAA:** Phoenix-Mesa Gateway Airport Authority  
Project Manager: xxxxxxxxxxxx  
Telephone: 480-988-xxxx  
Fax: 480-988-xxxx  
E-mail:

**CMAR:** Name  
Address  
Address  
Arizona ROC No.:  
Federal Tax ID No.:  
CMAR Representative:  
Telephone:  
Fax:  
E-mail:

**DESIGN PROFESSIONAL:** DWL Architect Planners, Inc.  
2333 North Central Avenue  
Design Professional Representative:  
Telephone: 602-264-9731  
Fax:  
E-mail:

**PROJECT DESCRIPTION:** Gateway Aviation Service Building Remodel

**PROJECT LOCATION:** Phoenix Mesa Gateway Airport GAS Building  
5803 South Sossaman Road  
Mesa, AZ 85212

## **ARTICLE 2 – CONTRACT DOCUMENTS**

### **2.1 CONTRACT DOCUMENTS**

The Contract between PMGAA and CMAR shall consist of the following Contract Documents:

1. This Contract;
2. Exhibit A – Pre-Construction Scope of Work and Schedule – attached;
3. Exhibit B – Government Provisions Compliance – attached;
4. Exhibit C – Submittal Requirements for GMP/Price Proposal – attached;
5. Exhibit D – PMGAA Published Rules and Regulations and Minimum Standards, as amended from time to time.
6. The Statement of Qualifications (SOQ) submitted by CMAR (by reference); and

### **2.2 DEFINITIONS**

Whenever the following terms are used in this Contract, the intent and meaning shall be interpreted as follows:

**Allowance** – A specific amount for a specific item of Work, if any, that PMGAA agrees has not been sufficiently designed, detailed, or selected (including design changes from 90% to 100% as authorized by and at the discretion of PMGAA) at the time the Contract Price is agreed to for CMAR to provide a definitive price. Allowances shall be treated in accordance with Article 9 of this Contract.

**Baseline Cost Model** – A breakdown and estimate of the scope of the Project developed by CMAR pursuant to Article 3.4.1 of this contract.

**CMAR or Construction Manager at Risk** – The person or firm selected by PMGAA to provide pre-construction and/or construction services as detailed in a Construction Manager at Risk Contract with PMGAA. In these General Conditions, the term “CMAR” includes CMAR under both Pre-Construction and Construction Services Contracts.

**CMAR Fee** – An agreed to percentage in an accepted GMP that represents the CMAR's fee for performance of the Work.

**Contract Documents** – Where compensation under the Contract is based upon a GMP accepted by PMGAA, the term “Contract Documents” also includes the accepted GMP Proposal.

**Contract Price** – Where compensation under the Contract based upon a GMP accepted by PMGAA, the term “Contract Price” refers to the GMP.

**Cost-Based Contract, Change Order, or Job Order** – A Contract, Change Order, or Job Order where the Contract Price is based upon the actual cost of performing the Work, subject to the terms of the Contract Documents, these would include those generally referred to as “Cost of the Work plus a Fee with a GMP,” “Time and Materials,” or “Cost Plus a Fee.”

**Cost of the Work** – The direct costs necessarily incurred by CMAR in the proper, timely, and complete performance on the Work. The Cost of the Work shall include only those costs set forth in Exhibit A of this Contract.

**Deliverables** – The work products prepared by CMAR in performing the scope of work described in the Contract. Some of the major deliverables to be prepared and provided by CMAR during pre-construction may include but are limited to: the Baseline Cost Model and Schedule that validate PMGAA's plan and budget, Construction Management Plan, Detailed Project Schedule, Schedule of Values, alternative system evaluations, procurement strategies and plans, Detailed Cost Estimates, construction market surveys, cash flow projections, GMP Proposals, Subcontractor procurement plan, Subcontractor agreements, Subcontractor bid packages, Supplier agreements, Constructability Review, Cost Control Log, Traffic control and phasing plans and others as indicated in this Contract or required by the Project Team.

**Pre-Construction Services Contract** – The Contract entered into between PMGAA and the CMAR for Pre-Construction Services to be provided by the CMAR, including, without limitation, the generation of a GMP Proposal. If the GMP Proposal is accepted by PMGAA and a Construction Contract is entered into between PMGAA and CMAR, the duties, obligations and warranties of the CMAR under the Pre-

Construction Services Contract survive and are incorporated into the resulting Construction Contract.

Pre-Construction Services – The services to be provided under the Pre-Construction Services Contract.

Detailed Project Schedule – The Detailed Project Schedule developed by the CMAR for the review and approval of the Project Manager in accordance with Article 3.2 of this contract, if applicable.

GMP Plans and Specifications – The plan and specifications upon which the Guaranteed Maximum Price Proposal is based.

GMP Proposal – The proposal of CMAR submitted pursuant to Article 3.6 of this contract for the entire Work and/or portion (phases) of the Work.

Guaranteed Maximum Price or GMP – The Guaranteed Maximum Price set forth in the Contract, Change Order, or Job Order if applicable.

### **ARTICLE 3 – PRE-CONSTRUCTION SERVICES**

#### **3.1 GENERAL REQUIREMENTS**

- 3.1.1 CMAR shall perform the Services under this Contract using only those firms, team members and individuals designated by CMAR consistent with the Statement of Qualifications dated March 1, 2018 or as otherwise approved by PMGAA. No other entities or individuals may be used without the prior written approval of the Project Manager.
- 3.1.2 CMAR will comply with all terms and conditions of the General Conditions.
- 3.1.3 In the event of a conflict between this Contract and the General Conditions or any exhibit hereto or appendix thereto, the terms of this Contract shall control.
- 3.1.4 CMAR shall prepare and present to PMGAA a Detailed Project Schedule that is acceptable to PMGAA and in accordance with Article 3.2 of this Contract.
- 3.1.5 CMAR shall conduct the evaluations, perform the design document reviews, make the recommendations and provide the other Services referenced and in accordance with Article 3.3 of this Contract.
- 3.1.6 CMAR shall prepare and submit the Baseline Cost Model, Detailed Cost Estimates and Schedule of Values in accordance with Article 3.4 of this Contract.
- 3.1.7 The submitted Baseline Cost Model, Detailed Cost Estimates and Schedule of Values shall not exceed PMGAA's Construction Budget, which is **\$TBD**. If CMAR submits a Baseline Cost Model, Detailed Cost Estimates, and Schedule of Values that exceeds the Construction Budget, negotiations could lead to termination or suspension of the Contract.
- 3.1.8 CMAR shall perform the Services required by, and in accordance with the Contract Documents and as outlined in Exhibit A of the Contract to the satisfaction of the Project Manager, exercising the degree of care, skill, diligence and judgment a professional construction manager experienced in the performance of such services for construction and/or facilities of similar scope, function, size, quality, complexity and detail to the Project in urban areas throughout the United States, would exercise at such time, under similar conditions. CMAR shall, at all times, perform the required services consistent with sound and generally accepted engineering principles and construction management and construction contracting practices
- 3.1.9 As a participating member of the Project Team, CMAR shall provide to PMGAA and Design Professional a written evaluation of PMGAA's Project Program and budget, each in terms of the other, with recommendations as to the appropriateness of each. CMAR shall prepare a Baseline Cost Model that validates PMGAA's budget. The Baseline Cost Model shall include all assumptions and basis of estimates in enough detail so that the Project Team can compare

future detail estimates to the Baseline Cost model for variances. PMGAA and Design Professional will provide all the reasonably required data that is available in order to reach agreement between the team members that the Baseline Cost Model is an accurate projection of the costs of the Project.

- 3.1.10 CMAR shall attend Project Team meetings, which may include, but are not limited to, bi-weekly Project management meetings, Project workshops, special Project meetings, construction document rolling reviews, public meetings and partnering sessions. CMAR attendance at design or other meetings in which CMAR is provided the opportunity but does not actively participate and/or is not properly prepared is not acceptable. Repeated instances of non-participation and/or lack of preparedness shall be grounds for termination of CMAR Contract for default.
- 3.1.11 CMAR when requested by PMGAA, shall attend, make presentations and participate as may be appropriate in public agency and or community meetings, relevant to the Project. CMAR shall provide drawings, schedule diagrams, budget charges and other materials describing the Project when their use is required or appropriate in any such public agency meetings.
- 3.1.12 PMGAA ownership of Work Product. All Work Product prepared or otherwise created in connection with the performance of this Contract, including the Work, are to be and remain the property of PMGAA. For purposes of this provision, "Work Product" shall include all designs, drawings, plans, specifications, ideas, renderings and other information or material, in whatever form created (e.g., electronic or printed) and in all media now known or hereinafter created. All Work Product shall be considered Work Made for Hire as defined in the United States Copyright Act 17 U.S.C. §101 (Copyright Act). If for any reason any such Work is found not to be a work for hire, CMAR hereby transfers and assigns ownership of the copyright in such Work to PMGAA. The rights in this Section are exclusive to PMGAA in perpetuity.
- 3.1.13 CMAR represents to PMGAA in completing Pre-Construction Services and providing the reports and analysis required thereunder, that Work can be properly and timely constructed within the GMP Proposal, if accepted. CMAR does not assume any design responsibilities unless specifically called for in the scope of work, but CMAR shall be responsible for their errors, omissions or inconsistencies included in the Work.
- 3.1.14 CMAR and PMGAA agree and understand that PMGAA is at all times subordinate to its federal obligations, pursuant to Federal Aviation Administration ("FAA") Policies (2009) (including, but not limited to § 1.1, § 1.5, § 12.3, §10, § 14.1, *et. seq.*)

## **3.2 DETAILED PROJECT SCHEDULE**

- 3.2.1 The fundamental purpose of the Detailed Project Schedule is to identify, coordinate and record the tasks and activities to be performed by all of the Project Team members and then for the Project Team to utilize that Deliverable as a basis for managing and monitoring all member's compliance with the schedule requirements of the Project. Each Project Team member is responsible for its compliance with the Detailed Project Schedule requirements. CMAR shall, however, develop and maintain the Detailed Project Schedule on behalf of and to be used by the Project Team based on input from the other Project Team members. The Baseline Project Schedule shall be developed as part of the Baseline Cost Model. The Detailed Project Schedule shall use the Critical Path method ("CPM") technique, unless required otherwise, in writing by PMGAA. CMAR shall use scheduling software acceptable to PMGAA to develop the Detailed Project Schedule. The Detailed Project Schedule shall be presented in graphical and tabular reports as agreed upon by the Project Team. If Project phasing as described below is required, the Detailed Project Schedule shall indicate milestone dates for the phases once determined. As part of construction phase, PMGAA may require CMAR to prepare a "resource loaded" schedule for all work, including work performed by Subcontractors, detailing each of the project tasks and the required/anticipated number of personnel per day for each task. CMAR shall also indicate on the schedule its ability to meet said required/anticipated personnel requirements.
- 3.2.2 CMAR shall include and integrate in the Detailed Project Schedule the services and activities required of PMGAA, Design Professional and CMAR including all construction phase activities based on the input received from PMGAA and the Design Professional. The Detailed Project Schedule shall define activities as determined by PMGAA to the extent required to show: (a) the coordination between preliminary design and various pre-construction documents, (b) any separate long-lead procurements, (c) any permitting

issues, (d) any land, right-of-way, or easement acquisition, (e) bid packaging strategy and awards to Subcontractors and Suppliers, (f) major stages of construction, (g) start-up and commissioning, and (h) occupancy of the completed Work by PMGAA. The Detailed Project Schedule shall include by example and not limitation, proposed activity sequences and durations for design, procurement, construction and testing activities, milestone dates for actions and decisions by the Project Team, preparation and processing of shop drawings and samples, delivery of materials or equipment requiring long-lead time procurement (if any), milestone dates for various construction phases, Total Float for all activities to the extent authorized by PMGAA, relationships between the activities, PMGAA's occupancy requirements showing portions of the Project having occupancy priority, and proposed dates for Final Completion.

