



# CITY OF HOUSTON

## INVITATION TO BID

Issued: *November 30, 2012*

### **Bid Opening:**

Sealed bids, in duplicate, will be received by the City Secretary of the City of Houston, in the City Hall Annex, Public Level, 900 Bagby, Houston, Texas 77002 until **10:30 A.M. Thursday, December 27, 2012**, and all bids will be opened and publicly read in the City Council Chamber, City Hall Annex, Public Level, 900 Bagby at 11:00 A.M. on that date for the purchase of:

### **STRUCTURAL REMEDIATION SERVICES FOR THE GENERAL SERVICES DEPARTMENT**

**Bid No. S50-C24445**

**NIGP Code: 910-51/909-22**

### **Buyer:**

Questions regarding this solicitation should be addressed to Arturo Lopez, Senior Procurement Specialist, at **832-393-8731** or e-mail to [arturo.lopez@houstontx.gov](mailto:arturo.lopez@houstontx.gov).

### **Electronic Bidding:**

In order to submit a bid for the items associated with this procurement, you must fill in the pricing information on the "PLACE BID" page.

### **Prebid Conference:**

A Pre-Bid Conference will be held for all Prospective Bidders in the Strategic Purchasing Division, Concourse Level (Basement), Conference Room, #1 City Hall, 901 Bagby, at **10:00 a.m. on Wednesday, December 12, 2012. The site visits will be scheduled at the pre-bid conference.**

All Prospective Bidders are urged to be present. It is the bidder's responsibility to ensure that they have secured and thoroughly reviewed all aspects of the solicitation documents prior to the Pre-Bid Conference. Any revisions to be incorporated into this solicitation document arising from discussions before, during and subsequent to the Pre-Bid Conference will be confirmed in writing by Letter(s) of Clarification prior to the bid due date. Verbal responses will not otherwise alter the specifications, terms and conditions as stated herein.

Bidding forms, specifications, and all necessary information should be downloaded from the Internet at [www.houstontx.gov/purchasing/index.html](http://www.houstontx.gov/purchasing/index.html). By registering and downloading this solicitation document, all updates to this solicitation document will be automatically forwarded via e-mail to any registered bidders. This information may also be obtained from the Supplier Assistance Desk, Strategic Purchasing Division, 901 Bagby, Concourse Level, Houston, Texas 77002.

The place of the bid opening may be transferred in accordance with Paragraph (b), (5) of Section 15-3 of The Code of Ordinances, Houston, Texas. The bid-opening meeting may be rescheduled in accordance with Paragraph (b), (6) of said Section 15-3.

**The City reserves the right to reject any or all bids, or to accept any bid or combination of bids deemed advantageous to it.**

City employees are prohibited from bidding on this solicitation in accordance with the Code of Ordinances Section 15-1.

#### **\*CONTENTS:**

- A. OFFER
- B. SCOPE OF WORK/SPECIFICATIONS
- C. GENERAL, SUPPLEMENTARY CONDITIONS AND BOND FORMS

\*NOTE 1: Actual page numbers for each section may change when the solicitation document is downloaded from the Internet or because of letters of clarification. Therefore, bidders must read the solicitation document in its entirety and comply with all the requirements set forth therein.

\*NOTE 2: **To be considered for award please submit the electronic bid form and the forms listed in section A, including the signature page, which must be signed by a company official authorized to bind the company and a 10% Bid Bond.**

## SECTION A



**FORMAL ONE-TIME BID  
STRUCTURAL REMEDIATION SERVICES  
FOR THE GENERAL SERVICES DEPARTMENT  
Bid No. S50-C24445  
NIGP Code: 910-51/909-22**

To The Honorable Mayor  
and City Council Members  
of the City of Houston, Texas (the "City"):

The undersigned hereby offers to provide services necessary to **Provide Remediation Services at the Houston Police Department's Northwest Command Station, located at 6000 Teague, Houston TX, Training Academy, Bldg. "E" (Indoor Shooting Range) and Bldg. "D" (Academic Building), located at 17000 Aldine Westfield, Houston TX for the General Services Department.** F.O.B. destination point Houston, Texas, in accordance with the City's Specifications and General Terms & Conditions and/or samples/drawings provided herein. When issued by the City of Houston, Letters of Clarification shall automatically become part of this bid document and shall supersede any previous specifications or provisions in conflict with Letters of Clarification. It is the responsibility of the bidder to ensure that it has obtained all such letters. By submitting a bid on this project, bidder shall be deemed to have received all Letters of Clarification and to have incorporated them into the bid.

The City may accept this bid offer by issuance of a Notice of Award Letter and/or a Purchase Order at any time on or before the 120th day following the day this Official Bid Form is opened by the City. This offer shall be irrevocable for 120 days after bid opening or for 90 days after City Council awards the bid, whichever comes last, but this period may be extended by written agreement of the parties.

**The City reserves the right to INCREASE quantities during the twelve-month period following the issuance of the first purchase order subject to agreement in writing by the Prime Contractor/Supplier to honor the same bid price.**

The City reserves the option, after bids are opened, to adjust the quantities listed on the electronic bid form upward or downward, subject to the availability of funds, and/or make award (s) on a line item basis.

## SECTION A

**Documents/forms must be downloaded from the City's Website**  
**<http://www.houstontx.gov/purchasing/index.html>**

### **Additional Required Forms to be Included with this bid:**

In addition to the electronic Bid Form and the Official Signature Page, the Forms listed in Table 1 **must be completed and submitted to the Office of the City Secretary on or before the date and time the bid is due:**

<b>Table 1</b>
Affidavit of Ownership
Fair Campaign Ordinance
Statement of Residence
Conflict of Interest Questionnaire
Pay or Play Contract Compliance Acknowledgement Form 1a
10% Bid Bond
Contractor References

Table 2 lists other documents and forms that should be viewed/downloaded from the City's website, but are not required to be submitted with the bid. The City will request these forms, as applicable, to be completed and submitted to the City by the recommended/successful bidder:

<b>Table 2</b>
Formal Instructions for Bid Terms
Drug Forms
Insurance Certificates Over \$50,000.00 / Insurance Endorsements
OCP Insurance Certificate Over \$100,000.00
Pay or Play Form 2 / Certification of Agreement to Comply
Performance, Maintenance and Statutory Payment Bonds
2012 Building Construction Wage Rate

Questions concerning the Bid should be submitted in writing to: City of Houston, Strategic Purchasing Division, 901 Bagby, Room B506, Houston, TX 77002, Attn: Arturo Lopez or via fax: 832-393-8759 or via email (preferred method) to [arturo.lopez@cityofhouston.net](mailto:arturo.lopez@cityofhouston.net) no later than **4:00 PM, Monday, December 17, 2012.**

### **NOTE:**

Although it is the intent of the City to award one contract as a result of this invitation to bid, the City reserves the right to award by line item/group.

**PERMITS:**

Successful Contractor shall be responsible for securing any and all permits for proposed work. Any fee charged for these permits should be the responsibility of the Contractor and not the City of Houston.

**CITY BUILDING CODES:**

All work performed or equipment installed shall be in strict accordance with the City of Houston Building Codes. The Contractor will immediately correct any deficiencies discovered during work or after completion. Failure to correct deficiencies will result in the City having corrections made at the Contractor's expense.

**BID BOND:**

The Contractor shall be required to provide and submit with the bid a Bid Bond in the amount of 10% of the total amount bid by the Contractor. The Bid Bond shall be in the same form as that distributed by the City, and attached hereto, all duly executed by this Bidder (as "Principal") and by a corporate surety company licensed to do business in the State of Texas, and if the amount of the bond is greater than \$100,000.00 the surety must hold a certificate of authority from the United States Secretary of the Treasury, or a Cashier's or a Certified check in a like amount. Company or personal checks are not acceptable.

**PERFORMANCE BOND and PAYMENT BOND:**

The successful Contractor(s) shall be required to provide a Performance and Payment Bond in the total amount (100%) of the Contract if the award is in excess of \$25,000.00.

The Performance and/or Payment Bond shall be in the same form as that distributed by the City, and attached hereto, all duly executed by this bidder (as "Principal") and by an incorporated surety company licensed to do business in the State of Texas. If the amount of the bond is greater than \$100,000.00 the surety must hold a certificate of authority from the United States Secretary of the Treasury.

The Contractor(s) shall be required to provide a Performance and/or Payment Bond as outlined above, which will be delivered to the City Purchasing Agent of the City, on or before the tenth (10<sup>th</sup>) day following the day the bidder receives notice from the City.

**MAINTENANCE BOND:**

The Contractor shall furnish a maintenance bond in the total (100%) bid amount in the form required by the City (samples attached). One bond, also referred to as the One Year Maintenance Bond, will be conditioned upon Contractor's repair, replacement or restoration of any work or any portion of the work which is found to be defective or fails in any way to comply strictly with this contract or the plans and specifications for such work within a period of one (1) year from the date of acceptance of such work by the City Council or after the date that the "CO", or its designee in writing, determines, in a written notice to the Contractor, to be the date upon which the project is both substantially complete and available for the full and beneficial occupancy or use of the City.

**QUALITY AND WORKMANSHIP:**

The bidder must be able to demonstrate upon request that it has performed satisfactorily, services similar to the services specified herein. The bidder will provide records of warranty and repair services performed for others upon request. The City of Houston shall be the sole judge whether the services performed are similar to the scope of services specified herein.

**SITE INSPECTION:**

The City of Houston reserves the right to inspect the bidder's current place of business to evaluate

equipment condition and capabilities, staff experience, training and capabilities, and storage capabilities as they relate to the performance of this contract.