- 3.2.3 A Baseline Project Schedule shall be initiated with the project Baseline Cost Model and agreed to by the project team at the same time. CMAR shall update and maintain a detailed Project Schedule throughout pre-construction such that it shall not require major changes at the start of the construction phase to incorporate CMAR's plan for the performance of the construction phase Work. CMAR shall provide updates and/or revisions to the Detailed Project Schedule for use by the Project Team, whenever required, but no less often than at the Project Team meetings. CMAR shall include with such submittals a narrative describing its analysis of the progress achieved to-date vs. the Baseline Project Schedule, including any concerns regarding delays or potential delays, and any recommendations regarding mitigating actions.
- 3.2.4 If phased construction is deemed appropriate at the time of developing the Baseline Cost Model or during the development of the Detailed Project Schedule, and PMGAA and Design Professional approve, CMAR shall review the design and make recommendations regarding the phased issuance of Construction Documents to facilitate phased construction of the Work, with the objective of reducing the Project Schedule and/or Cost of the Work. CMAR shall take into consideration such factors as natural and practical lines of work severability, sequencing effectiveness, access and availability constraints, total time for completion, construction market conditions, labor and materials availability, and any other factors pertinent to saving time and cost.
- 3.2.5 Long Lead Time Items. As part of developing the Detailed Project Schedule, CMAR shall identify all long lead time materials, fabrications, equipment, or other items which may impact the Project Schedule and may require early action on the part of the Project Team. Dates for selecting and ordering long lead time items will be included and highlighted in the Detailed Project Schedule.
- 3.2.6 Equipment Plan. CMAR shall develop an Equipment Plan that addresses all rental and owned equipment, regardless of whether such equipment will be provided by CMAR or subcontractor(s), that will be necessary to construct the Project and the cost of which will be included as a Cost of the Work in the GMP Proposal. The Equipment Plan will seek to minimize the cost of the equipment to PMGAA and maximize the efficient and coordinated use of the equipment for completion of the Project. The Equipment Plan will not only include the costs and allowable lease rates for the equipment, but will also include an equipment schedule that will be incorporated into the Detailed Project Schedule and the Schedule of Values submitted with the GMP Proposal.

### **3.3 DESIGN DOCUMENT REVIEWS**

- 3.3.1 CMAR shall evaluate periodically the availability of labor, materials/equipment, cost-sensitive aspects of the design; and other factors that may create an unacceptable variance to the Baseline Cost Model and/or Baseline Project Schedule.
- 3.3.2 CMAR shall recommend, in conjunction with the Project Team, those additional surface and subsurface investigations that, in its professional opinion, are required to provide the necessary information for CMAR to construct the Project. These additional investigations, if agreed to be necessary by the Project Manager and the Design Professional, shall be acquired by PMGAA and copies of the reports will be provided to CMAR.
- 3.3.3 CMAR shall meet with the Project Team as required to review designs during design development. CMAR shall familiarize itself with the evolving documents through pre-construction. CMAR shall proactively advise the Project Team and make recommendations on factors related to construction costs, and concerns pertaining to the feasibility and practicality of any proposed means and methods,



selected materials, equipment and building systems, and, labor and material availability. CMAR shall furthermore advise the Project Team on proposed site improvements, excavation and foundation considerations, as well as, concerns that exist with respect to coordination of the Drawings and Specifications. CMAR shall use established value analysis principles in recommending cost-effective alternatives.

- 3.3.4 CMAR shall routinely conduct constructability and bid-ability reviews of the Drawings and Specifications as necessary to satisfy the needs of the Project Team. The reviews shall attempt to identify all discrepancies and inconsistencies in the Construction Documents especially those related to clarity, consistency, completeness and coordination of Work of Subcontractors and Suppliers.
- 3.3.5 CMAR shall evaluate whether: (a) the Drawings and Specifications are configured to enable efficient construction; (b) design elements are standardized; (c) construction efficiency is properly considered in the Drawings and Specifications; (d) module/preassembly design is prepared to facilitate fabrication, transport and installation; (e) sequences of Work required by or inferable from the Drawings and Specifications are practicable; (f) the design has taken into consideration efficiency issues concerning access and entrance to the site, laydown and storage of materials, staging of site facilities, construction parking, and other similar pertinent issues; and (g) the design maintains continued operation of the existing PMGAA operations, security and systems and maintains traffic on adjacent roadways. CMAR shall also review the Drawings and Specifications to ensure that what is depicted therein can be constructed as designed and shall promptly inform the Project Team of any issues.
- 3.3.6 CMAR shall check cross-reference and complementary Drawings and sections within the Specifications and in general evaluate whether: (a) the Drawings and Specifications are sufficiently clear and detailed to minimize ambiguity and to reduce scope interpretation discrepancies; (b) named materials and equipment are commercially available and are performing well, or otherwise, in similar installations; (c) Specifications include alternatives in the event a requirement cannot be met in the field; and (d) in its professional opinion, the Project is likely to be subject to Differing Site Conditions.
- 3.3.7 The results of the reviews shall be provided to Project Team in formal, written reports clearly identifying all reviewed documents and the discovered discrepancies and inconsistencies in the Drawings and Specifications with notations and recommendations made on the Drawings, Specifications and other documents. CMAR shall meet with Project Team to discuss any findings and review reports.
- 3.3.8 CMAR's reviews shall be from a CMAR's perspective, and though it shall serve to eliminate/reduce the number of RFI's and changes during the construction phase, responsibility for the Drawings and Specifications shall remain with the Design Professional and not CMAR.
- 3.3.9 It is CMAR's responsibility to assist the Design Professional in ascertaining that, in CMAR's professional opinion, the Construction Documents are in accordance with Applicable Laws, Regulations, or Legal Requirements, building codes, sound engineering principle's rules and regulations. If CMAR recognizes that portions of the Construction Documents are at variance with applicable laws, statutes, ordinances, building codes, sound engineering principle's rules and regulations, it shall promptly notify the Project Team in writing, describing the apparent variance of deficiency. However, the Design Professional is ultimately responsible for the compliance of the Drawings and Specifications with those laws, statutes, ordinances, building codes, rules and regulations.
- 3.3.10 The Project Team shall routinely identify and evaluate using value analysis principles and alternate systems, approaches, design changes that have the potential to reduce Project costs while still delivering a high quality and fully functional Project consistent with the Project Program. If the Project Team agrees, CMAR in cooperation with the Design Professional, will perform a cost/benefit analysis of the alternatives and submit such in writing to the Project Team. PMGAA, through the Project Manager, will direct which alternatives will be incorporated into the Project. The Design Professional will have full design responsibility for the review and incorporation of CMAR suggested alternatives into the Drawings and

Specifications. CMAR shall analyze the costs and schedule impacts of the alternatives against the Baseline Cost Model and Schedule and provide a recommendation for the Project Team's consideration and PMGAA's approval prior to the establishment of the GMP.

### **3.4 BASELINE COSTS MODEL, DETAILED COST ESTIMATES, AND SCHEDULE OF VALUES**

- 3.4.1 At the conclusion of the Master Planning and Programming, if required, CMAR will review all available information regarding the design and scope of the Project using CMAR's experience in performing similar work, knowledge of similar projects and current and projected construction costs and, based upon that review, shall develop a Baseline Cost Model for review by the Project Team and approval by PMGAA. Once approved by PMGAA, the Baseline Cost Model shall be continually referenced as detailed estimates are created as the design progresses throughout Pre-Construction until the final GMP for the entire Project is established. A final GMP for the entire Project must be established and approved by PMGAA prior to the start of construction. It is the responsibility of CMAR to ensure PMGAA has sufficient information to evaluate and approve a final GMP prior to the time necessary to start construction so construction can be completed within the Contract Time. The Project Detailed Cost Estimate shall be the best representation from CMAR of what the complete functional Project's construction costs will be as indicated by the most current available documents and will be constantly checked against the Baseline Cost Model. CMAR shall communicate to the Project Team and assumptions made in preparing the Baseline Cost Model. The Baseline Cost Model shall support CMAR's Detailed Cost Estimates and may be broken down initially as dictated by the available information, as required by PMGAA.
- 3.4.2 After receipt of the Design Professional's most current documents from certain specified pre construction milestones, CMAR shall provide a draft Detailed Cost Estimate including a detailed written report detailing any variances to the Baseline Cost Model and Baseline Project Schedule. The Design Professional and CMAR will reconcile any disagreements on the estimate to arrive at an agreed upon Detailed Cost Estimate for the construction costs based on the scope of the Project through that specified pre-construction milestone. If no consensus is reached, PMGAA will make the final determination. If the Project Team requires additional updates of the Detailed Cost Estimate beyond that specified in this paragraph, CMAR shall provide the requested information in a timely manner.
- 3.4.3 If at any point the Detailed Cost Estimate submitted to PMGAA exceeds the previously accepted Baseline Cost Model or previously approved Detailed Cost Estimate agreed to as set forth in Article 3.4.2 above, CMAR shall make appropriate recommendations to project Team on means/methods, materials, and or other design elements that it believes will reduce the estimated construction costs, such that it is equal to or less than the established Project Team's Baseline Cost Model.
- 3.4.4 Unless other levels of completion are agreed to in writing in the Construction Documents, CMAR shall also submit to the Project Team for review and approval a Schedule of Values that complies with the following requirements. The Schedule of Values shall be directly related to the breakdowns reflected in the Detailed Project Schedule and CMAR's Detailed Cost Estimate. In addition, the Schedule of Values shall: (a) detail unit prices and quantity take-offs, (b) detail all other contingencies and unit price Work shown and specified in the detailed design documents.
- 3.4.5 CMAR is to track, estimate, price and address the Project Team's overall project cost issues that arise outside of the Baseline Cost Model and the latest approved Detailed Cost Estimate such as: PMGAA generated changes, Project Team proposed changes, alternate system analysis, constructability items and value engineering analysis. The system used to implement this process will be referred to as the Design Evolution Log. This is to be addressed between the Baseline Cost Model for all Design Phases, as applicable.
- 3.4.6 Upon request by PMGAA, CMAR shall submit to PMGAA a cash flow projection for the Project based on the current updated/revised Detailed Project Schedule and the anticipated level of payments for CMAR during the design and construction phases. In addition, if requested by PMGAA and based on information provided by PMGAA, CMAR shall prepare a cash flow projection for the entire Project based on historical records for similar types of projects to assist

PMGAA in the financing process.

### **3.5 SUBCONTRACTOR AND MAJOR SUPPLIER SELECTIONS**

- 3.5.1 Except as noted below, the selection of Subcontractors/Suppliers is the sole responsibility of CMAR. In any case, CMAR is solely responsible for the performance of the selected Subcontractors/Suppliers, and for compliance with the requirements of Title 34 of the Arizona Revised Statutes in the selection of a Subcontractors/Suppliers, to the extent applicable. CMAR shall comply with its Subcontractor Selection Plan submitted with its Statement of Qualifications.
- 3.5.2 PMGAA may approve the selection of a Subcontractor(s) or Suppliers(s) based only on their qualifications when CMAR can demonstrate it is in the best interest of the Project. All Work that is performed, after such a qualifications-based selection, for a price that is negotiated by CMAR will be billed in accordance with the GMP for actual costs and may be subject to audit by PMGAA.
- 3.5.2.1 Qualifications based selection of a Subcontractor(s)/Supplier(s) should only occur prior to the submittal of the GMP Proposal and such a way as to not delay the start date of the Construction phase as defined in the Baseline Project Schedule.
- 3.5.2.2 If a Subcontractor/Supplier selection plan was submitted and agreed to by PMGAA, CMAR Shall apply the plan in the evaluation of the qualifications of a Subcontractor(s) or Supplier(s) and provide PMGAA with its review and recommendations.
- 3.5.2.3 CMAR must receive written PMGAA approval for each selected Subcontractor(s) and Supplier(s).
- 3.5.2.4 CMAR shall negotiate costs for services/supplies from each Subcontractor/Supplier selected under this method.
- 3.5.3 All Work shall be competitively bid unless a Subcontractor or Supplier was selected pursuant to paragraph 3.5.2 above.
- 3.5.3.1 CMAR shall develop Subcontractor and Supplier interest, submit the names of a minimum of three qualified Subcontractors or Suppliers for each trade in the Project for approval by PMGAA and solicit bids for the various Work categories. If there are not three qualified Subcontractors/Suppliers available for a specific trade or there are extenuating circumstances warranting such, CMAR may request approval by PMGAA to submit less than three names. Without prior written notice to PMGAA, no change in the recommended Subcontractors/Supplies shall be allowed.
- 3.5.3.2 If PMGAA objects to any nominated Subcontractor/Supplier or to any self-performed Work for good reason, CMAR shall nominate a substitute Subcontractor/Supplier that is acceptable to PMGAA.
- 3.5.3.3 CMAR shall distribute Drawings and Specifications, and when appropriate, conduct a Pre-Bid Conference with prospective Subcontractors and Suppliers.
- 3.5.3.4 If CMAR desires to self-perform certain portions of the Work, it shall request to be one of the approved Subcontractor bidders for those specific bid packages. CMAR's bid will be evaluated in accordance with the process identified below. If events warrant and PMGAA concurs that it is necessary in order to ensure compliance with the Project Schedule and/or the most recent Detailed Cost Estimate, CMAR may be authorized to self-perform Work without bidding or rebidding the Work. When CMAR self-performs work without bidding, only the actual costs associated with performing the Work in accordance with the approved GMP will be billed and may be subject to audit by PMGAA.
- 3.5.3.5 CMAR shall receive, open, record and evaluate the bids; provided, however, that if CMAR or one of its affiliates is bidding to self-perform the Work that is the subject of the bid, then the bids shall be received, opened, recorded and evaluated by Project Manager instead of

CMAR. Bids for each category of Work shall be opened and recorded at a pre-determined time. The apparent low bidders shall be interviewed to determine the responsiveness of their proposals. In evaluating the responsiveness of bid proposals CMAR, in addition to bid price, may consider the following factors: past performance on similar projects, qualifications and experience of personnel assigned, quality management plan, approach or understanding of the Work to be performed, and performance schedule to complete the Work. The final evaluation of Subcontractor/Supplier bids shall be done with Project Manager in attendance to observe and witness the process. CMAR shall resolve any Subcontractor/Supplier bid withdrawal, protest or disqualification in connection with the award at no increase in the Cost of Work.