**PROTEST:**

A protest shall comply with and be resolved, according to the City of Houston Procurement Manual [http://purchasing.houstontx.gov/docs/Procurement\\_Manual.pdf](http://purchasing.houstontx.gov/docs/Procurement_Manual.pdf) and rules adopted thereunder. Protests shall be submitted in writing and filed with both, the City Attorney and the Solicitation contact person. A pre-award protest of the ITB shall be received five (5) days prior to the solicitation due date and a post-award protest shall be filed within five (5) days after City Council approval of the contract award.

A protest shall include the following:

- The name, address, e-mail, and telephone number of the protester;
- The signature of the protester or its representative who has the delegated authority to legally bind its company;
- Identification of the ITB description and the ITB or contract number;
- A detailed written statement of the legal and factual grounds of the protest, including copies of relevant documents, etc.; and
- The desired form of relief or outcome, which the protester is seeking

**INTERLOCAL AGREEMENTS:**

Under the same terms and conditions hereunder, the Contract may be expanded to other government entities through inter-local agreements between the City of Houston and the respective government entity that encompass all or part of the products/services provided under this contract. Separate contracts will be drawn to reflect the needs of each participating entity.

**LOBBYING AND OTHER FORMS OF INFLUENCE PROHIBITED:**

Neither Bidder(s) nor any person acting on Bidder(s)'s behalf shall attempt to influence the outcome of the award by the offer, presentation or promise of gratuities, favors, or anything of value to any appointed or elected official or employee of the City of Houston, their families or staff members. All inquiries regarding the solicitation are to be directed to the designated City Buyer identified on the first page of the solicitation. Upon issuance of the solicitation through the pre-award phase and up to the award, aside from Bidder's formal response to the solicitation, communications publicly made during the official pre-bid conference, written requests for clarification during the period officially designated for such purpose by the City Buyer, neither Bidder(s) nor persons acting on their behalf shall communicate with any appointed or elected official or employee of the City of Houston, their families or staff through written or oral means in an attempt to persuade or influence the outcome of the award or to obtain or deliver information

**HIRE HOUSTON FIRST:**

**Designation as a City Business or Local Business**

To be designated as a City or Local Business for the purposes of the Hire Houston First Program, as set out in Article XI of Chapter 15 of the Houston City Code, a bidder or proposer must submit the **Hire Houston First Application and Affidavit ("HHF Affidavit")** to the Director of the Mayor's Office of

Business Opportunities and receive notice that the submission has been approved prior to award of a contract. Bidders are encouraged to secure a designation prior to submission of a bid or proposal if at all possible.

**Download the HHF Affidavit** from the Office of Business Opportunities Webpage at the City of Houston e-Government Website at the following location:

<http://www.houstontx.gov/hbsc/hirehoustonfirstaffidavit.pdf>

**Award of a Procurement of \$100,000 or More for Purchase of Goods:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "CITY BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE")

- IF THE BID OF THE CITY BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A CITY BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER.

**Award of Procurement under \$100,000 for Purchase of Goods:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "CITY BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE")

- IF THE BID OF THE CITY BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A CITY BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER

**Award of Procurement that may be More or Less than \$100,000 for Purchase of Goods:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "CITY BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE")

- IF THE BID OF THE CITY BUSINESS IS LESS THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, OR
- IF THE BID OF THE CITY BUSINESS IS MORE THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A CITY BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER.

**Award of Procurement of \$100,000 or More for Purchase of Non-Professional Services , Including Construction Services:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "CITY BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE")

- IF THE BID OF THE LOCAL BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER

**Award of Procurement under \$100,000 Purchase of Non-Professional Services Including Construction Services:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "LOCAL BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES

- IF THE BID OF THE CITY BUSINESS IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED N SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER

**Award of Procurement that may be More or Less than \$100,000 for Purchase of Non-Professional Services, Including Construction Services:**

THE CITY WILL AWARD THIS PROCUREMENT TO A "LOCAL BUSINESS," AS THAT TERM IS DEFINED IN SECTION 15-176 OF THE CITY OF HOUSTON CODE OF ORDINANCES ("THE CODE")

- IF THE BID OF THE LOCAL BUSINESS IS LESS THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 5% OF THE LOWEST BID RECEIVED, OR
- IF THE BID OF THE LOCAL BUSINESS IS MORE THAN \$100,000 AND IS THE LOWEST RESPONSIBLE BID OR IS WITHIN 3% OF THE LOWEST BID RECEIVED, AND
- UNLESS THE USER DEPARTMENT DETERMINES THAT SUCH AN AWARD WOULD UNDULY INTERFERE WITH CONTRACT NEEDS, AS PROVIDED IN SECTION 15-181 OF THE CODE.

IF THERE IS NO BID OF A LOCAL BUSINESS THAT MEETS THESE CRITERIA, THE CITY WILL AWARD THE PROCUREMENT TO THE LOWEST RESPONSIBLE BIDDER

**CONTRACTOR'S QUESTIONNAIRE**

In order to receive bid award consideration, the bidder must be able to demonstrate that they are currently providing or have had at least one contract, for ***foundation repairs and lifting using "Helical" piles, concrete saw-cutting and slab demolition, installation of new concrete slabs and demolition of concrete masonry unit (CMU) walls while maintaining the integrity of all utilities contained in the walls or underground.*** that is similar in size and scope to this contract. Bidder must have references documenting that it has performed ***foundation repairs and lifting using "Helical" piles, concrete saw-cutting and slab demolition, installation of new concrete slabs and demolition of CMU walls while maintaining the integrity of all utilities contained in the walls or underground.*** The reference(s) should be included in the space provided below. Please attach another piece of paper if necessary. If references are not included with the bid, the bidder shall be required to provide such references to the City of Houston within five working days from receipt of a written request from the City of Houston to do so. **Bidder's capability and experience shall be a factor in determining the Contractor's responsibility.**

1. Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

**Name of Owner/Contact Person:** \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

No. of Years providing Service to its business: \_\_\_\_\_

2. Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

**Name of Owner/Contact Person:** \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

No. of Years providing Service to its business: \_\_\_\_\_

3. Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

**Name of Owner/Contact Person:** \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

No. of Years providing Service to its business: \_\_\_\_\_

4. Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

**Name of Owner/Contact Person:** \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

No. of Years providing Service to its business: \_\_\_\_\_

**SECTION B  
SCOPE OF WORK**

**1.0 SUMMARY OF WORK**

- 1.1 The contractor shall be required to provide all supervision, labor, materials, equipment, tools, transportation and ancillary items necessary to provide remediation services at the Houston Police Department's Northwest Command Station, located at 6000 Teague, Houston TX, Training Academy, Bldg. "E" (Indoor Shooting Range) and Bldg. "D" (Academic Building), located at 17000 Aldine Westfield, Houston TX. All work shall be performed in strict accordance with the drawings and specifications contained therein.
- 1.2 The civil work to be performed at each project includes, but is not limited to; foundation repairs and lifting using "Helical" piles, concrete saw-cutting and slab demolition, installation of new concrete slabs and demolition of concrete masonry units (CMU) walls while maintaining the integrity of all utilities contained in the walls or underground.

**2.0 PERFORMANCE TIME:**

- 2.1 The Contractor shall have **90 calendar days** at the Northwest Command Station to complete all work associated with this project after receipt of the Notice – To – Proceed.
- 2.2 The Contractor shall have **120 calendar days** at the Indoor Shooting Range, Building "E" to complete all work associated with this project after receipt of the Notice – To – Proceed.
- 2.3 The Contractor shall have **90 calendar days** at the Academic Building, Building "D", to complete all work associated with this project after receipt of the Notice – To – Proceed.