3.5.4 CMAR shall be required to prepare two different reports on the subcontracting process.

3.5.4.1 Within fifteen days after each major Subcontractor/Supplier bid opening process; CMAR shall prepare a report for PMGAA's review and approval identifying the recommended Subcontractors/Supplier for each category of Work. The report shall detail: (a) the name of the recommended Subcontractor/Supplier and the amount of the Subcontractor/Supplier bid for each sub-agreement; (b) the sum of all recommended Subcontractor/Supplier bids received; (c) and trade work and its cost that CMAR intends to self-perform, if any.

3.5.4.2 Upon completion of the Subcontractor/Supplier bidding process, CMAR shall submit a summary report to PMGAA of the entire Subcontractor/Supplier selection process. The report shall indicate, by bid process, all Subcontractors/Suppliers contacted to determine interest, the Subcontractors/Suppliers solicited, the bids received and costs negotiated, and the recommended Subcontractors/Suppliers for each category of Work.

3.5.5 The approved Subcontractors/Suppliers shall provide a Schedule of Values with their bid proposals, which shall be used to create the overall Project Schedule of Values.

3.5.6 If after receipt of sub-bids or after award to Subcontractors and Suppliers, PMGAA objects to any nominated Subcontractor/Supplier or to any self-performed Work based upon any reasonable basis, CMAR shall nominate a substitute Subcontractor or Supplier, preferably if such option is still available, from those who submitted Subcontractor bids for the Work affected. Once such substitute Subcontractors and Suppliers are consented to by PMGAA, CMAR's proposed GMP for the Work or portion thereof shall be correspondingly adjusted to reflect any higher or lower costs form any such substitution.

### **3.6 GMP PROPOSAL**

3.6.1 CMAR shall submit a GMP Proposal for the entire Work, and for each phase (if required) of the Work, at the times set forth in the Pre-Construction Schedule included in attached Exhibit A. The GMP Proposal shall be presented in a format acceptable to PMGAA based upon the attached Exhibit D. PMGAA may change the schedule, format, and/or requirements for the GMP Proposal as it deems necessary during Pre-Construction, and may request resubmittal of the GMP Proposal to reflect such changes.

3.6.2 For the purpose of the GMP Proposal, the parties agree that:

1. The CMAR Fee shall be equal to TBD% (percent) of the Direct Costs;
2. General Conditions costs shall be a fixed amount or percentage agreed to as part of the Baseline Cost Model.

3.6.3 The GMP Proposal shall not exceed PMGAA's budget for the construction of the Project, which is \$TBD ("Construction Budget").

3.6.4 When a GMP Proposal is submitted for a phase of the Work, the GMP will have a Detailed Cost Estimate of the Costs of the Work in each phase of the Work that is being proposed plus the current estimate for all other Work. PMGAA will not approve the GMP for the phase of work without a total estimate for the complete Project. PMGAA may request a GMP Proposal for all or any portion of the Project and at any time during pre-construction. Any GMP Proposals submitted by CMAR shall be based

on and consistent with Baseline Cost Model and the current update/revised Detailed Cost Estimate at the time of the request and include any clarifications or assumptions upon which the GMP Proposal(s) are based.

- 3.6.5 A GMP Proposal for the entire Project shall be the sum of the Cost of the Work, CMAR Fee, and General Conditions Cost. CMAR guarantees to complete the Project at or less than the final GMP Proposal amount plus approved Change Orders. CMAR shall be responsible for any costs for expenses that would cause the Cost of the Work actually incurred, including the Construction Fee and General Conditions Costs, to exceed the GMP.
- 3.6.6 CMAR shall prepare its GMP Proposal in accordance with PMGAA's request for GMP Proposal requirements based on the most current completed Drawings and Specifications at that time, which unless otherwise directed by PMGAA in writing, shall be at 100% Construction Drawings. CMAR shall mark the face of each document of each set upon which its GMP Proposal is based. These documents shall be identified as the GMP Plans and Specifications. CMAR shall send one set of those documents to the Project Manager, keep one set and return the third set to the Design Professional.
- 3.6.7 An updated/revised Detailed Project Schedule, Equipment Plan, and Schedule of Values shall be included in any GMP Proposal(s), all of which shall reflect the GMP Plans and Specifications. The Detailed Project Schedule shall be shown in relationship to the Project Schedule and identify any variance to the Baseline Project Schedule. Any such Detailed Project Schedule updates/revisions shall continue to comply with the requirements of Article 3.1.2 through 3.2.5 of this contract.
- 3.6.8 GMP Proposals(s) Review and Approval
- 3.6.8.1 CMAR shall meet with the Project Team to review the GMP Proposal(s) and the written statement of its basis. In the event the Project Team discovers inconsistencies or inaccuracies in the information presented, CMAR shall make adjustments as necessary to the GMP Proposal.
- 3.6.8.2 If during the review and negotiation of GMP Proposals design changes are required, PMGAA may authorize and cause the Design Professional to revise the GMP Plans and Specifications to the extent necessary to reflect the agreed-upon assumptions and clarifications contained in the final approved GMP Proposal. Such revised GMP Plans and Specification will be furnished to CMAR. CMAR shall promptly notify the Project Team in writing if any such revised GMP Plans and Specifications are inconsistent with the agreed upon assumptions and clarifications.
- 3.6.9 All portions of or items comprising the GMP Proposal are subject to audit by PMGAA, as deemed appropriate by PMGAA, including, without limitation, any based upon unit prices or Work to be self-performed by CMAR, or its affiliates.

### **3.7 PAYMENT PROCEDURE FOR PRE-CONSTRUCTION SERVICES**

- 3.7.1 Requests for monthly payments by CMAR for Pre-Construction Services shall be submitted monthly and shall be accompanied by a progress report, detailed invoices and receipts, if applicable. Any requests for payment shall include, as a minimum, a narrative description of the tasks accomplished during the billing period, a listing of any Deliverables submitted, and copies of any Subconsultants' requests for payment, plus similar narrative and listings of Deliverables associated with their Work. Payment for services negotiated as a lump sum shall be made in accordance with the percentage of work completed during the preceding month.
- 3.7.2 In no event will PMGAA pay more than seventy-five (75%) of the Contract Price until final acceptance of ALL Pre-Construction Services, and award of the final approved Construction Services Contract for the entire Project by PMGAA Council. If CMAR does not prepare a GMP Proposal that is acceptable to PMGAA, or the GMP Proposal exceeds PMGAA's Construction Budget, then CMAR understands and

acknowledges that it will forfeit any right to receive the 25% of the Contract Price being retained by PMGAA.

3.7.3 CMAR agrees that no charges or claims for costs or damages of any type shall be made by it for any delays or hindrances beyond the reasonable control of PMGAA during the progress of any portion of Pre-Construction Services specified in this Contract. Such delays or hindrances, if any, shall be solely compensated for by an extension of time for such reasonable period and may be mutually agreed between the parties. It is understood and agreed, however, that permitting CMAR to proceed to complete any such Services, in whole or in part after the date to which the time of completion may have been extended, shall in no way act as a waiver on the part of PMGAA of any of their respective legal rights herein.

3.7.4 No compensation to CMAR shall be allowed contrary to Article I, Chapter I, Title 34 of the Arizona Revised Statutes.

3.7.5 If any service(s) executed by CMAR is abandoned or suspended in whole or in part, for a period of more than 180 days through no fault of CMAR, CMAR is to be paid for the services performed prior to the abandonment or suspension.

### **3.8 ADDITIONAL PRE-CONSTRUCTION SERVICES**

3.8.1 Additional services which are outside the scope of the services required under the Contract Documents shall not be performed by CMAR without prior written Authorization from PMGAA. Additional services, when authorized by an executed written Change Order by PMGAA, shall be compensated for by a fee mutually agreed upon in such Written Change Order between PMGAA and CMAR.

3.8.2 No claim for additional services, extra work done or materials furnished by CMAR shall Be allowed by PMGAA except as provided herein, nor shall CMAR provide any additional services, do any work, or furnish any material(s) not covered by this Contract unless such work or material is first authorized in writing by the Project Manager. Work or material(s) furnished by CMAR without such prior written authorization shall be CMAR's sole jeopardy, cost, and expense, and CMAR hereby agrees that without prior written authorization no claim for compensation for such services, work or materials furnished shall be made, and PMGAA shall not be responsible for such costs.

3.8.3 No Work may be performed under this Pre-construction Services Contract, without prior written approval by PMGAA. As an example, all procurement of long lead time items that must be procured to support the construction schedule or site investigative Work necessary to complete Pre-Construction Services, if done by the CMAR, will be performed only after the long lead time items or investigative Work has been approved and accepted in writing by PMGAA and all such Work shall be done only under an executed Contract for Construction Services, or pursuant to a prior written direction from PMGAA to engage in such procurement..

### **3.9 SURVIVAL OF THE DESIGN SERVICES CONTRACT, DUTIES, OBLIGATIONS AND WARRANTIES**

If the GMP Proposal is accepted by PMGAA and a Construction Contract is entered into between PMGAA and CMAR, the duties, obligations and warranties of CMAR under the Pre-Construction Services Contract survive and are incorporated into the resulting Construction Contract.

## **ARTICLE 4-CONSTRUCTION SERVICES**

If PMGAA accepts CMAR's GMP Proposal, CMAR and PMGAA will enter a Construction Services Contract for Construction of the Project based upon CMAR's Pre-Construction Services performed and

GMP Proposal and detailed Project Schedule submitted pursuant to this Contract. The terms of the Construction Services Contract are being negotiated contemporaneously with this Contract and CMAR agrees to execute the Construction Services Contract, without further modification, upon acceptance by PMGAA of the GMP Proposal. All of CMAR's obligations, duties and warranties in relation to Pre-Construction Services and Deliverables (including specifically the GMP Proposal) survive the completion of this Contract and will be incorporated into the Construction Services Contract.

#### **ARTICLE 5—PMGAA FURNISHED INFORMATION**

- 5.1 PMGAA, at no cost to CMAR, will furnish the following to CMAR:
- 5.1.1 One copy of data in PMGAA's possession or control which PMGAA determines in its discretion to be pertinent to the Work. However, CMAR shall be responsible for searching the records and requesting information it deems reasonably required for the Project.
- 5.1.2 Electronic copies of programs, reports, drawings, and specifications reasonably required by CMAR, to the extent in the possession of PMGAA.
- 5.1.3 Additional information to be provided by PMGAA, if any, is listed below:
- PMGAA Procurement Schedule

#### **ARTICLE 6—CONTRACT TIME**

Contract Duration is **TBD** Calendar Days.

The Pre-Construction Services described in this Contract shall be performed by CMAR in accordance with the Pre-Construction Schedule set forth in attached Exhibit A. Failure on the part of CMAR to adhere to the Pre-Construction Schedule requirements for activities for which it is responsible and in control will be deemed a material breach and sufficient grounds for termination for cause of this Contract by PMGAA.

#### **ARTICLE 7—CONTRACT PRICE**

- 7.1 In exchange for CMAR's full, timely and acceptable performance of the Services under this Contract, and subject to all of the terms of this Contract, PMGAA will pay CMAR a fee of **\$TBD** (the "Contract Price"). The method of payment for this contract is Hourly, Not-to-Exceed. The amount paid shall not exceed **\$TBD** for actual costs incurred, based on the negotiated hourly rates and reimbursement schedule as defined in Exhibit A, Scope of Services.
- 7.2 The Contract Price is all-inclusive, and PMGAA shall not pay any additional amounts, costs expense, except for only those specifically designated reimbursable costs, without markup, as set forth in Exhibit A.

#### **ARTICLE 8—PAYMENTS**

The Contract Price shall be paid based upon the completion of tasks comprising the Pre-Construction Scope of Work as shown in Exhibit A.

#### **ARTICLE 9—CHANGES**

- 9.1 PMGAA reserves the right to make such changes in the plans and specifications for the Work, as it may deem appropriate and any such change as set forth in a written Change Order shall be deemed a part of this Contract as if originally incorporated herein.
- 9.2 If design changes are required, PMGAA's and CMAR's responsibilities shall be in accordance with Article 3.6.8.2 of this Contract.

## **ARTICLE 10—SUSPENSION AND TERMINATION**

### **10.1 TERMINATION BY PMGAA FOR CAUSE**

10.1.1 Criteria for Termination for Cause. PMGAA may terminate the Contract if CMAR:

1. more than once refuses or fails to supply enough properly skilled workers or proper materials;
2. fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the CMAR and the Subcontractors;
3. disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction;
4. breaches any provision of the Contract;
5. fails to furnish PMGAA with assurances satisfactory to PMGAA evidencing the CMAR's ability to complete the work in compliance with all the requirements of the Contract;
6. fails after commencement of the work to proceed diligently and continuously with the work for more than seven (7) days, except as permitted under the Contract and/or;
7. Violates any provision of the PMGAA Rules and Regulations or Minimum Standards, as amended from time to time, and as incorporated into this Contract by reference (Exhibit D).

10.1.2 Effect of Termination for Cause. When any of the above conditions exist, PMGAA, may without prejudice to any other rights or remedies of PMGAA and after giving the CMAR ten (10) days' written notice, terminate the Contract and may:

1. take possession of the Site and all materials, equipment, tools, and construction equipment machinery thereon owned by the CMAR;
2. accept assignment of subcontracts, and
3. finish the work by whatever reasonable method PMGAA may deem expedient.

10.1.3 CMAR Right to Receive Payment. When PMGAA terminates the Contract for one of the reasons stated in Article 10.1.1, the CMAR shall not be entitled to receive further payment until the work is finished.

10.1.4 Costs for Finishing Work. If the unpaid balance of the Contract Sum exceeds costs of finishing the work, including compensation for the Design Professional services and expenses made necessary thereby, such excess shall be paid to the CMAR. If such costs exceed the unpaid balance, the CMAR shall pay the difference to PMGAA.

### **10.2 SUSPENSION BY PMGAA FOR CONVENIENCE.**

10.2.1 PMGAA's Right. PMGAA may, without cause, order the CMAR in writing to suspend, delay or interrupt the work in whole or in part for such period of time as PMGAA may determine.

10.2.2 Adjustment in Contract Sum. An adjustment shall be made for increases in the cost of performance of the Contract, including profit on the increased cost of performance, caused by suspension, delay or interruption. No adjustment shall be made to the extent:

1. that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the CMAR is responsible; or
2. that an equitable adjustment is made or denied under another provision of this Contract.

10.2.3 Method for Adjustment in Contract Sum. Adjustments made in the cost of performance may have a mutually agreed fixed or percentage fee.

### **10.3 PMGAA'S TERMINATION FOR CONVENIENCE.**

10.3.1 Effect of Termination for Convenience. PMGAA reserves the right to terminate the Contract for convenience and without cause even if CMAR has not failed to perform any part of the Contract. Termination of the work



hereunder shall be effected by written notice to the CMAR. Upon receipt of such notice, CMAR shall, unless the notice otherwise directs:

1. Immediately discontinue the work and the placing of all orders and subcontracts in connection with this Contract;
2. Immediately cancel all of the existing orders and subcontracts made hereunder;
3. Immediately transfer to PMGAA all materials, supplies, work in progress, appliances, facilities, machinery and tools acquired by the CMAR in connection with the performance of the Contract, and take such action as may be necessary or as PMGAA may direct for protection and preservation of the work relating to this Contract; and
4. Deliver all plans, Drawings, Specifications and other necessary information to PMGAA.

10.3.2 CMAR's Exclusive Remedy. If PMGAA terminates the Contract for convenience, the following shall be the CMAR's exclusive remedy:

1. Reimbursement of all actual expenditures and costs approved by PMGAA as having been made or incurred in performing the work;
2. Reimbursement of expenditures made and costs incurred with PMGAA's prior written approval in settling or discharging outstanding commitments entered into by the CMAR in performing the Contract; and
3. Payment of profit, in so far as profit is realized hereunder, of an amount equal to the estimated profit on the entire Contract at the time of termination multiplied by the percentage of completion of the work. In no event shall the CMAR be entitled to anticipated fees or profits on work not required to be performed.

10.3.4 Warranties, Guarantees and Indemnified Parties to Remain in Effect. All obligations of the CMAR under the Contract with respect to completion of the work, including but not limited to all warranties, guarantees and indemnities, shall apply to all work completed or substantially completed by the CMAR prior to a convenience termination by PMGAA. Notwithstanding the above, any convenience termination by PMGAA or payments to the CMAR shall be without prejudice to any claims or legal remedies that PMGAA may have against the CMAR for any cause, including liquidated damages assessed for CMAR's delays to any work Milestone Dates.

10.3.5 Conversion of Termination for Cause to Termination for Convenience. Upon a determination that a termination of this Contract other than a termination for convenience under this Article was wrongful or improper for any reason, such termination shall automatically be deemed converted to a convenience termination under this Article 10, and the CMAR's remedy for such wrongful termination shall be limited to the recoveries specified under Section 10.3.2.

10.3.6 Remedy Limited to Damages. In the event that CMAR is terminated, whether for cause or convenience, the CMAR's sole remedy shall be for damages. In no event shall the CMAR be entitled to reinstatement or other equitable relief from a court or through alternative dispute resolution.

10.3.7 Notice that Contract is Subject to Termination Provisions of A.R.S. § 38-511. The parties acknowledge, and as required by law, notice is hereby given that this Contract is subject to A.R.S. § 38-511.

## **ARTICLE 11-INSURANCE**

11.1 CMAR shall provide insurance in accordance with this Article 11.

11.2 CMAR shall provide proof of such insurance and all required endorsements in forms Acceptable to PMGAA prior to commencing any Work or providing any Services under this Contract.

11.3 Failure to provide proof of insurance and the required endorsements acceptable to PMGAA will be a material breach and grounds for termination for cause of this Contract by PMGAA.

11.4 The CMAR and Subcontractors shall purchase from and maintain in a company or companies authorized to do business in Arizona the following insurance against claims for injuries to persons or damages to

property which may arise from or in connection with the performance of the work hereunder by the CMAR, his agents, representatives, employees, or subcontractors. Such insurance shall be effective for the duration of the contract and for three (3) years thereafter.

- 11.5** Workers' Compensation. Workers' Compensation insurance with statutory limits as required by the State of Arizona and Employer's Liability insurance with limits of no less than \$1,000,000 per occurrence for bodily injury, \$1,000,000 per employee for bodily injury by disease and a \$1,000,000 policy limit for bodily injury by disease. Such Workers' Compensation insurance will cover obligations imposed by federal and state statutes having jurisdiction of CMAR's or Subcontractors' employees while performing work at locations other than the Site and shall cover CMAR's employees after Substantial Completion of the work and Subcontractor's employees after Subcontractor has substantially performed its Subcontract.
- 11.6** Commercial General Liability. Commercial General Liability insurance, with a combined single limit of \$5,000,000 per occurrence and in the annual aggregate. Such insurance shall include coverage for Bodily Injury, Property Damage, Personal Injury, Broad Form Property Damage (including Completed Operations), Contractual, CMARs' Protective, Products and Completed Operations, and the hazards commonly referred to as "XCU." This insurance shall also be required for work performed at locations other than the Site, shall cover CMAR after Substantial Completion of the work, and shall cover Subcontractor after Subcontractor has substantially performed its Subcontract. Further, this insurance shall contain a severability of interest provision.
- 11.7** Business Automobile Liability. Business Automobile Liability insurance, with a combined single limit no less than \$1,000,000 combined single limit per accident for Bodily Injury and Property Damage with respect to all vehicles used in performance of the work on or off the Site, whether owned, non-owned, leased, hired, assigned, or borrowed. If CMAR, his agents, representative, employees, or subcontractors are operating in the Air Operations Area (airside), the combined single limit for Bodily Injury and Property Damage shall be no less than \$5,000,000 per accident.
- 11.8** Additional Insured. The policies required by Articles 11.6, and 11.7 herein shall be endorsed to include Phoenix-Mesa Gateway Airport Authority, their Design Professional, their officers' employees, successors and assigns as additional insured, shall provide that the insurance shall be primary, and shall stipulate that any insurance carried by the additional insured and their officers or employees, shall not be contributory insurance.
- 11.9** Waiver. CMAR and Subcontractors waive all rights of recovery against Phoenix-Mesa Gateway Airport Authority and the Design Professional, their directors, officers, employees, successors and assigns, and shall require its insurers to waive all rights of subrogation against Phoenix-Mesa Gateway Airport Authority and the Design Professional, and all of their respective directors, officers, employees, successors and assigns.
- 11.10** CMAR to Provide Certificates of Insurance. Before commencing any work under this Contract, CMAR shall furnish PMGAA with Certificates of Insurance issued by CMAR's and Subcontractors' insurer(s), as necessary, in a form acceptable to PMGAA, as evidence that the insurance policies, including all applicable endorsements, providing the coverage, conditions, and limits required by this Article 11, are in full force and effect. PMGAA has the right to request and receive promptly from the CMAR certified copies of any or all of such insurance policies and/or endorsements. PMGAA will not be obligated, however, to review such certificates, policies, and endorsements, or to advise CMAR of any deficiencies in such documents, and such receipts shall not relieve CMAR from, or be deemed a waiver of, PMGAA's right to insist on strict fulfillment of CMAR's obligations hereunder.
- 11.11** Cancellation Notice. CMAR's and Subcontractors' Certificates of Insurance shall identify the Contract number and shall provide for not less than thirty (30) days' advance notice of any cancellation, termination, or alteration. All such certificates, endorsements, and notices shall be sent to the following:

PMGAA: Phoenix-Mesa Gateway Airport Authority  
Address: 5835 South Sossaman Road  
Mesa, Arizona 85212-6014  
Attn: Mr. Bob Draper, PE – Engineering and Facilities Director

- 11.12 Costs of Insurance. Costs of all insurance coverage required by Section 11.1 are the sole responsibility of the CMAR.
- 11.13 Cancellation of Insurance. In the event any insurance coverage for the work is cancelled or terminated, CMAR agrees to replace the insurance without any lapse of protection to PMGAA.
- 11.14 Contractual Obligations. The stipulation of insurance coverage in this Article 11 shall not be construed to limit, qualify, or waive any liabilities or obligations of CMAR, assumed or otherwise, under this Contract.
- 11.15 Notice of Loss. All physical loss or damage to the work or to PMGAA property must be reported immediately to PMGAA.
- 11.16 Higher Limits. If the CMAR maintains higher limits than the minimums stated in this Article 11, PMGAA requires, and shall be entitled to, coverage for the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to PMGAA.
- 11.17 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to, and approved by, PMGAA. At the option of PMGAA, either: the CMAR shall reduce or eliminate such deductibles; or the CMAR shall provide a financial guarantee satisfactory to PMGAA guaranteeing payment of losses and related investigations, claim administration, and defense expenses.
- 11.18 Claims Made Policy. No Claims Made policies will be accepted.
- 11.19 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of no less than "A-" unless otherwise acceptable to PMGAA.
- 11.20 Subcontractors. CMAR shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CMAR shall ensure that PMGAA is an additional insured on insurance from subcontractors.
- 11.21 Special Risks or Circumstances. PMGAA reserves the right to modify these requirements, including limits, based on the nature of the risk, scope of services, prior experience, insurer, coverage, or other special circumstances

## **ARTICLE 12-INDEMNIFICATION**

- 12.1 To the fullest extent permitted by law, Design Professional or CMAR, its successors, assigns, and guarantors, shall indemnify and hold harmless PMGAA, and its officers and employees, from liabilities, damages, losses and costs, including reasonable attorney fees and court costs, to the extent caused by the negligence, recklessness or intentional wrongful conduct of Design Professional, CMAR, or other persons employed or used by Design Professional or CMAR in the performance of this Contract
- 12.2 If court of law determines that this section is void under A.R.S. § 34-226 because a word, words, or phrase in this section makes this section void under A.R.S. § 34-226, then such word, words, or phrase (as applicable) shall be deemed to be stricken to the extent necessary so that this section is not void under A.R.S. § 34-226 and the remaining obligations shall remain in full force and effect; and the language of this section shall be retroactively reformed to the extent reasonably possible in such a manner so that the reformed language provides essentially the same rights and benefits to the fullest extent permitted by A.R.S. § 34-226(B).