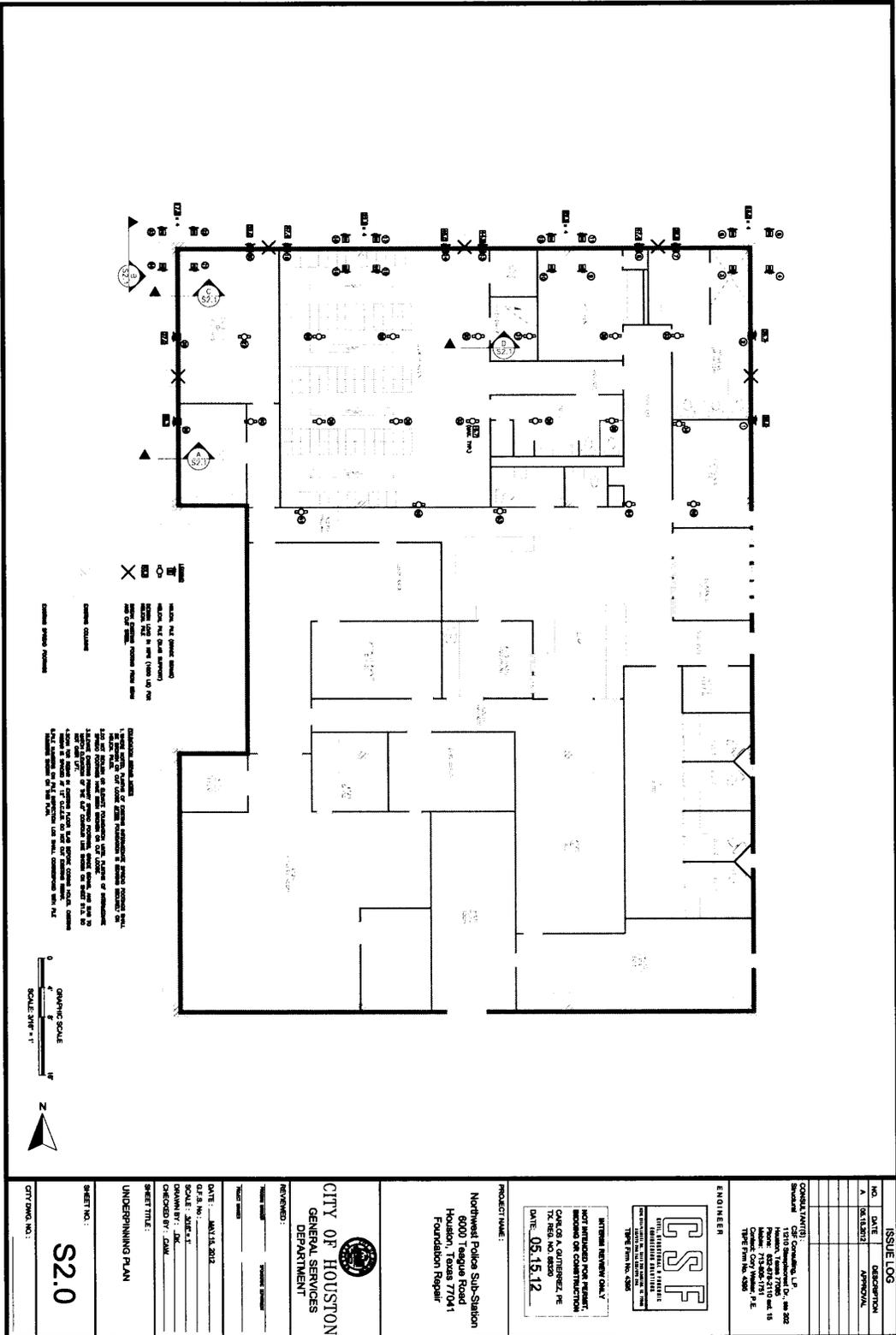
**3.0 WARRANTY:**

- 3.1 The Contractor shall warranty all materials, equipment and workmanship for **one-year** from the date of full acceptance of the work.

**END OF SECTION**







ISSUE LOG		
NO.	DATE	DESCRIPTION
1	05.15.12	APPROVAL

CONSULTING ENGINEER  
 CONSULTING ENGINEER  
 1210 Shawwood Dr., Ste 202  
 Houston, Texas 77041  
 Phone: 713.466.1191  
 Fax: 713.466.1110  
 TYPE Form No. 0205



NOT AFFIDAVIT FOR PERMIT.  
 NOT AFFIDAVIT FOR CONTRACT.  
 CHECKED AND SEALS  
 DATE: 05.15.12

PROJECT NAME:  
 Northwest Police Sub-Station  
 6000 Teague Road  
 Houston, Texas 77041  
 Foundation Repair

CITY OF HOUSTON  
 GENERAL SERVICES  
 DEPARTMENT

DATE: MAY 15, 2012  
 SCALE: 1/8" = 1'-0"  
 DRAWN BY: JMK  
 CHECKED BY: JMK

SHEET TITLE:  
 UNDERPINNING PLAN

SHEET NO.:  
 S2.0

CITY DRAW NO.:

ISSUE LOG

NO.	DATE	DESCRIPTION
1	05/15/12	APPROVAL

CONSULTANTS:  
 CCF Consulting, L.P.  
 1000 West Loop West, Suite 200  
 Houston, Texas 77060  
 Phone: 282-0711/1111 ext. 13  
 Fax: 282-0711/1111 ext. 14  
 Contact: Cory Walker, P.E.  
 License No. 4980

ENGINEER  
 CCF  
 CONSULTANTS  
 CIVIL ENGINEER  
 1000 West Loop West, Suite 200  
 Houston, Texas 77060  
 License No. 4980

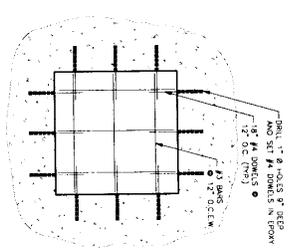
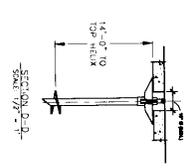
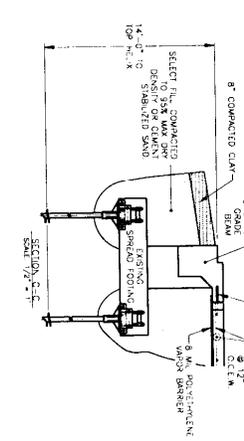
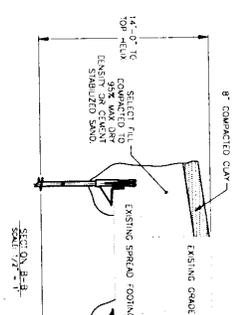
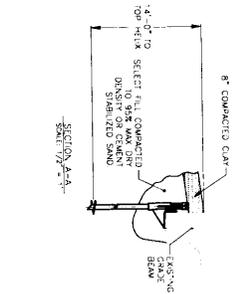
NOT RETURNED FOR REVISION  
 RECORD OR CONSTRUCTION  
 CARLOS A. GUTIERREZ, PE  
 TX REG. NO. 68520  
 DATE: 05/15/12

PROJECT NAME:  
 Northwest Police Sub-Station  
 6000 Teague Road  
 Houston, Texas 77041  
 Foundation Repair

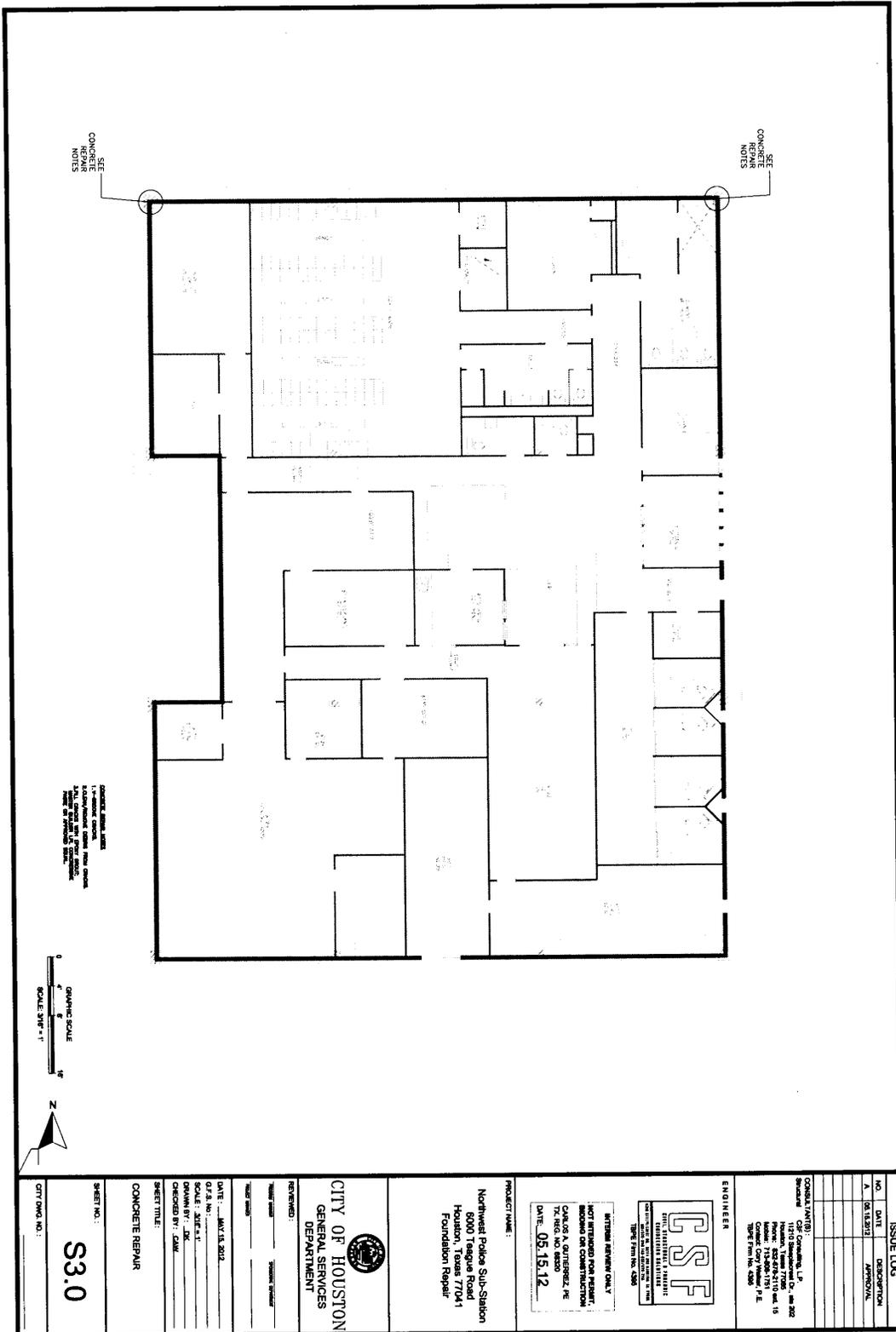
CITY OF HOUSTON  
 GENERAL SERVICES  
 DEPARTMENT

REVISIONS:  
 DATE: JAN 24, 2012  
 BY: JAK  
 CHECKED BY: JAK  
 SHEET TITLE:  
 SECTIONS

SHEET NO.:  
 S2.1  
 CITY DRAW NO.:



NOTE: GENERAL ACCESS HOLES WITH 2" DIA. NUTS AND BOLTS TO BE INSTALLED AT 12" ON CENTER. PROVIDE 1/2" CONCRETE AROUND HOLES. PROVIDE 1/2" CONCRETE AROUND HOLES. PROVIDE 1/2" CONCRETE AROUND HOLES.



**ISSUE LOG**

NO.	DATE	DESCRIPTION
A	05.15.12	APPROVAL

**CONSULTANT:**  
 Structural  
 CSE Consulting, L.P.  
 11000 Katy, Suite 7700  
 Houston, Texas 77054  
 Phone: 282.478.5110 ext. 15  
 Fax: 282.478.5111  
 Contact: Cory Walker, P.E.  
 7095 Form No. 0206



**ENGINEER**  
 Cory Walker, P.E.  
 7095 Form No. 0206

**PROJECT NAME:**  
 Northwest Police Sub-Station  
 8000 Teague Road  
 Houston, Texas 77041  
 Foundation Repair

**CITY OF HOUSTON**  
 GENERAL SERVICES  
 DEPARTMENT

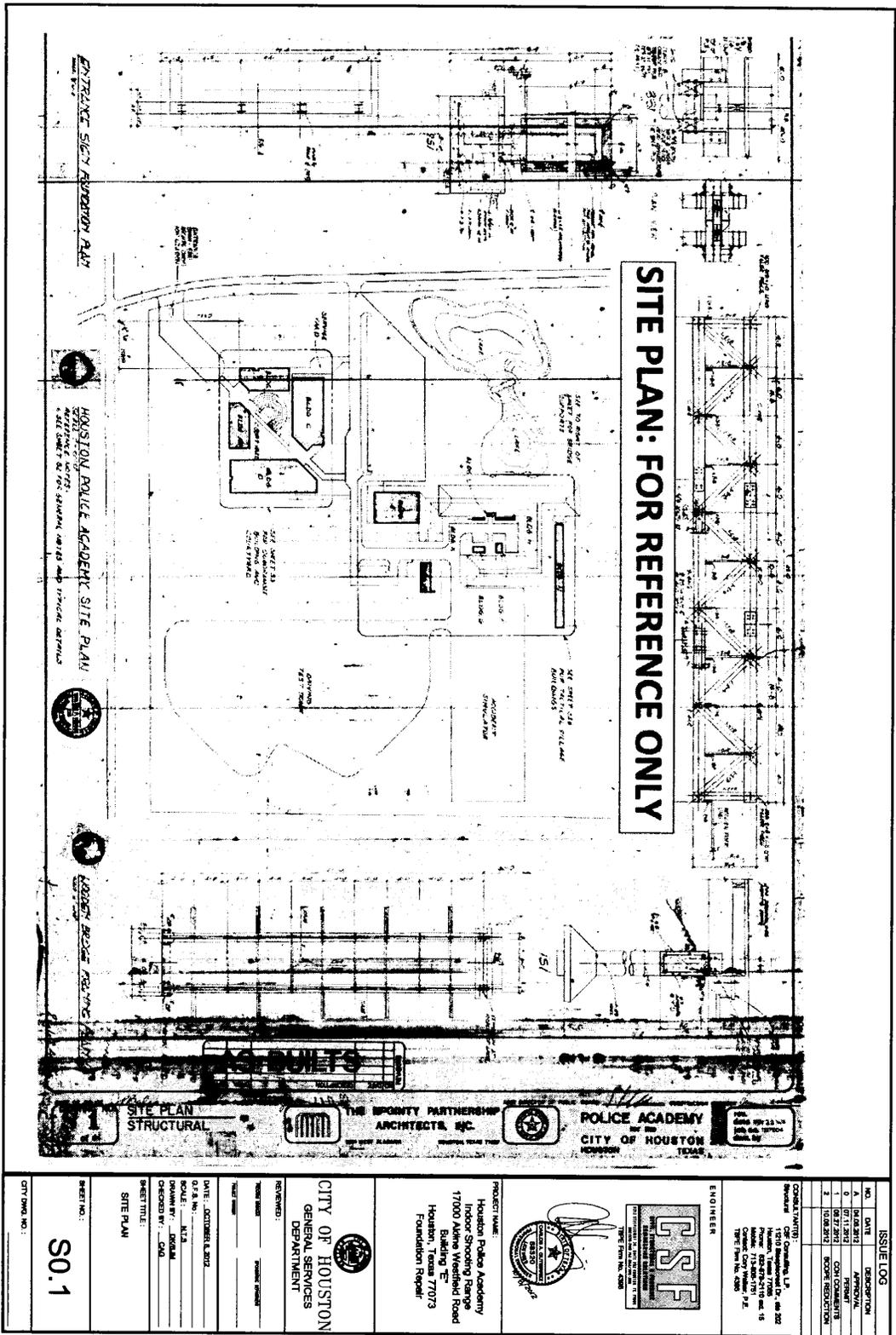
**DATE:** 05.15.2012  
**SCALE:** AS SHOWN  
**DRAWN BY:** JK  
**CHECKED BY:** CWM  
**SHEET TITLE:**  
 CONCRETE REPAIR

**SHEET NO.:**  
**S3.0**  
**CITY DWG. NO.:**

# Police Academy Indoor Shooting Range, Building "E"

The Contractor shall have **120 calendar days** to complete all work associated with this project after receipt of the Notice – To – Proceed.

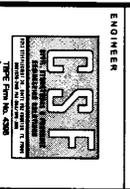
NO.	DATE	DESCRIPTION
1	08/27/2012	CONSTRUCTION
2	09/04/2012	CONSTRUCTION
3	09/11/2012	CONSTRUCTION
4	09/18/2012	CONSTRUCTION
5	09/25/2012	CONSTRUCTION
6	10/02/2012	CONSTRUCTION
7	10/09/2012	CONSTRUCTION
8	10/16/2012	CONSTRUCTION
9	10/23/2012	CONSTRUCTION
10	10/30/2012	CONSTRUCTION
11	11/06/2012	CONSTRUCTION
12	11/13/2012	CONSTRUCTION
13	11/20/2012	CONSTRUCTION
14	11/27/2012	CONSTRUCTION
15	12/04/2012	CONSTRUCTION
16	12/11/2012	CONSTRUCTION
17	12/18/2012	CONSTRUCTION
18	12/25/2012	CONSTRUCTION
19	01/01/2013	CONSTRUCTION
20	01/08/2013	CONSTRUCTION
21	01/15/2013	CONSTRUCTION
22	01/22/2013	CONSTRUCTION
23	01/29/2013	CONSTRUCTION
24	02/05/2013	CONSTRUCTION
25	02/12/2013	CONSTRUCTION
26	02/19/2013	CONSTRUCTION
27	02/26/2013	CONSTRUCTION
28	03/05/2013	CONSTRUCTION
29	03/12/2013	CONSTRUCTION
30	03/19/2013	CONSTRUCTION
31	03/26/2013	CONSTRUCTION
32	04/02/2013	CONSTRUCTION
33	04/09/2013	CONSTRUCTION
34	04/16/2013	CONSTRUCTION
35	04/23/2013	CONSTRUCTION
36	04/30/2013	CONSTRUCTION
37	05/07/2013	CONSTRUCTION
38	05/14/2013	CONSTRUCTION
39	05/21/2013	CONSTRUCTION
40	05/28/2013	CONSTRUCTION
41	06/04/2013	CONSTRUCTION
42	06/11/2013	CONSTRUCTION
43	06/18/2013	CONSTRUCTION
44	06/25/2013	CONSTRUCTION
45	07/02/2013	CONSTRUCTION
46	07/09/2013	CONSTRUCTION
47	07/16/2013	CONSTRUCTION
48	07/23/2013	CONSTRUCTION
49	07/30/2013	CONSTRUCTION
50	08/06/2013	CONSTRUCTION
51	08/13/2013	CONSTRUCTION
52	08/20/2013	CONSTRUCTION
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76	02/04/2014	CONSTRUCTION
77	02/11/2014	CONSTRUCTION
78	02/18/2014	CONSTRUCTION
79	02/25/2014	CONSTRUCTION
80	03/04/2014	CONSTRUCTION
81	03/11/2014	CONSTRUCTION
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142	05/12/2015	CONSTRUCTION
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303	06/14/2018	CONSTRUCTION
304	06/21/2018	CONSTRUCTION
305	06/28/2018	CONSTRUCTION
306	07/05/2018	CONSTRUCTION
307	0	



**ISSUE LOG**

NO.	DATE	DESCRIPTION
0	07/11/2012	APPROVAL
1	07/11/2012	CONSTRUCTION
2	07/13/2012	SCOPED REVISION

**CONSULTANTS:**  
 City of Houston, TX  
 1510 Brindley Blvd., Ste 202  
 Houston, TX 77056  
 Phone: 281-578-4110 ext. 15  
 Fax: 281-578-4110  
 Email: CSM@HOUSTON.TX.GOV  
 1997 FIRM No. 0280



**ENGINEERS**  
 PROJECT NAME:  
 Houston Police Academy  
 Indoor Shooting Range  
 17000 Bayshore Blvd.  
 Houston, Texas 77073  
 Foundation Repair