## **ARTICLE 13-DISPUTE RESOLUTION**

- 13.1** All disputes arising out of or relating to the Contract, the Work or the Project shall be resolved pursuant to the Dispute Resolution process set forth in MAG Specifications § 110.
- 13.2** CMAR agrees that during any dispute between the parties, CMAR will continue to perform its obligations under the Contract until such dispute is resolved.
- 13.3** Notwithstanding any other provision in this Contract, PMGAA has the right to immediately file in court and pursue an action for a temporary restraining order and/or injunctive relief against CMAR if PMGAA determines that such action is necessary to protect its interests under the Contract, to obtain specific performance of any provision of the Contract, to advance the completion of the Project, or to protect health, welfare and/or safety, including without limitation, an action of an order directing CMAR to continue or return to construction the Work under the Contract.
- 13.4** PMGAA and CMAR may adjudicate any dispute between them arising out of or relating to this Contract through alternative dispute resolution if they mutually agree. PMGAA and CMAR shall include a similar alternative dispute resolution provision in all agreements with all other contractors, subcontractors, suppliers, and consultants retained for the Project, and they shall require these contractors, subcontractors, and suppliers to include similar alternative dispute resolution provisions in all contracts relating to the Project.

## **ARTICLE 14-ALLOWANCES**

- 14.1** Unless otherwise provided in the Contract Documents:
- 14.1.1** The CMAR shall include in the Contract Price all Allowances stated in the Contract Documents and agreed to in writing by PMGAA.
- 14.1.2** Whenever the cost is more or less than the Allowance, the Contract Sum shall be adjusted accordingly by Change Order.

WITNESS WHERE OF, the parties here to executed this Contract through their duly authorized representatives and bind their respective entities as of the effective date.

**“PMGAA”**

Phoenix-Mesa Gateway Airport Authority, a joint powers airport authority authorized by the State of Arizona

\_\_\_\_\_  
J. Brian O’Neill, A.A.E., Executive Director / CEO

\_\_\_\_\_  
Date

**ATTEST:**

**Signature** \_\_\_\_\_

**Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**“CMAR”**

**Name, a(n)** <xxxxxxx><xxxxxx>

**Signature** \_\_\_\_\_

**Name** \_\_\_\_\_

**Title** \_\_\_\_\_

STATEOFARIZONA )  
 )ss.  
County of Maricopa )

SUBSCRIBED AND SWORN TO before me, the undersigned notary public, by \_\_\_\_\_,  
who was identified as the \_\_\_\_\_ of \_\_\_\_\_, on this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

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

My Commission expires:  
\_\_\_\_\_

## **EXHIBIT A—PRE-CONSTRUCTION SERVICES SCOPE OF WORK AND SCHEDULE**

All terms and conditions are set forth in the Contract. Any terms and conditions and/or exceptions noted in the CMAR's/Design Professional's proposal, GMP, or other documents do not apply unless agreed to in this Contractor approved addendum.

DRAFT

## **EXHIBIT B – COMPLIANCE WITH SPECIFIC GOVERNMENT PROVISIONS**

### **CIVIL RIGHTS - GENERAL**

The contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractor and subtier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

### **CIVIL RIGHTS – TITLE VI ASSURANCES**

#### **TITLE VI COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS**

During the performance of this contract, the CMAR, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

**Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

**Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

**Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

**Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the owner or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the owner or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

**Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the owner will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- a. Withholding payments to the contractor under the contract until the contractor complies; and/or
- b. Cancelling, terminating, or suspending a contract, in whole or in part.

**Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the owner or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the owner to enter into any litigation to protect the interests of the owner. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States. Title VI Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program

#### **TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES**

During the performance of this contract, the CMAR, for itself, its assignees, and successors in interest

(hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

### **FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)**

This contract and all subcontracts that result from this contract incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division



**OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

This contract and all subcontracts that result from this contract incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. CMAR must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The CMAR retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). CMAR must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

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## **EXHIBIT C – SUBMITTAL REQUIREMENTS FOR GMP PROPOSAL**

**Attach CMAR GMP Summary (spreadsheet CMAR to use for calculations)**

1. Unless otherwise instructed, CMAR shall submit three (3) bound copies of any GMP Proposal(s) that includes the following documents, complies with the requirements specified in this Contract and the following instructions. The GMP Proposal(s) shall be organized as follows:
  - A. Table of Contents
  - B. Project Description
  - C. GMP Proposal and the following attachments:
    1. Detailed Cost Estimate upon which the GMP is based, and if for phased work, a total project Detailed Cost Estimate as of the time of the phased GMP Proposal.
    2. List of Subcontractors
    3. Schedule of Manufacturers and suppliers
  - D. Schedule of Values (“SOV”)
  - E. Project Schedule and a variance report to the Baseline Project Schedule
  - F. Construction phasing/traffic control (if applicable)
  - G. List of GMP Plans and Specifications
2. A summary breakdown of the GMP Proposal is shown on page 2 of this Exhibit, along with instructions regarding certain line items. The definitions included in Section 1 of the General Conditions apply to the line items, as appropriate, and set-forth the criteria to be used by CMAR in providing the requested breakdown.
3. The most current version of CMAR’s SOV shall be submitted with the GMP Proposal. Supporting documents for the SOV, including the request for bids, copies of bids received and clarification assumptions used for the particular bid item listed must be provided in an organized manner that correlates with the SOV.
4. The final accepted GMP shall not include any clarifications/assumptions made by CMAR in the preparation of the GMP Proposal, unless any such clarification or assumption is agreed to in writing by PMGAA.
5. The most current version of CMAR’s Detailed Project Schedule shall be submitted with the GMP Proposal with a variance report from the project’s Baseline Schedule. The Detailed Project Schedule shall be prepared as specified in this Contract.
6. A table listing all drawing sheets included in the GMP Plans and Specification shall be included with the GMP package. The table shall include the following information: Sheet Number, Sheet Name, Sheet Version, and Date of Issuance. The GMP Proposal and Specifications, as defined, shall be transmitted as specified in this Contract.

NOTE: The submittal package must be kept as simple as possible all on 8½x11 sheets. Color or shading must be kept to a minimum. If used, make sure the color or shading will not affect the reproduction of the submittal in black and white.

**EXHIBIT D - COMPLIANCE WITH PMGAA PUBLISHED RULES  
AND REGULATIONS AND MINIMUM STANDARDS, AS AMENDED  
FROM TIME TO TIME**

**1. Rules & Regulations (link)**

[http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Rules%20&%20Regulations\\_16-53.pdf?Uniqueifier=5lh2D7nqnG](http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Rules%20&%20Regulations_16-53.pdf?Uniqueifier=5lh2D7nqnG)

**2. Minimum Standards (link)**

<http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Airport%20Minimum%20Standards.pdf?Uniqueifier=5lh2D7nqnG>

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ATTACHMENT F

SAMPLE CONSTRUCTION MANAGER AT RISK CONSTRUCTOIN SERVICES CONTRACT



**General Aviation Services  
Building Remodel**

**CONSTRUCTION MANAGER AT RISK  
(CMAR) CONSTRUCTION  
SERVICES CONTRACT**

**PROJECT NO. 954**

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**EXHIBITS**

- A – ACCEPTED GMP/PRICE PROPOSAL AND PROJECT SCHEDULE (Under Separate Cover)
- B – INSURANCE REQUIREMENTS
- C – COMPLIANCE WITH SPECIFIC GOVERNMENT PROVISIONS
- D – PROJECT SPECIFIC CONDITIONS & PROJECT PLANS AND SPECIFICATIONS (Under Separate Cover)
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## Phoenix Mesa Gateway Airport Authority

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### Construction Manager at Risk

### Construction Services

Project No.: 954

**THIS CONTRACT** is made and entered into on the \_\_\_\_ day of \_\_\_\_\_, 2018, by and between the Phoenix Mesa Gateway Airport Authority, a joint powers airport authority authorized by the state of Arizona, hereinafter called "Owner" and the "Construction Manager at Risk" or "CMAR" designated below. Individually, each is a "Party" and collectively, the "Parties."

NOW, THEREFORE, intending to be legally bound and for valuable consideration, the receipt and sufficiency of which are acknowledged, the Owner and CMAR agree as follows:

### ARTICLE 1 – PARTICIPANTS AND PROJECT

**Owner:** Phoenix-Mesa Gateway Airport Authority

**Project Manager:**

**Telephone:**

**Fax:**

**E-mail:**

**CMAR:** [name], a(n) [type]

**Address**

**City ST Zip**

**Arizona ROC No.:**

**Federal Tax ID No.:**

**CMAR Representative:**

**Telephone:**

**Fax:**

**E-mail:**

**DESIGN PROFESSIONAL:** Name: DWL Architects Planners

Address: 2333 North Central Avenue

Design Professional:

Telephone: 602-264-9731

**Fax:**

**E-mail:**

## **PROJECT DESCRIPTION:**

Insert description

### **ARTICLE 2 – CONTRACT DOCUMENTS**

#### **2.1 CONTRACT DOCUMENTS**

The Contract between Owner and CMAR shall consist of the following Contract Documents:

1. This Contract and all of its Exhibits, including subsequent Specifications and Plans
2. The SOQ requirements, documents CMAR's submittal (2018-024-RFQ)
3. General Conditions
4. General Provisions
5. Special Provisions
6. Any plans and drawings
7. Any amendments or modifications to the foregoing documents, including (a) a written amendment signed by both parties, (b) a Change Order, (c) a Change Directive, (d) Supplementary Instructions, or (e) a written order for a minor change in the work (collectively the "Contract").
8. Guaranteed Maximum Price (GMP)

#### **2.3 PROJECT SPECIFIC CONDITIONS**

If there are any additional conditions that apply to this Project, they are set forth in the attached Exhibit D, and are incorporated herein.

#### **2.4 PROJECT PLANS AND SPECIFICATIONS**

A detailed list of the Plans and Specifications for this Project are set forth in the attached Exhibit D.

### **ARTICLE 3 – PRE-CONSTRUCTION SERVICES**

Although CMAR has performed Pre-Construction Services pursuant to a separate Contract between Owner and CMAR, the completion, quality and accuracy of those services and the deliverables provided by Owner thereunder directly impact CMAR's performance of its obligations under this Contract. Therefore, all of CMAR's obligations, duties, and warranties in relation to Pre-Construction Services and deliverables survive completion of the Pre-Construction Services Contract and are incorporated herein. Any breach of any of CMAR's duties, obligations, or warranties under the Pre-Construction Services Contract shall likewise be considered a breach of this Contract.

### **ARTICLE 4 – CONSTRUCTION SERVICES**

#### **4.1 GENERAL**

- 4.1.1 CMAR agrees at its own cost and expense, to do all work necessary and required to fully, timely and properly complete the construction of the Project in strict accordance with the Contract Documents in a good and

workmanlike manner, free and clear of all claims, liens, and charges whatsoever, in the manner and under the conditions specified, and within the Project Schedule included in Exhibit A of this Contract.

- 4.1.2 CMAR shall provide all of the labor and materials, and perform the Work in accordance with the General Conditions and General Provisions. Some but not all of the major components of the Construction Services and the corresponding subsections of Section 4 of the General Conditions are set forth below.
- 4.1.3 At all times relevant to the Contract and performance of the Work, the CMAR and its subcontractors shall fully comply with all Laws, Regulations, or Legal Requirements applicable to Owner, the Project and the Contract, including, without limitation, those set forth on attached Exhibit C and Article 3 of the General Conditions.
- 4.1.4 CMAR shall perform the Work under this Contract using only those firms, team members and individuals designated by CMAR consistent with the Statement of Qualifications dated March 1, 2018, the GMP Proposal, or otherwise approved by Owner pursuant to the General Conditions. No other entities or individuals may be used without prior approval of the Project Manager.
- 4.1.5 CMAR will comply with all terms and conditions of the General Conditions, General Provisions and Special Provisions, as well as the Owner's published Rules & Regulations and Minimum Standards (Exhibit J).
- 4.1.6 In the event of a conflict between this Contract and the General Conditions, General Provisions, Special Provisions or any exhibit hereto or appendix thereto, the terms of this Contract shall control, but nothing in this contract shall be construed so as to either (i) Violate any term or condition of the Owner's published Rules & Regulations or Minimum Standards; or (ii) Violate Owner's mandatory subordination to its federal obligations, pursuant to Federal Aviation Administration ("FAA") Policies (2009) (including, but not limited to § 1.1, § 1.5, § 12.3, §10, § 14.1, *et. seq.*) and federal statutory authority, including, but not limited to, 49 U.S.C. §40103(a) (establishes the federal government's total dominance over the airspace of the United States, including, U.S. airports).
- 4.1.7 **Ownership of Work Product.** Notwithstanding anything to the contrary in this Contract, all Work Product prepared or otherwise created in connection with the performance of this Contract, including the Work, are to be and remain the property of Owner. For purposes of this provision, "Work Product" shall include all designs, drawings, plans, specifications, ideas, renderings and other information or matter, in whatever form created (e.g., electronic or printed) and in all media now known or hereinafter created. All Work Product shall be considered Work Made for Hire as defined in the United States Copyright Act 17 U.S.C. § 101 (Copyright Act). If for any reason any such Work is found not to be a work for hire, CMAR hereby transfers and assigns ownership of the copyright in such Work to Owner. The rights in this section are exclusive to Owner in perpetuity.

#### **4.2 CMAR's PRE-CONTRACT AND PRE-WORK DELIVERABLES**

The CMAR will provide the insurance and bond(s) requirements in accordance with Article 11 of the General Conditions prior to any work commencing.

Owner will obtain and pay for all permits necessary for the work.

#### **4.3 PRE-CONSTRUCTION CONFERENCE**

CMAR shall attend the Pre-Construction Conference.

#### **4.4 PERFORMANCE OF THE WORK (INCLUDING FIELD MEASUREMENTS, SUBCONTRACTORS, AND SUPPLIERS)**

CMAR shall perform the Work in accordance with the General Conditions.

#### **4.5 CONTROL OF THE PROJECT SITE**

CMAR shall control and maintain the Project Site in accordance with Article 4 of the General Conditions.

#### **4.6 PROJECT SAFETY**

CMAR shall implement and enforce Project safety in accordance with Article 10 of the General Conditions.



#### **4.7 MATERIALS QUALITY, SUBSTITUTIONS AND SHOP DRAWINGS**

CMAR shall provide materials testing and submit substitute materials and Shop Drawings in accordance with Article 3 of the General Conditions.

#### **4.8 PROJECT RECORD DOCUMENTS**

CMAR shall maintain and make available the Project Record Documents in accordance with Article 3.12 of the General Conditions.

#### **4.9 WARRANTY AND CORRECTION OF DEFECTIVE WORK**

CMAR shall provide warranties and correct defective Work in accordance with Article 3.6 of the General Conditions.

### **ARTICLE 5 – OWNER RESPONSIBILITIES**

5.1 Owner shall have the responsibilities, and provide the information specified in, and subject to the conditions set forth throughout the Contract Documents.

5.2 Additional information to be provided by Owner, if any, is listed below:

Final contract documents, including, but not limited to General Conditions, General Provisions, Special Provisions, applicable as-built drawings, stamped Construction Documents and Technical Specifications.

### **ARTICLE 6 – CONTRACT TIME**

**Contract Duration is a X calendar days or a fixed date with a Final Completion no later than MM/DD/YR.**

#### **6.1 CONTRACT TIME**

6.1.1 The Contract Time shall start with the Notice to Proceed (“NTP”) and end with Final Acceptance, as set forth in Article 6.4 below. The Notice to Proceed cannot be issued prior to the approval and acceptance by Owner of the GMP or Fixed Price.

6.1.2 CMAR agrees that it will commence performance of the Work and complete the Project through both Substantial Completion and Final Completion within the Contract Time.

6.1.3 Time is of the essence of this Contract, for the Project, and for each phase and/or designated Milestone thereof.

#### **6.2 PROJECT SCHEDULE**

The Project Schedule approved as part of the GMP Proposal and incorporated herein as part of the attached Exhibit A shall be updated and maintained throughout CMAR’s performance under this Contract in accordance with Article 3 of the General Conditions.

6.2.1 Failure on the part of CMAR to adhere to the approved Project Schedule will be deemed a material breach and sufficient grounds for termination for cause of this Contract by Owner.

#### **6.3 SUBSTANTIAL COMPLETION**

Substantial Completion shall be achieved not later than the Substantial Completion Date set forth in the Project Schedule. Substantial Completion shall be determined in accordance with Article 9.8 of the General Conditions.

#### **6.4 FINAL COMPLETION AND FINAL ACCEPTANCE**

6.4.1 Final Completion will be obtained within the time period set forth in the Project Schedule.

6.4.2 Final Completion will be determined, and a Final Acceptance will be issued, pursuant to Article 9.9 of the General Conditions.

## 6.5 LIQUIDATED DAMAGES

6.5.1 **Final Completion Liquidated Damages.** For the same reason set forth in Article 6.1.3 above, Owner and CMAR further agree that if CMAR fails to achieve Final Completion of the Work within the time set forth in Article 6.4.1 above, Owner shall be entitled to retain or recover from CMAR, as liquidated damages and not as a penalty, the following per diem amounts (which the Parties agree is a reasonable approximation of any resulting

damages) commencing from the actual date of Substantial Completion or the Final Completion Date as required under the Contract, whichever is later, until the actual date of Final Completion:

**\$x,xxx per calendar day.**

6.5.2 Owner may deduct liquidated damages described in this Article 6.5 above from any unpaid amounts then or thereafter due CMAR under this Agreement. Any liquidated damages not so deducted from any unpaid amounts due CMAR shall be payable to Owner at the demand of Owner, together with interest from the date of the demand at the highest lawful rate of interest payable by CMAR.

## ARTICLE 7 – CONTRACT PRICE

### 7.1 CONTRACT PRICE

7.1.1 In exchange for CMAR's full, timely, and acceptable performance and construction of the Work under this Contract, and subject to all of the terms of this Contract, Owner will pay CMAR the "Contract Price" which:

The sum of the CMAR's Fee and reimbursable Cost of the Work, which the CMAR guarantees will not exceed the GMP set forth in Exhibit A, in the amount of \$ **TBD**. Costs which would cause the GMP to be exceeded shall be paid by CMAR without reimbursement from Owner.

7.1.2 The Contract Price is all-inclusive and specifically includes all fees, costs, insurance and bond premiums, and taxes any type necessary to fully, properly and timely perform and construct the Work encompassed in attached Exhibit A.

7.1.3 The contract price may only be changed as set forth in the Contract Documents.

7.1.4 Only costs specifically designated as reimbursable costs are eligible for payment by Owner or may be charged against the Contract Price. All other costs will not be paid by Owner and shall not be chargeable against the Contract Price.

7.1.5 For Contract Amendments, Change Orders, or Job Orders reimbursable costs shall be determined pursuant to MAG Specifications 109.5.

### 7.2 ALLOWANCES

Contractor shall include in the Contract Price all Allowances stated in the Contract Documents and agreed to in writing by Owner. Items covered by these Allowances shall be supplied for such amounts and by such persons as Owner may direct, provided Contractor will not be required to employ persons against whom Contractor makes a reasonable objection. Materials and equipment under an Allowance shall be selected by Owner in accordance with a schedule to be mutually agreed upon by Owner, Design Professional and Contractor or otherwise in reasonably sufficient time to avoid delay in the Work.

7.2.1 Unless otherwise provided in the Contract Documents:

7.2.1.1 These Allowances shall cover the cost to Contractor, less any applicable trade discount, of the Materials and equipment required by the Allowances, delivered at the Site, and all applicable taxes;

7.2.1.2 Contractor's costs for unloading and handling on the Site, labor, installation costs, overhead, profit and other expenses relating to Materials and Equipment required by the Allowance shall be included in the Contract Sum and not in the Allowance; and

7.2.1.3 Whenever the cost is more or less than the Allowance, the Contract Sum shall be adjusted accordingly by Change Order, the amount of which will recognize the difference between actual costs for an Allowance item and the amount of the Allowance item and changes, if any, in handling costs on the Site, labor, installation costs, overhead, profit and other expenses.

### **7.3 CONTINGENCY**

An agreed to amount in the GMP that may only be used in accordance with the terms set forth in these General Conditions and with prior written approval by Owner.

### **7.4 FINAL PAYMENT**

If the Contract Price is based upon a GMP, as a further condition precedent to Final Payment by Owner, Contractor must submit to the Project Manager a complete final accounting of the Actual Reimbursable Cost of the Work, including all such documentation (including, without limitation, invoices, subcontracts, subcontractor change orders, purchase orders, records of payment, etc.) as Owner may require, to establish whether the payments made to Contractor equal, exceed, or are less than the Actual Reimbursable Cost of the Work to date.

Any excess payments by Owner, as determined by the Project Manager, shall be deducted from the one-half retention payment to be made to Contractor, and any additional excess amounts paid to Contractor shall be refunded by Contractor to Owner. Disputes relating to the Final Cost of the Work shall be subject to Owner's audit rights under Article 13.14 of the General Conditions and 7.5 below, and the dispute resolution process under Article 4 of the General Conditions.

### **7.5 OPEN BOOK**

On any GMP-based or Change Order, Owner may attend any and all meetings or discussions pertaining to the Project, including bid openings, and shall have access to all books, invoices, accounts, memoranda, correspondence, and written communications or records of any kind pertaining to the Project, including without limitation, those stored in electronic format.

## **ARTICLE 8 – PAYMENT**

Payments shall be made to CMAR in accordance with Article 9 of the General Conditions and Article 7 above.

## **ARTICLE 9 – CHANGES TO THE CONTRACT**

Changes to the Contract may be made in strict accordance with Article 7 of the General Conditions.

## **ARTICLE 10 – SUSPENSION AND TERMINATION**

This Contract may be suspended and/or terminated in accordance with Article 14 of the General Conditions.

## **ARTICLE 11 – INSURANCE AND BONDS**

- 11.1 CMAR shall provide insurance as provided on the attached Exhibit B, and in accordance with Article 11 of the General Conditions. CMAR shall provide proof of such insurance and all required endorsements in forms acceptable to Owner prior to commencing any Work under this Contract.
- 11.2 CMAR shall provide performance and payment bonds to Owner in accordance with Article 11 of the General Conditions and A.R.S. § 34-610(A).
- 11.3 Failure to provide proof of insurance and the required endorsements, or the required bonds, in forms acceptable to Owner will be material breach and grounds for termination for cause of this Contract by Owner.

**ARTICLE 12 – INDEMNIFICATION**

CMAR shall have and assume the indemnity obligations set forth in Article 3 of the General Conditions.

**ARTICLE 13 – DISPUTE RESOLUTION**

Any claims or disputes relating to this Contract shall be resolved according to the dispute resolution process set forth in Article 4 of the General Conditions.

**ARTICLE 14 – MISCELLANEOUS PROVISIONS**

The miscellaneous provisions set forth in Article 13 of the General Conditions shall apply to this Contract.

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IN WITNESS WHEREOF, the parties hereto executed this Contract through their duly authorized representatives and bind their respective entities as of the effective date.

**“OWNER”**  
**PHOENIX MESA GATEWAY AIRPORT AUTHORITY,**  
**a joint powers airport authority, authorized by the**  
**State of Arizona**

**“CMAR”**  
**Name, a(n) type**

By: \_\_\_\_\_  
J. Brian O’Neill, A.A.E.

Title: Executive Director/CEO

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

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

Title: \_\_\_\_\_

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

**ATTEST:**

By: \_\_\_\_\_  
Official Record Keeper

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

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**EXHIBIT A – ACCEPTED GMP/PRICE PROPOSAL AND**  
**PROJECT SCHEDULE (Under Separate Cover)**

All terms and conditions are set forth in the Contract. Any terms and conditions and/or exceptions noted in the CMAR's proposal, GMP, or other documents do not apply unless agreed to in this Contract or an approved addendum.