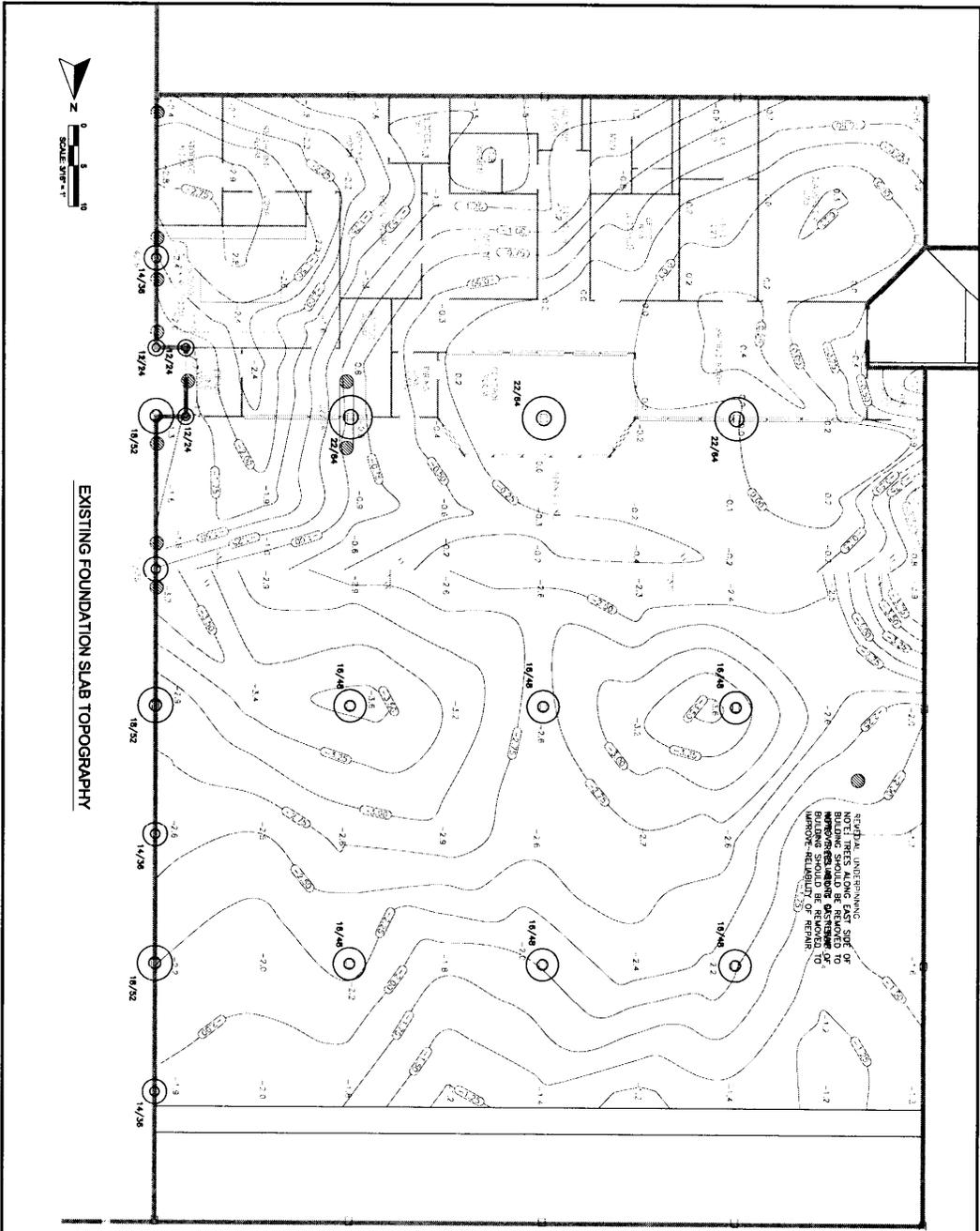
**CITY OF HOUSTON**  
 GENERAL SERVICES  
 DEPARTMENT

**THE SPORNY PARTNERSHIP ARCHITECTS, INC.**  
 1900 WEST BLVD.  
 HOUSTON, TEXAS 77056

**REVISIONS:**  
 NO. DATE DESCRIPTION  
 1 07/11/2012 APPROVAL  
 2 07/11/2012 CONSTRUCTION  
 3 07/13/2012 SCOPED REVISION

**DATE:** OCTOBER 8, 2012  
**DATE:** 10/8/12  
**SCALE:** 1/8" = 1'-0"  
**DRAWN BY:** [Name]  
**CHECKED BY:** [Name]

**SHEET TITLE:**  
 SITE PLAN  
**SHEET NO.:**  
 SO.1  
**CITY DRAWING NO.:**



EXISTING FOUNDATION SLAB TOPOGRAPHY



ISSUE LOG

NO.	DATE	DESCRIPTION
1	07/11/2012	APPROVAL
2	07/11/2012	CONSTRUCTION
3	07/11/2012	SCOPE REDUCTION

SHEET NO.: S1.0  
 CITY DRAW. NO.:  
 PROJECT NAME:  
 Houston Police Academy  
 Indoor Shooting Range  
 Building E  
 Houston, Texas 77073  
 Foundation Repair



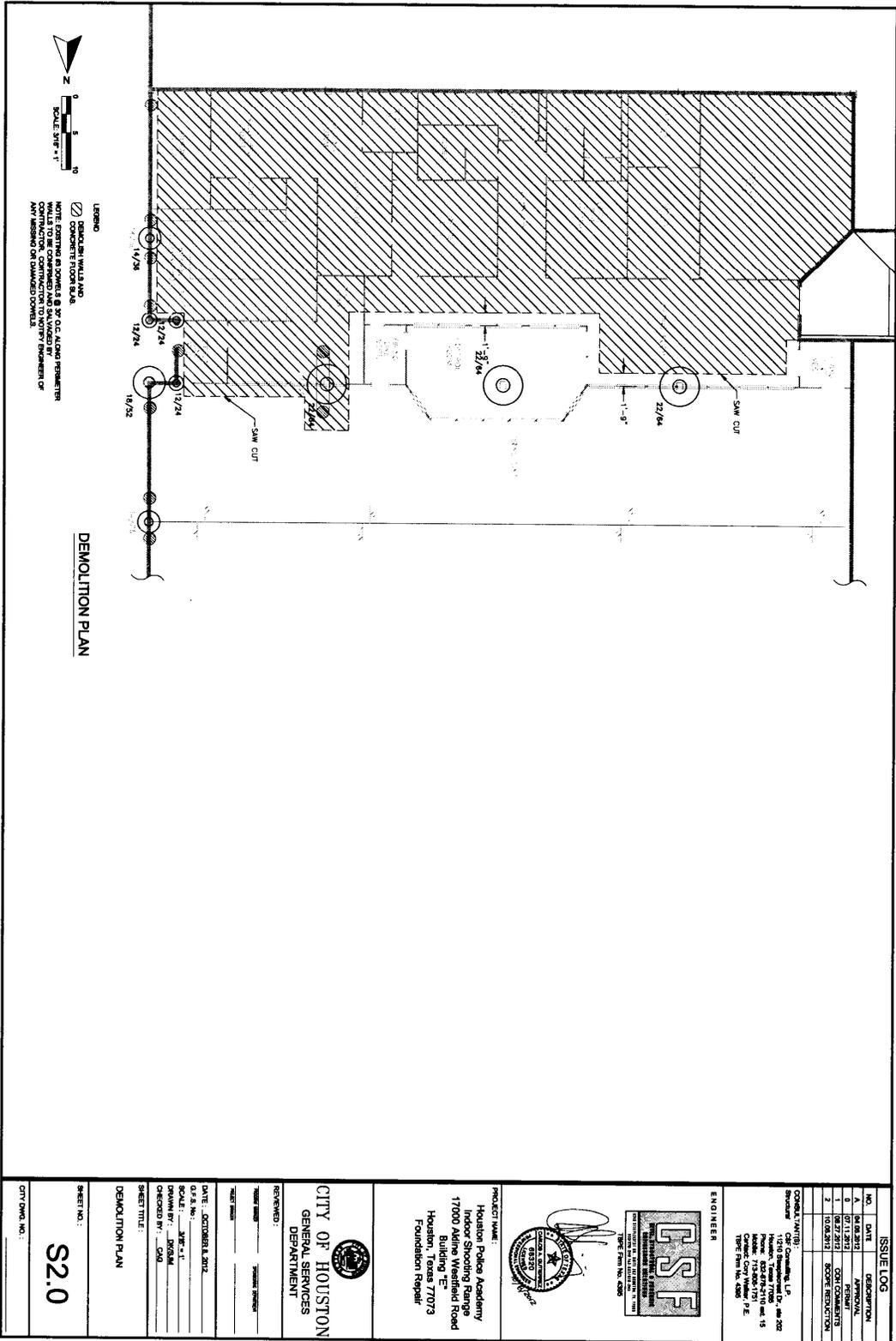
ENGINEER:  
 GUY W. WILSON, P.E.  
 15110 ENGINEERING LICENSE NO. 15110  
 STATE OF TEXAS

CITY OF HOUSTON  
 GENERAL SERVICES  
 DEPARTMENT

DATE: OCTOBER 8, 2011  
 D.P.S. NO.: 100-1-1  
 DRAWN BY: DESHAI  
 CHECKED BY: CMO

SHEET TITLE:  
 EXISTING CONDITIONS

SHEET NO.: S1.0  
 CITY DRAW. NO.:



LEGEND

CONCRETE WALLS AND CONCRETE FLOOR SLAB

WITH EXISTING POWER & SW. CABLES ALONG PERIMETER

CONSTRUCTION CONTRACTOR TO NOTIFY ENGINEER OF ANY ISSUES OR DAMAGED COMBUSTIBLES



**DEMOLITION PLAN**

**ISSUE LOG**

NO.	DATE	DESCRIPTION
1	04/08/2012	APPROVAL
2	07/11/2012	PERMIT
3	08/21/2012	CONSTRUCTION
4	08/21/2012	SCALE CORRECTIONS

DESIGNED BY: **CSRF**

14210 Shadywood Ln., Ste. 202  
Houston, TX 77040-7179  
Phone: 281-876-4110 ext. 15  
Fax: 281-876-4111  
TYPE Form No. 4380



PROJECT NAME:  
Houston Police Academy  
Indoor Shooting Range  
17000 Marine Westfield Road  
Houston Building E-77073  
Houston Police  
Foundation Repair



**CITY OF HOUSTON**  
GENERAL SERVICES  
DEPARTMENT

REVISIONS:

DATE: OCTOBER 8, 2012

D.P. & No.: \_\_\_\_\_

SCALE: 1/8" = 1'-0"

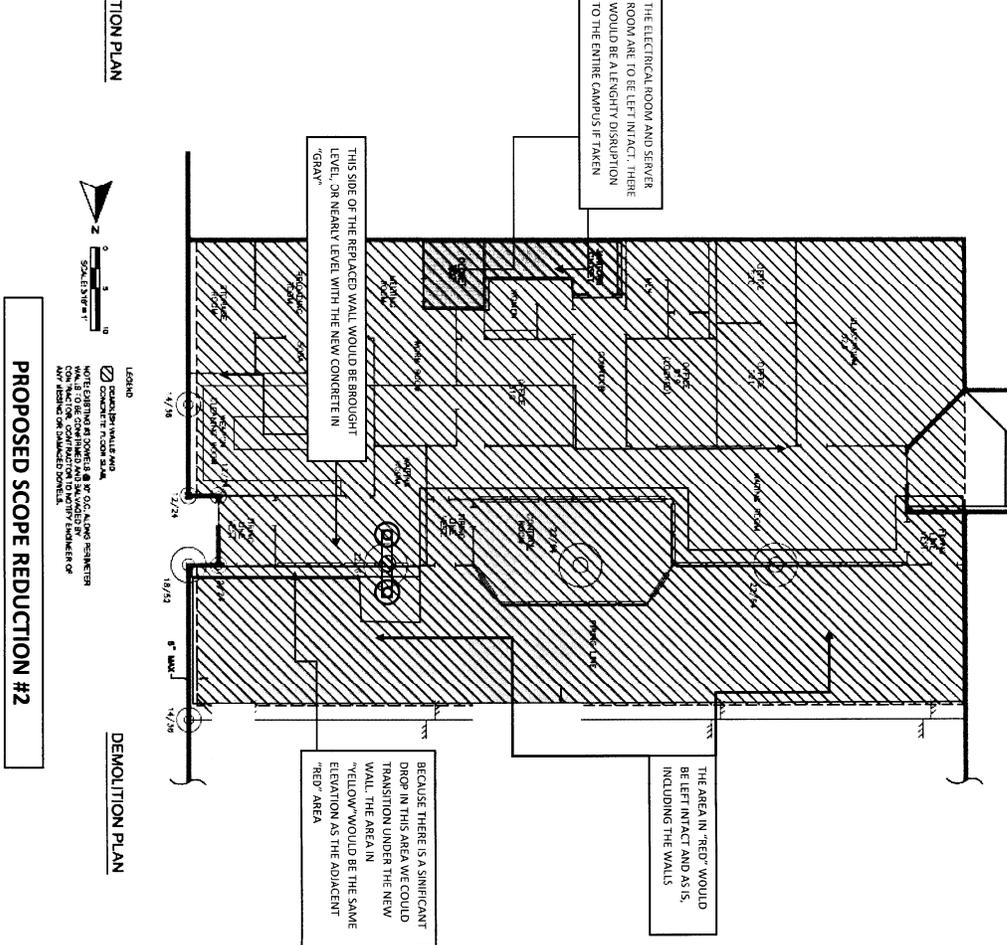
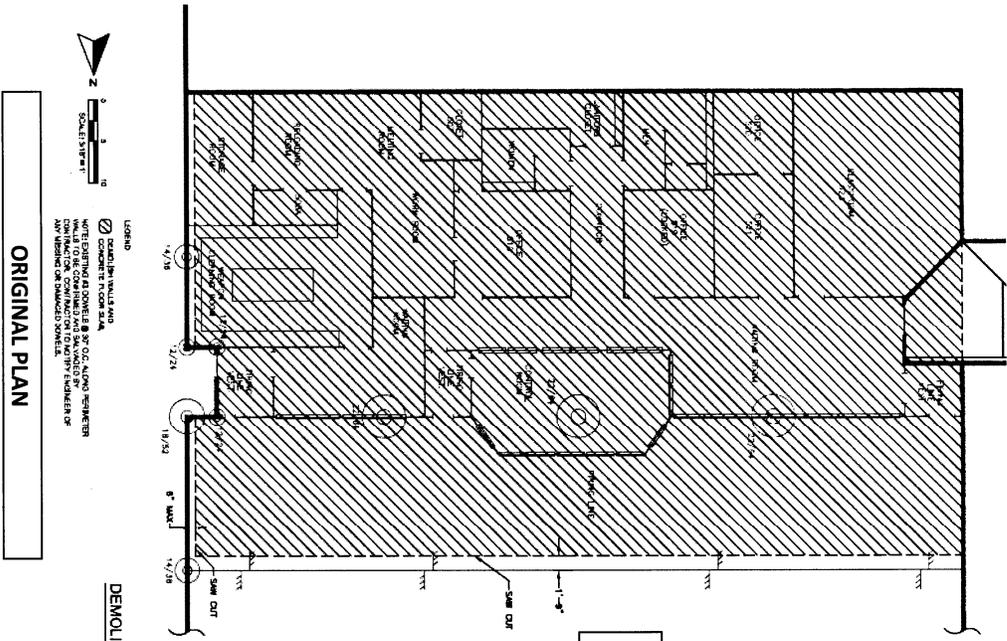
CHECKED BY: CMO

SHEET TITLE:  
**DEMOLITION PLAN**

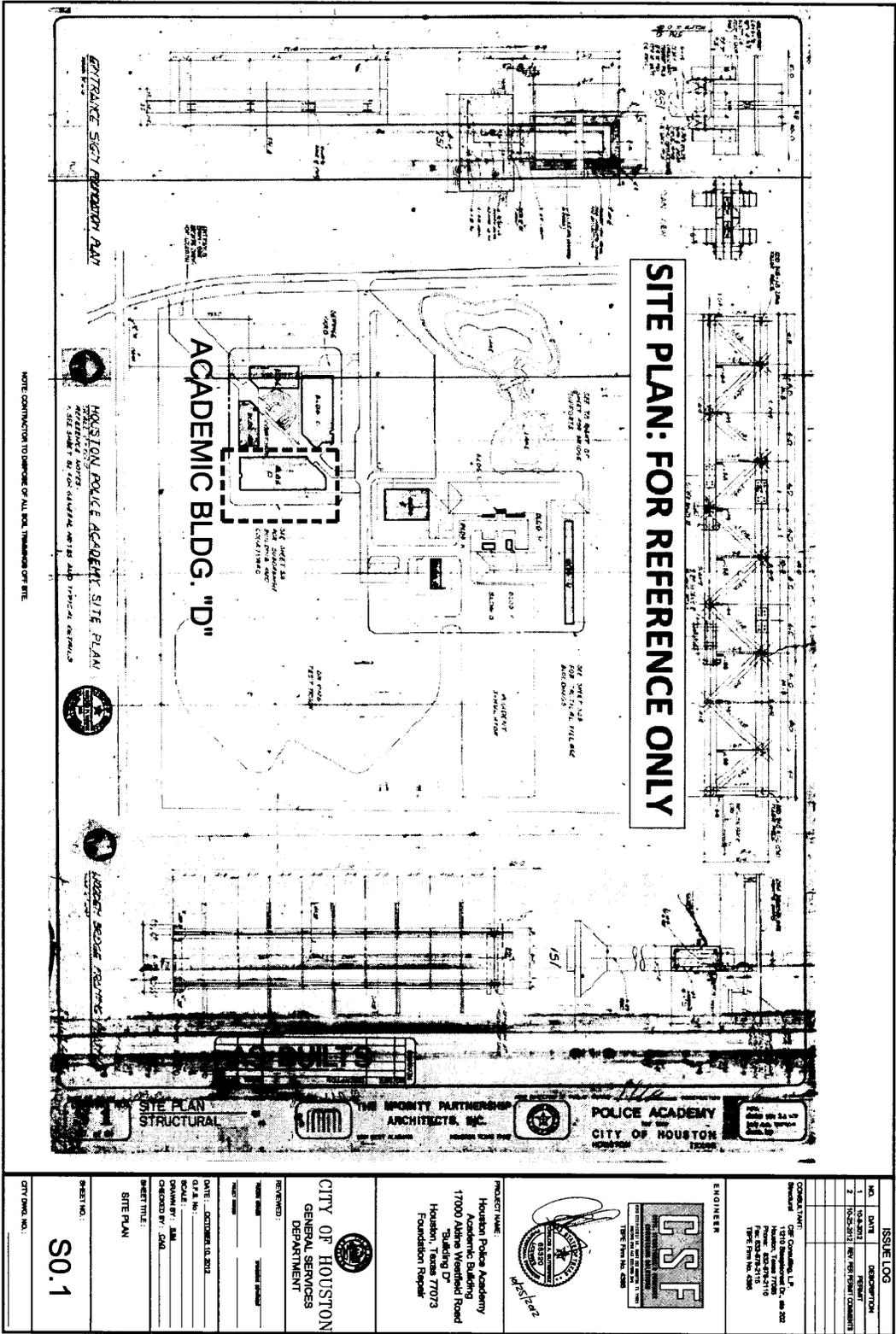
SHEET NO.:  
**S2.0**

CITY OWN. NO.: \_\_\_\_\_









ENTRANCE SIGN REVISION PLAN

HOUSTON POLICE ACADEMY SITE PLAN  
 REVISION NOTES  
 1. SEE SHEET BLDG. 'D' FOR TYPICAL DETAILS  
 2. SEE SHEET BLDG. 'D' FOR TYPICAL DETAILS

ACADEMIC BLDG. "D"

SITE PLAN: FOR REFERENCE ONLY

NOTE: CONTINUATION TO SHEET OF ALL BOLL THINNING OFF SITE

SITE PLAN  
 STRUCTURAL

THE IRONY PARTNERSHIP  
 ARCHITECTS, INC.