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## **EXHIBIT B – INSURANCE REQUIREMENTS**

### **MINIMUM INSURANCE REQUIREMENTS**

The CMAR and its Subcontractors shall purchase from and maintain in a company or companies authorized to do business in Arizona the following insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CMAR, his agents, representatives, employees, or subcontractors. Such insurance shall be effective for the duration of the contract and for ten (10) years thereafter.

**Workers' Compensation.** Workers' Compensation insurance with statutory limits as required by the State of Arizona and Employer's Liability insurance with limits of no less than \$1,000,000 per occurrence for bodily injury, \$1,000,000 per employee for bodily injury by disease and a \$1,000,000 policy limit for bodily injury by disease. Such Workers' Compensation insurance will cover obligations imposed by federal and state statutes having jurisdiction of CMAR's or Subcontractors' employees while performing work at locations other than the Site and shall cover CMAR's employees after Substantial Completion of the work and Subcontractor's employees after Subcontractor has substantially performed its Subcontract.

**Commercial General Liability.** Commercial General Liability insurance, with a combined single limit of \$5,000,000 per occurrence and in the annual aggregate. Such insurance shall include coverage for Bodily Injury, Property Damage, Personal Injury, Broad Form Property Damage (including Completed Operations), Contractual, Contractors Protective, Products and Completed Operations, and the hazards commonly referred to as "XCU." This insurance shall also be required for work performed at locations other than the Site, shall cover CMAR after Substantial Completion of the work, and shall cover Subcontractor after Subcontractor has substantially performed its Subcontract. Further, this insurance shall contain a severability of interest provision.

**Business Automobile Liability.** Business Automobile Liability insurance, with a combined single limit no less than \$5,000,000 combined single limit per accident for Bodily Injury and Property Damage with respect to all vehicles used in performance of the work on or off the Site, whether owned, non-owned, leased, hired, assigned, or borrowed.

**Builder's Risk.** Builder's Risk Insurance in the amount of the Contract Sum and subsequent modifications to insure against loss or damage to the entire work on a replacement cost basis without voluntary deductibles and no coinsurance penalty provisions. The CMAR shall maintain this Builder's Risk insurance, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of the insurance, until Final Payment has been made under Section 9.9.2 of the General Conditions or until no person or entity other than PMGAA has an insurable interest in the work, whichever is earlier.

**All-Risk Insurance.** The Builder's Risk insurance shall be on an "all-risk" policy and shall insure against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition related to enforcement of any applicable legal requirements. Coverage shall also cover the interests of CMAR and CMAR's subcontractors of all tiers with respect to the the Project and shall cover reasonable compensation for Engineer's services and expenses required as a result of an insured loss, but it will not cover CMAR's or CMAR's subcontractors' tools or equipment that will not become part of the work to be accepted by PMGAA.

**Additional Insured.** The policies required for Commercial General Liability and Business Automobile Liability herein shall be endorsed to include Phoenix-Mesa Gateway Airport Authority and the Engineer and their officer's employees, successors and assigns as additional insured, shall provide that the insurance shall be primary, and shall stipulate that any insurance carried by the additional insured and their officers or employees, shall not be contributory insurance.

**Waiver.** CMAR and its Subcontractors waive all rights of recovery against Phoenix-Mesa Gateway Airport Authority and the Engineer, their directors, officers, employees, successors and assigns, and shall require its insurers to waive

all rights of subrogation against Phoenix-Mesa Gateway Airport Authority and the Engineer, and all of their respective directors, officers, employees, successors and assigns.

**Certificates of Insurance.** Before commencing any work under this Contract, CMAR shall furnish Owner with Certificates of Insurance issued by CMAR's and Subcontractors' insurer(s), as necessary, in a form acceptable to Owner, as evidence that the insurance policies, including all applicable endorsements, providing the coverage, conditions, and limits required by this section and those contained in Article 11 of the General Conditions, are in full force and effect. Owner has the right to request and receive promptly from the CMAR certified copies of any or all of such insurance policies and/or endorsements. Owner will not be obligated, however, to review such certificates, policies, and endorsements, or to advise CMAR of any deficiencies in such documents, and such receipts shall not relieve CMAR from, or be deemed a waiver of, Owner's right to insist on strict fulfillment of CMAR's obligations hereunder.

**Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to, and approved by, Owner. At the option of Owner, either: the CMAR shall reduce or eliminate such deductibles; or the CMAR shall provide a financial guarantee satisfactory to the Owner guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

**Claims Made Policy.** No Claims Made policies, other than Professional Liability, Cyber Liability or Pollution Legal Liability (if applicable to this Contract), will be accepted.

**Acceptability of Insurers.** Insurance is to be placed with insurers with a current A.M. Best rating of no less than "A" unless otherwise acceptable to the Owner.

**Subcontractors.** CMAR shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CMAR shall ensure that Owner is an additional insured on insurance from subcontractors.

**Special Risks or Circumstances.** Owner reserves the right to modify these requirements, including limits, based on the nature of the risk, scope of services, prior experience, insurer, coverage, or other special circumstances

**CMAR agrees to additional insurance requirements and conditions as set forth in Article 11 of the General Conditions.**

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## **EXHIBIT C – COMPLIANCE WITH SPECIFIC GOVERNMENT PROVISIONS**

### **CIVIL RIGHTS - GENERAL**

The contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractor and subtier contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

### **CIVIL RIGHTS – TITLE VI ASSURANCES**

#### **TITLE VI COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

**Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

**Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.

**Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.

**Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the owner or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the owner or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

**Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the owner will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:

- c. Withholding payments to the contractor under the contract until the contractor complies; and/or
- d. Cancelling, terminating, or suspending a contract, in whole or in part.

**Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the owner or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the owner to enter into any litigation to protect the interests of the owner. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States. Title VI Clauses for Construction/Use/Access to Real Property Acquired Under the Activity, Facility or Program

## **TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);

The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English

proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

### **FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)**

This contract and all subcontracts that result from this contract incorporate by reference the provisions of 29 CFR part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers.

The contractor has full responsibility to monitor compliance to the referenced statute or regulation. The contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division

### **OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

This contract and all subcontracts that result from this contract incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

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**EXHIBIT D – PROJECT SPECIFIC CONDITIONS &  
PROJECT PLANS AND SPECIFICATIONS (Under Separate Cover)**

**1. All Specifications**

Specification Title: \_\_\_\_\_ Date: \_\_\_\_\_

**2. Plans**

Drawing Title: \_\_\_\_\_ Date: \_\_\_\_\_

Project Number: \_\_\_\_\_

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**EXHIBIT E – REQUIRED FORMS**

**STATUTORY PERFORMANCE BOND**

PURSUANT TO TITLE 34, CHAPTER 2, ARTICLE 2, ARIZONA REVISED STATUTES

KNOW ALL MEN BY THESE PRESENTS:

That, \_\_\_\_\_, (hereinafter called the Principal), as Principal, and the \_\_\_\_\_, a corporation duly organized under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_, (hereinafter called the Surety), as Surety, are held and firmly bound unto Phoenix-Mesa Gateway Airport Authority, Maricopa County, Arizona (hereinafter called the Obligee), in the amount of \_\_\_\_\_ (\$ \_\_\_\_\_), for the payment of which the Principal and Surety bind themselves and their heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with Obligee, dated the \_\_\_\_\_ day of \_\_\_\_\_, 201\_ to construct the following projects under the **Authority Solicitation No. 2018-024-RFQ; CMAR for Project Name (Authority Project No. 954)**, which contract is hereby referred to and made a part of this bond as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal faithfully performs and fulfills all of the undertakings, covenants, terms, conditions, and agreements of the contract during the original term of the contract and any extension of the contract, with or without notice to the Surety, and during the life of any guaranty required under the contract, and also performs and fulfills all the undertakings, covenants, terms, conditions, and agreements of all duly authorized modifications of the contract that may hereafter be made, notice of which modifications to the Surety being hereby waived, the above obligation is void. Otherwise it remains in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statutes, and all liabilities on this bond shall be determined in accordance with the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statutes, to the same extent as if they were copied at length in this agreement.

The prevailing party in a suit on this bond shall recover as part of the judgment to reasonable attorney fees that may be fixed by a judge of the court.

Witness our hands this \_\_\_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
**AGENCY OF RECORD, STATE OF ARIZONA**

\_\_\_\_\_  
**PRINCIPAL**

BY: \_\_\_\_\_

\_\_\_\_\_  
AGENCY ADDRESS

\_\_\_\_\_  
TITLE:

\_\_\_\_\_  
**SURETY**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

BOND NUMBER: \_\_\_\_\_

ATTACH SURETY POWER OF ATTORNEY

**STATUTORY PAYMENT BOND**

PURSUANT TO TITLE 34, CHAPTER 2, ARTICLE 2, ARIZONA REVISED STATUTES

**KNOW ALL MEN BY THESE PRESENTS:**

That, \_\_\_\_\_, (hereinafter called the Principal), as Principal and \_\_\_\_\_, a corporation duly organized under the laws of the State of \_\_\_\_\_, with its principal office in the City of \_\_\_\_\_, (hereinafter called the Surety), as Surety, are held and firmly bound unto Phoenix-Mesa Gateway Airport Authority, Maricopa County, Arizona (hereinafter called the Obligee), in the amount of \_\_\_\_\_ (\$\_\_\_\_\_), for the payment of which the Principal and Surety bind themselves and their heirs, administrators, executors, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written Contract with Obligee, dated the \_\_\_ day of \_\_\_\_\_, 201\_ to construct the following projects under the **Authority Solicitation No. 2018-024-RFQ: CMAR for Project Name (Authority Project No. 954)**, which contract is hereby referred to and made a part of this bond as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal promptly pays all monies due to all persons supplying labor or materials to the Principal or the Principal’s subcontractors in the prosecution of the work provided for in the contract, this obligation is void. Otherwise it remains in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statues, and all liabilities on this bond shall be determined in accordance with the provisions of Title 34, Chapter 2, Article 2, Arizona Revised Statues, to the same extent as if they were copied at length in this agreement.

The prevailing party in a suit on this bond shall recover as part of the judgment reasonable attorney fees that may be fixed by a judge of the court.

Witness our hands this \_\_\_\_\_ day of \_\_\_\_\_, 201\_.

\_\_\_\_\_  
**AGENCY OF RECORD, STATE OF ARIZONA**

\_\_\_\_\_  
**PRINCIPAL**

BY: \_\_\_\_\_

\_\_\_\_\_  
AGENCY ADDRESS

\_\_\_\_\_  
TITLE:

\_\_\_\_\_  
**SURETY**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

**BOND NUMBER:** \_\_\_\_\_

**ATTACH SURETY POWER OF ATTORNEY**

# CERTIFICATE OF SUBSTANTIAL COMPLETION

(To be completed by Owner/Architect)

I hereby certify that \_\_\_\_\_ has substantially completed  
(Name of CMAR)

The work under the following project:

**PROJECT NAME Authority Solicitation No. 2018-024-RFQ, Authority Project No. 954**

in accordance with the contract documents and bid specifications, and all activities required by the Contractor under the Contract have been substantially completed as of \_\_\_\_\_ (date).

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

By: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

# CERTIFICATE OF FINAL COMPLETION

(To be Completed by CMAR)

I hereby certify that all goods and/or services required by **PHOENIX-MESA GATEWAY AIRPORT AUTHORITY**, have been delivered in accordance with the Contract Documents and Specifications, and all activities required by the CMAR under the Contract have been completed, including all items on the final punch list, including administrative items, as of \_\_\_\_\_ (date).

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

Principal: \_\_\_\_\_

(Name)

\_\_\_\_\_

(Title)

\_\_\_\_\_

(Signature)

\_\_\_\_\_

(Date)



**CMAR'S AFFIDAVIT REGARDING  
SETTLEMENT OF CLAIMS**

Gentlemen:

This is to certify that all lawful claims for materials, rental of equipment and labor used in connection with the construction of the above project, whether by subcontractor or claimant in person, have been duly discharged.