POLICE ACADEMY  
 CITY OF HOUSTON

DATE: 10/15/2013  
 TIME: 10:00 AM

NO.	DATE	DESCRIPTION
1	10/15/2013	ISSUE FOR PERMIT
2	10/22/2013	REVISED PER CITY COMMENTS

ENGINEER: [Signature]

PROJECT NAME: Houston Police Academy Academic Building 17000 Aldine Westfield Road Building "D" Houston, Texas 77073 Foundation Repair

CITY OF HOUSTON  
 GENERAL SERVICES  
 DEPARTMENT

DATE: OCTOBER 15, 2013  
 DTA NO.:  
 DRAWING BY: SAM  
 CHECKED BY: DAI  
 SHEET TITLE: SITE PLAN

SHEET NO.:  
**S0.1**

CITY DRAW. NO.:

CSF  
 CONSULTING SERVICES FIRM, INC.  
 17000 ALDINE WESTFIELD ROAD  
 HOUSTON, TEXAS 77073  
 PHONE: 281-488-1110  
 FAX: 281-488-1111  
 WWW.CSFCONSULTING.COM

ENGINEER: [Signature]

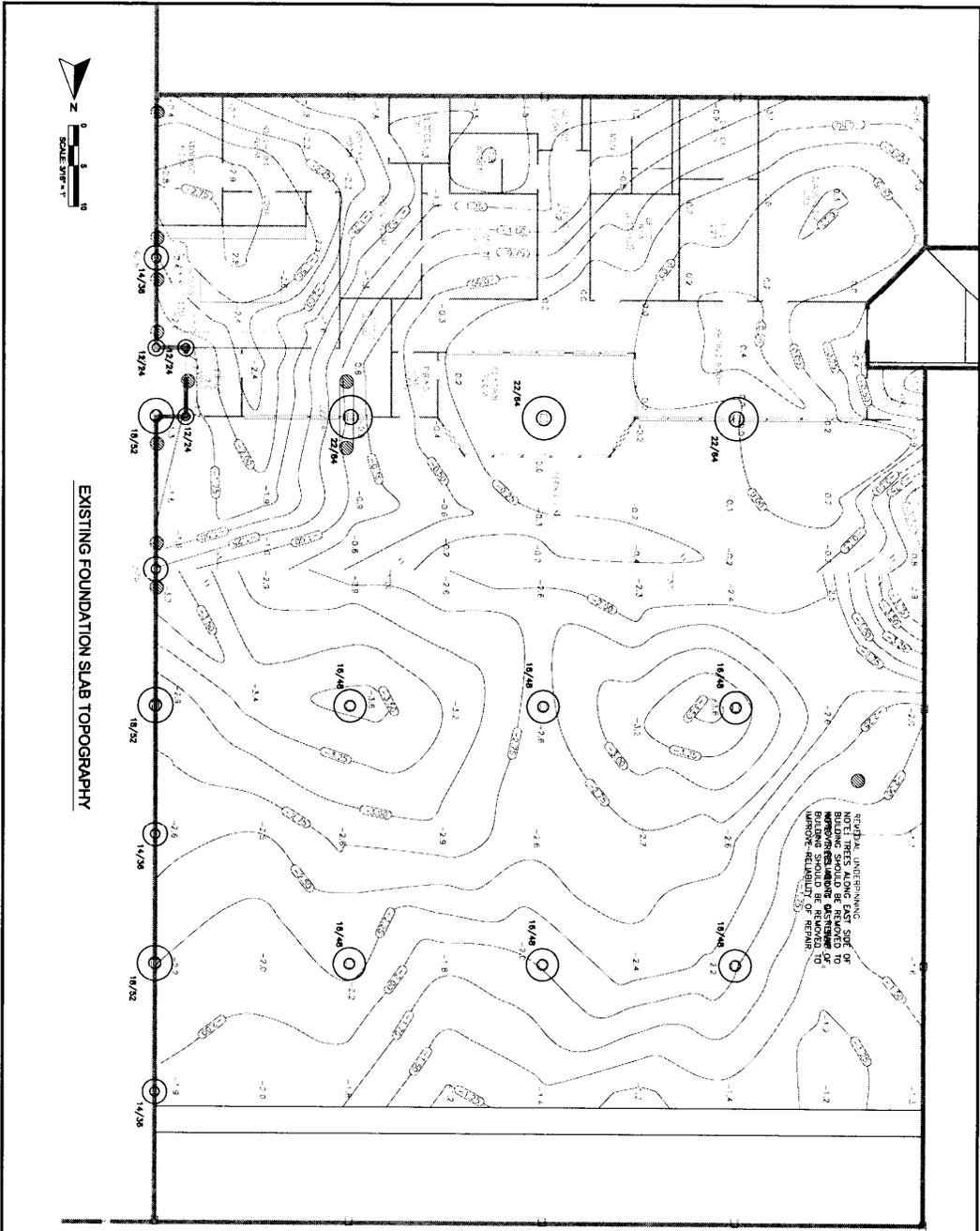
PROJECT NAME: Houston Police Academy Academic Building 17000 Aldine Westfield Road Building "D" Houston, Texas 77073 Foundation Repair

CITY OF HOUSTON  
 GENERAL SERVICES  
 DEPARTMENT

DATE: OCTOBER 15, 2013  
 DTA NO.:  
 DRAWING BY: SAM  
 CHECKED BY: DAI  
 SHEET TITLE: SITE PLAN

SHEET NO.:  
**S0.1**

CITY DRAW. NO.:



EXISTING FOUNDATION SLAB TOPOGRAPHY

TOPG. INTERFERENCES:  
NOTED TREES ALONG EAST SIDE OF  
BUILDING SHOULD BE REMOVED TO  
IMPROVE RELIABILITY OF REPAIR.  
BUILDING SHOULD BE REMOVED TO  
IMPROVE RELIABILITY OF REPAIR.

**ISSUE LOG**

NO.	DATE	DESCRIPTION
1	01/11/2012	APPROVAL
2	01/11/2012	CONSTRUCTION
3	01/11/2012	SCOPE REDUCTION

**ENGINEER**  
 COT Consulting, L.P.  
 1510 Broadway St., Ste. 202  
 Houston, TX 77002  
 Phone: 282.079-3110 ext. 15  
 Fax: 282.079-3111  
 Created: COT-WH008  
 Title: Fm No. 000



**PROJECT NAME:**  
 Houston Police Academy  
 Indoor Shooting Range  
 17000 / Building E  
 Houston, Texas 77073  
 Foundation Repair

**CITY OF HOUSTON**  
 GENERAL SERVICES  
 DEPARTMENT

**REVISIONS:**

NO.	DATE	DESCRIPTION

**DATE:** OCTOBER 8, 2011  
**D.P.S. NO.:** 108-1-0  
**DRAWN BY:** DESHAI  
**CHECKED BY:** CMO

**SHEET TITLE:**  
 EXISTING CONDITIONS

**SHEET NO.:**  
 S1.0

**CITY DRAW. NO.:**





**SECTION C  
BUILDING WAGE SCALE**

A PDF version of the Building Wage Scale can be viewed on the following web link  
<https://purchasing.houstontx.gov/buyer/BidDocumentManager.aspx?id=C24445>

**GENERAL CONDITIONS**

A PDF version of the General Conditions can be viewed on the following web link:  
<https://purchasing.houstontx.gov/buyer/BidDocumentManager.aspx?id=C24445>

**Document 00800**

**SUPPLEMENTARY CONDITIONS**

The following Paragraphs amend and supplement the 2011 edition of General Conditions. Unaltered portions of General Conditions remain in effect.

**ARTICLE 3 - THE CONTRACTOR**

3.5        *LABOR: Insert the following Paragraph 3.5.3.1.1.*

3.5.3.1.1 Contractor shall make good faith efforts to comply with the City ordinances regarding Minority and Women Business Enterprises (MWBE) and Persons with Disabilities Business Enterprises (PDDBE) participation goals which are as follows:

- .1 the MWBE goal is 0 percent, and
- .2 the PDDBE goal is 0 percent.

**3.28        CONTRACTOR DEBT**

**3.28.1    IF CONTRACTOR, AT ANY TIME DURING THE TERM OF THIS AGREEMENT, INCURS A DEBT, AS THE WORD IS DEFINED IN SECTION 15-122 OF THE HOUSTON CITY CODE OF ORDINANCES, IT SHALL IMMEDIATELY NOTIFY CITY CONTROLLER IN WRITING. IF CITY CONTROLLER BECOMES AWARE THAT CONTRACTOR HAS INCURRED A DEBT, IT SHALL IMMEDIATELY NOTIFY CONTRACTOR IN WRITING. IF CONTRACTOR DOES NOT PAY THE DEBT WITHIN 30 DAYS OF EITHER SUCH NOTIFICATION, CITY CONTROLLER MAY DEDUCT FUNDS IN AN AMOUNT EQUAL TO THE DEBT FROM ANY PAYMENTS OWED TO CONTRACTOR UNDER THIS AGREEMENT, AND CONTRACTOR WAIVES ANY RECOURSE THEREFORE.**

**ARTICLE 8 - TIME**

8.1        *PROGRESS AND COMPLETION: Delete Paragraph 8.1.6. and replace with the following 8.1.6.*

- 8.1.6.1 Contractor shall credit the City by Change Order for inspection services for overtime work or work performed on Sundays or Legal Holidays. The amount Contractor credits the City will be **\$50.00 per hour** per inspector for inspection services.

## **ARTICLE 9 - PAYMENTS AND COMPLETION**

- 9.1 *UNIT PRICE WORK: Delete Section 9.1 in its entirety and insert the following Section 9.1.*
- 9.1 References to Unit Prices in individual Specification sections are not applicable to the Contract. Include payment for portions of the Work required by these sections in the Stipulated Price for the Contract.
- 9.12 LIQUIDATED DAMAGES: Insert the following Paragraph 9.12.1.1.**
- 9.12.1.1 *The amount of liquidated damages provided in General Conditions Paragraph 9.12.1 payable by Contractor or Surety for each and every day of delay beyond Contract Time, are \$500.00 per day.***

## **ARTICLE 11 - INSURANCE AND BONDS**

- 11.2 *INSURANCE TO BE PROVIDED BY CONTRACTOR: Delete Paragraph 11.2.8. and replace with the following 11.2.8.*
- 11.2.1.4 Contractor shall provide Owners and Contractor's Protective Liability Insurance only if the contractor's bid price is equal to or greater than \$100,000.00.
- 11.2.8 *Endorsement of Primary Insurance:* Each policy except Workers' Compensation Insurance must contain an endorsement that the policy is primary insurance to any other insurance available to additional insured with respect to claims arising under the Contract.



**ONE-YEAR MAINTENANCE BOND**

**THAT WE,** \_\_\_\_\_, as Principal, hereinafter called Contractor, and the other subscriber hereto, \_\_\_\_\_, as Surety, do hereby acknowledge ourselves to be held and firmly bound to the City of Houston, a municipal corporation, in the sum of \$\_\_\_\_\_, for the payment of which sum well and truly to be made to the City of Houston and its successors, the said Contractor and Surety do bind themselves, their heirs, executors, administrators, successors, jointly and severally.

**THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:**

**WHEREAS,** the Contractor has on or about this day executed a Contract in writing with the City of Houston for \_\_\_\_\_, all of such work to be done as set out in full in said Contract documents therein referred to and adopted by the City Council, all of which are made a part of this instrument as fully and completely as if set out in full herein.

**NOW THEREFORE,** if the said Contractor shall comply with the provisions of Paragraph 11.5.1 of the General Conditions, and correct work not in accordance with the Contract documents discovered within the established one-year period, then this obligation shall become null and void, and shall be of no further force and effect; otherwise, the same is to remain in full force and effect.

Notices required or permitted hereunder shall be in writing and shall be deemed delivered when actually received or, if earlier, on the third day following deposit in a United States Postal Service post office or receptacle, with proper postage affixed (certified mail, return receipt requested), addressed to the respective other party at the address prescribed in the Contract documents, or at such other address as the receiving party may hereafter prescribe by written notice to the sending party.

**IN WITNESS THEREOF,** the said Contractor and Surety have signed and sealed this instrument on the respective dates written below their signatures and have attached current Power of Attorney.

ATTEST, SEAL: (if a corporation) \_\_\_\_\_

WITNESS: (if not a corporation) \_\_\_\_\_ Name of Contractor

By: \_\_\_\_\_  
Name:  
Title:

By: \_\_\_\_\_  
Name:  
Title:  
Date:

ATTEST/SURETY WITNESS:

(SEAL)

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

\_\_\_\_\_  
Address of Surety for Notice

\_\_\_\_\_  
Telephone Number of Surety

By: \_\_\_\_\_  
Name:  
Title:  
Date:

By: \_\_\_\_\_  
Name:  
Title: Attorney-in-Fact  
Date:

**This Ordinance or Contract has been reviewed as to form by the undersigned legal assistant and have been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.**

\_\_\_\_\_  
Legal Assistant

\_\_\_\_\_  
Date

## PERFORMANCE BOND

**THAT WE,** \_\_\_\_\_, as Principal, (the "Contractor"), and the other subscriber hereto, \_\_\_\_\_, as Surety, do hereby acknowledge ourselves to be held and firmly bound to the City of Houston (the "City"), a municipal corporation, in the penal sum of \$\_\_\_\_\_ for the payment of which sum, well and truly to be made to the City, its successors and assigns, Contractor and Surety do bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally.

### THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:

**WHEREAS,** the Contractor has on or about this day executed a Contract in writing with the City for \_\_\_\_\_, all of such work to be done as set out in full in said Contract documents therein referred to and adopted by the City Council, all of which are made a part of this instrument as fully and completely as if set out in full herein.

**NOW THEREFORE,** if the said Contractor shall faithfully and strictly perform the Contract in all its terms, provisions, and stipulations in accordance with its true meaning and effect, and in accordance with the Contract documents referred to therein and shall comply strictly with each and every provision of the Contract and with this Bond, then this obligation shall become null and void and shall have no further force and effect; otherwise the same is to remain in full force and effect. Should the Contractor fail to faithfully and strictly perform the Contract in all its terms, including but not limited to the indemnifications thereunder, the Surety shall be liable for all damages, losses, expenses and liabilities that the City may suffer in consequence thereof, as more fully set forth herein.

It is further understood and agreed that the Surety does hereby relieve the City or its representatives from the exercise of any diligence whatever in securing compliance on the part of the Contractor with the terms of the Contract, and the Surety agrees that it shall be bound to take notice of and shall be held to have knowledge of all acts or omissions of the Contractor in all matters pertaining to the Contract. The Surety understands and agrees that the provision in the Contract that the City will retain certain amounts due the Contractor until the expiration of 30 days from the acceptance of the Work is intended for the City's benefit, and the City will have the right to pay or withhold such retained amounts or any other amount owing under the Contract without changing or affecting the liability of the Surety hereon in any degree.

It is further expressly agreed by Surety that the City or its representatives are at liberty at any time, without notice to the Surety, to make any change in the Contract documents and in the Work to be done hereunder, as provided in the Contract, and in the terms and conditions thereof, or to make any change in, addition to, or deduction from the Work to be done hereunder; and that such changes, if made, shall not in any way vitiate the obligation in this Bond and undertaking or release the Surety there from.

It is further expressly agreed and understood that the Contractor and Surety will fully indemnify and save harmless the City from any liability, loss, cost, expense, or damage arising

out of Contractor's performance of the Contract.

If the City gives Surety notice of Contractor's default, Surety shall, within 45 days, take one of the following actions:

1. Arrange for Contractor, with consent of the City, to perform and complete the Contract; or
2. Take over and assume completion of the Contract itself, through its agents or through independent contractors, and become entitled to the payment of the balance of the Contract Price.

If the Surety fails to take either of the actions set out above, it shall be deemed to have waived its right to perform and complete the Contract and receive payment of the balance of the Contract Price and the City shall be entitled to enforce any remedies available at law, including but not limited to completing the Contract itself and recovering any cost in excess of the Original Contract Price from the Surety.

This Bond and all obligations created hereunder shall be performable in Harris County, Texas. This Bond is given in compliance with the provisions of Chapter 2253, Texas Government Code, as amended, which is incorporated herein by this reference.

Notices required or permitted hereunder shall be in writing and shall be deemed delivered when actually received or, if earlier, on the third day following deposit in a United States Postal Service post office or receptacle, with proper postage affixed (certified mail, return receipt requested), addressed to the respective other Party at the address prescribed in the Contract documents, or at such other address as the receiving party may hereafter prescribe by written notice to the sending party.

EXECUTED in multiple originals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ATTEST/SEAL: (if a corporation)  
WITNESS: (if not corporation)

\_\_\_\_\_  
(Name of Principal)

\_\_\_\_\_  
(Address of Principal)

By: \_\_\_\_\_  
Name:  
Title:  
Date:

By: \_\_\_\_\_  
Name:  
Title:  
Date:

ATTEST/SEAL  
SURETY WITNESS:

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
(Address of Surety)

By: \_\_\_\_\_  
Name:  
Title:  
Date:

By: \_\_\_\_\_  
Name:  
Title:  
Date:

REVIEWED:

This Bond has been reviewed as to form by the undersigned Paralegal and has been found to meet established Legal Department criteria.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Paralegal

**STATUTORY PAYMENT BOND**

**THAT WE,** \_\_\_\_\_, as Principal, hereinafter called Contractor and the other subscriber hereto, \_\_\_\_\_, as Surety, do hereby acknowledge ourselves to be held and firmly bound unto the City of Houston, a municipal corporation, in the sum of \$\_\_\_\_\_ for the payment of which sum, well and truly to be made to the City of Houston, and its successors, the said Contractor and Surety do bind themselves, their heirs, executors, administrators, successors, jointly and severally.

**THE CONDITIONS OF THIS OBLIGATION ARE SUCH THAT:**

**WHEREAS,** the Contractor has on or about this day executed a contract in writing with the City of Houston for \_\_\_\_\_, \_\_\_\_\_, all of such work to be done as set out in full in said Contract documents therein referred to and adopted by the City Council, all of which are made a part of this instrument as fully and completely as if set out in full herein;

**NOW, THEREFORE,** if the said Contractor shall pay all claimants supplying labor and materials to him or a Subcontractor in the prosecution of the Work provided for in the Contract, then, this obligation shall be void; otherwise the same is to remain in full force and effect;

**PROVIDED HOWEVER,** that this Bond is executed pursuant to the provisions of Chapter 2253, Texas Government Code, as amended, and all liabilities on this Bond shall be determined in accordance with the provisions of said Article to the same extent as if it were copied at length herein.

**IN WITNESS THEREOF,** the said Contractor and Surety have signed and sealed this instrument on the respective dates written below their signatures and have attached current Power of Attorney.

ATTEST, SEAL: (if a corporation)  
WITNESS: (if not a corporation)

\_\_\_\_\_  
Name of Contractor

By: \_\_\_\_\_  
Name:  
Title:

By: \_\_\_\_\_  
Name:  
Title:  
Date:

ATTEST/SURETY WITNESS:  
(SEAL)

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

\_\_\_\_\_  
Address of Surety for Notice

\_\_\_\_\_

\_\_\_\_\_  
Telephone Number of Surety

By: \_\_\_\_\_  
Name:  
Title:  
Date:

By: \_\_\_\_\_  
Name:  
Title: Attorney-in-Fact  
Date:

**This Ordinance or Contract has been reviewed as to form by the undersigned legal assistant and have been found to meet established Legal Department criteria. The Legal Department has not reviewed the content of these documents.**

\_\_\_\_\_  
Legal Assistant

\_\_\_\_\_  
Date