The undersigned, for the consideration of \$\_\_\_\_\_, as set out in the final pay estimate, as full and complete payment under the terms of the contract, hereby waives and relinquishes any and all further claims or right of lien under, in connection with, or as a result of the above described project. The undersigned further agrees to indemnify and save harmless **PHOENIX-MESA GATEWAY AIRPORT AUTHORITY, ARCHITECT**, the OWNER's **DESIGNATED CONSTRUCTION ADMINISTRATOR**, their employees, agents or representatives, against any and all liens, claims of liens, suits, actions, damages, charges and expenses whatsoever, which said OWNER and Architect may suffer arising out of the failure or the undersigned to pay for all labor performances and materials furnished for the performance of said installation.

Signed and dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
CMAR

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

STATE OF ARIZONA    )  
                                  )        ss  
COUNTY OF         )

The foregoing instrument was subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
(Notary Public)

\_\_\_\_\_  
(My Commission Expires)

## APPLICATION AND CERTIFICATE FOR PAYMENT

CONSULTANT: \_\_\_\_\_

CMAR: \_\_\_\_\_

Application No. \_\_\_\_\_ Period From \_\_\_\_\_ To: \_\_\_\_\_

---

Application is made for payment, as shown below, and on the attached Construction Progress Estimate Form, in accordance with the Contract Documents:

Original GMP: \$ \_\_\_\_\_

Approved Change Orders and Dates:

Change Order No.1                      Date \_\_\_\_\_ \$ \_\_\_\_\_

Change Order No.2                      Date \_\_\_\_\_ \$ \_\_\_\_\_

Change Order No.3                      Date \_\_\_\_\_ \$ \_\_\_\_\_

Total Change Orders Approved to Date: \$ \_\_\_\_\_

Adjusted GMP \$ \_\_\_\_\_

Total Amount Due to Date  
(from attached Construction Progress Estimate) \$ \_\_\_\_\_

Retainage \_\_\_\_\_ % \$ \_\_\_\_\_

Total Earned Less Retainage \$ \_\_\_\_\_

Less Previous Certificates for Payment \$ \_\_\_\_\_

Currently Payment Due \$ \_\_\_\_\_

Notice to Proceed Date \_\_\_\_\_ Date of Substantial Completion \_\_\_\_\_

Time Used \_\_\_\_\_ % Complete \_\_\_\_\_ %

**NOTICE OF INTENT TO AWARD CMAR CONTRACT**

CMAR Name  
CMAR Address

**Attn: CMAR Project Manager**

**Re:**

**PROJECT NAME**

**Authority Project No. 954**

**Authority Solicitation No. 2018-024-RFQ**

Phoenix-Mesa Gateway Airport Authority, a joint powers airport authority authorized by the State of Arizona (Owner), has considered the Statement of Qualifications (SOQ) submitted and interview performed (if applicable) by your firm for the above described WORK in response to the Advertisement for SOQ's dated January 29, 2018. You are hereby notified that you were awarded this CMAR Contract by Phoenix-Mesa Gateway Airport Authority on \_\_\_\_\_, in the amount of \$\_\_\_\_\_. You are required by the Terms and Conditions of this bid to execute the Construction Contract and to furnish Contractor's Performance and Payment Bonds

and submit the appropriate Certificate(s) of Insurance within fifteen (15) calendar days from this Notice.

If you fail to execute the Construction Contract, furnish the required bonds, and submit Insurance Certificate(s) within

Fifteen (15) calendar days from the date of this Notice, the Owner will consider this as a forfeiture of your consideration

to be selected as CMAR. The Owner will be entitled to such other rights as may be granted by law.

A pre-construction meeting is scheduled for \_\_\_\_\_ 201\_\_, at \_\_\_\_\_ in the Phoenix-Mesa Gateway Airport Authority Board Room, 5835 South Sossaman Road, Mesa.

You are required to return an acknowledged copy of the NOTICE OF AWARD to the Phoenix-Mesa Gateway Airport Authority.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

**PHOENIX-MESA GATEWAY AIRPORT AUTHORITY, a joint powers airport authority authorized by the State of Arizona**

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

Title: \_\_\_\_\_

**ACCEPTANCE OF NOTICE:**

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

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

Title: \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

NOTARY PUBLIC

My Commission Expires

## NOTICE TO PROCEED

CMAR Name  
CMAR Address

Attn:

**PROJECT NAME**  
**Authority Project No. 954**  
**Authority Solicitation No. 2018-024-RFQ**

Dear \_\_\_\_\_:

You are unconditionally authorized to proceed with the above-referenced project effective the date of this letter. The contract time is \_\_\_\_ calendar days. All work shall be performed strictly in accordance with the Contract Documents, including all project schedule requirements.

Your contact for this project is [name], phone no. (xxx) xxx-xxxx and all project communications should be directed to him. If the preconstruction conference has not already occurred, he will contact you shortly about scheduling it.

Remember, the Owner must approve *in writing* any and all changes in the project scope of work before you start work on the change.

Phoenix-Mesa Gateway Airport Authority looks forward to a successful project with your firm.

Sincerely,

**PHOENIX-MESA GATEWAY AIRPORT AUTHORITY, a joint powers airport authority authorized by the State of Arizona**

Authorized Representative

**CHANGE ORDER**

PROJECT: PROJECT NAME

CHANGE ORDER NO: \_ \_

Authority Project No. 954  
Authority Solicitation No. 2018-024-RFQ

TO CMAR: Name,  
address

CONTRACT NO: \_\_\_\_\_

CONTRACT DATE: \_\_\_\_\_, 201\_

**The Contract is changed as follows.** CMAR shall provide all labor, materials, equipment, services, transportation, utilities, and facilities to perform all of the following changes: *[describe]*.

This Change Order shall constitute a final settlement of all matters relating to the change in the work that is the subject of the Change Order, including but not limited to all direct or indirect costs associated with such change, all delay and disruption costs, any impact such change may have on unchanged work, and any and all adjustments to the Contract Sum or the Contract Time. This Change Order supersedes all prior reservations stated or implied.

**Not Valid until signed by the Owner, Architect, and CMAR.**

The original **Contract Sum** was .....\$ \_\_\_\_\_  
Net change by previously authorized Change Orders .....\$ \_\_\_\_\_  
The **Contract Sum** prior to this Change Order was.....\$ \_\_\_\_\_  
The **Contract Sum** will be **increased** [or **decreased**] by this Change Order .....\$ \_\_\_\_\_  
The new **Contract Sum** including this Change Order is .....\$ \_\_\_\_\_

The Contract Time will be **unchanged** [or **increased/decreased by** \_\_\_\_\_ **calendar days.**]

The Substantial Completion date for base contract work is **unchanged** [or **changed to** \_\_\_\_\_, **201\_.**]

*[CMAR],*

**Owner**

By \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

It's \_\_\_\_\_

It's \_\_\_\_\_

**Architect Name**

By \_\_\_\_\_ Date \_\_\_\_\_

It's \_\_\_\_\_

**CONDITIONAL  
FULL RELEASE OF ALL CLAIMS AND WAIVER OF LIEN  
UPON FINAL PAYMENT  
(CMAR)**

WHEREAS, the undersigned, \_\_\_\_\_ (CMAR) has furnished labor, materials, and services and/or equipment for the construction of the **Project Name, Authority Project No. 954**, at the Phoenix-Mesa Gateway Airport, Maricopa County, State of Arizona, on the Property of the Phoenix-Mesa Gateway Airport Authority, Mesa, Arizona.

NOW, THEREFORE, the undersigned, on receipt of a check from the Owner payable to the CMAR in the sum of \$ \_\_\_\_\_, said sum representing full and final payment for the above-mentioned labor, materials, services and/or equipment, does hereby waive and release any and all liens, claims of lien, and demands whatsoever that now exist or may hereafter accrue against the Owner and the Property on account of labor and materials furnished by the undersigned.

The undersigned warrants that all materials and labor placed by the undersigned in the Project are free from any claims, liens, or encumbrances and that all bills and obligations incurred for labor, taxes, withholding taxes based on payroll and payable to the United States of America or State of Arizona, premiums under a voluntary disability insurance policy, if any, carried with a private insurer, and payments to all union health, welfare, pension, apprentice training and vacation funds applicable for workmen employed on the above-described Project, in connection with the work of improvement on the Project, have been paid in full. The undersigned warrants that all subcontractors and material-men that may have delivered materials and performed work upon the Property for the Project have been fully paid or will be paid from monies received from this final payment. The undersigned shall and does hereby indemnify, save, and hold harmless the Owner and CMAR from all claims, damages, liens and losses, including all costs, professional fees, and reasonable attorney's fees, which the Owner may suffer by reason of filing of any claims, notices, liens or encumbrances, or the failure of the undersigned to obtain cancellation and discharge thereof.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

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

By \_\_\_\_\_

\_\_\_\_\_  
(Title)

## **EXHIBIT F – DEFINITIONS**

Allowance – A specific amount for a specific item of Work, if any, that Owner agrees has not been sufficiently designed, detailed, or selected (including design changes from 90% to 100% as authorized by and at the discretion of the Owner) at the time the Contract Price is agreed to for Contractor to provide a definitive price. Allowances shall be treated in accordance with Article 7.2 above.

Baseline Cost Model – A breakdown and estimate of the scope of the Project developed by CMAR.

CMAR or Construction Manager at Risk – The person or firm selected by Owner to provide pre-construction and/or construction services as detailed in a Construction Manager at Risk Contract with Owner. In these General Conditions, the term “Contractor” includes CMAR under both Pre-Construction and Construction Services Contracts.

CMAR Fee or Contractor’s Fee – An agreed to percentage in an accepted GMP that represents the Contractor’s fee for performance of the Work.

Contract Documents – Where compensation under the Contract is based upon a GMP accepted by Owner, the term “Contract Documents” also includes the accepted GMP Proposal.

Contract Price – Where compensation under the Contract based upon a GMP accepted by Owner, the term “Contract Price” refers to the GMP.

Cost-Based Contract, Change Order, or Job Order – A Contract, Change Order, or Job Order where the Contract Price is based upon the actual cost of performing the Work, subject to the terms of the Contract Documents. These would include those generally referred to as “Cost of the Work plus a Fee with a GMP,” “Time and Materials,” or “Cost Plus a Fee.”

Cost of the Work – The direct costs necessarily incurred by Contractor in the proper, timely, and complete performance on the Work. The Cost of the Work shall include only those costs set forth in Article 7 above.

Deliverables – The work products prepared by Contractor in performing the scope of work described in the Contract. Some of the major deliverables to be prepared and provided by Contractor during pre-construction may include but are limited to: the Baseline Cost Model and Schedule that validate Owner’s plan and budget, Construction Management Plan, Detailed Project Schedule, Schedule of Values, alternative system evaluations, procurement strategies and plans, Detailed Cost Estimates, construction market surveys, cash flow projections, GMP Proposals, Subcontractor procurement plan, Subcontractor agreements, Subcontractor bid packages, Supplier agreements, Constructability Review, Cost Control Log, Traffic control and phasing plans and others as indicated in this Contract or required by the Project Team.

Pre-Construction Services Contract – The Contract entered into between Owner and the CMAR for Pre-Construction Services to be provided by the CMAR, including, without limitation, the generation of a GMP Proposal. If the GMP Proposal is accepted by Owner and a Construction Contract is entered into between Owner and CMAR, the duties, obligations and warranties of the CMAR under the Pre-Construction Services Contract survive and are incorporated into the resulting Construction Contract.

Pre-Construction Services – The services to be provided under a Pre-Construction Services Contract.

Detailed Project Schedule – The Detailed Project Schedule developed by the CMAR for the review and approval of the Owner.

GMP Plans and Specifications – The plan and specifications upon which the Guaranteed Maximum price Proposal is based.

GMP Proposal – The proposal of Contractor submitted for the entire Work and/or portion (phases) of the Work.

Guaranteed Maximum Price or GMP – The Guaranteed Maximum Price set forth in the Contract.

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## EXHIBIT J

### **COMPLIANCE WITH OWNER'S PUBLISHED RULES AND REGULATIONS AND MINIMUM STANDARDS, AS AMENDED FROM TIME TO TIME**

**1. Rules & Regulations (link)**

[http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Rules%20&%20Regulations\\_16-53.pdf?Uniqueifier=51h2D7nqnG](http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Rules%20&%20Regulations_16-53.pdf?Uniqueifier=51h2D7nqnG)

**2. Minimum Standards (link)**

<http://www.gatewayairport.com/Documents/DocumentLibrary/Board%20Policies/Airport%20Minimum%20Standards.pdf?Uniqueifier=51h2D7nqnG>

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