

ATTACHMENT 2

CITY OF COMMERCE CITY

SPECIAL CONDITIONS

**PROJECT NAME: Municipal Service Center (MSC) & Eagle Pointe Recreation Center
Electric Vehicle Charging Stations
PROJECT NO.: 2023-19-PW**

1. Liquidated Damages.

Liquidated damages assessed in accordance with the Contract Documents shall be at the rate of **\$400** per day.

2. Measurement.

Measurement of pay items subject to Unit Prices shall be **lump sum excluding sales tax and shipping costs.**

3. Licenses.

In addition to any licenses and permits required by law, the Contractor and any Subcontractor (if applicable to that Subcontractor's performance of Work) the following required licenses: **Licensed Electrical Contractor registered with the State of Colorado. Contractor will be required to acquire electrical permit(s) from the City Community Development Department.**

4. Holidays.

Holidays recognized by the City of Commerce City are:

- January 2, 2023 New Year's Day
- January 16, 2023 Martin Luther King Day
- February 20, 2023 President's Day
- May 29, 2023 Memorial Day
- June 19, 2023 Juneteenth
- July 4, 2023 Independence Day
- September 4, 2023 Labor Day
- November 11, 2023 Veteran's Day
- November 23, 2023 Thanksgiving Day
- November 24, 2023 Day After Thanksgiving
- December 25, 2023 Christmas Day

When New Year's Day, Independence Day, or Christmas Day falls on a Sunday, the following Monday shall be considered a holiday. When one of these days falls on a Saturday, the preceding Friday shall be considered a holiday.

5. Project Communications for Capital Improvement Program (CIP) Projects.

- 5.1. Communications Support: The City is responsible for implementing project-related communications, outreach and engagement activities for this project. The Contractor will be required to provide support to the City's Communications Specialist, **Deanna Byar**, unless otherwise designated by the City, to implement communications, outreach, engagement and

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information activities. The following is the contact information for the City's Communications Specialist:

Deanna Byar

City of Commerce City | 7887 E. 60th Avenue | Commerce City, CO 80022

Mobile: 303-289-3782 | Fax: 303-289-3688

Email: dbyar@c3gov.com

- 5.2. Communications Contact: The Contractor will provide a communications contact that is available every day, accessible and on-call by cell phone at all times and available upon request at other than normal working hours and during emergencies. The Contractor will review information and presentation materials for technical accuracy, approving content within forty-eight (48) hours of receipt.
- 5.3. Project Information & Schedule: The Contractor will provide the CIP communication coordinator with project and schedule information on a continual and timely basis. Project and schedule updates will be formal documents. The Contractor will include the City's CIP communications coordinator in weekly project meetings and provide weekly project and schedule information. Project and schedule updates will at a minimum include items such as: road/facility closures, parking impacts, utility impacts, schedule impacts, and other critical construction activities that could impact the public. Unscheduled or unforeseen construction events that will impact the public should be immediately report to the City's CIP communications coordinator by phone.
- 5.4. Project Signage: The City has created project signage. The City has created branding specifically for the CIP that the public has come to identify with CIP projects and serves as the primary visual identification for CIP projects. The Contractor shall not install any corporate identity signage on-site, with the exception of identifying the contractor's on-site office, with signage on the trailer/building.
- 5.5. Media & Governmental Relations Outreach:

The City's director of communications and government affairs, **Deanna Byar**, unless otherwise designated by the City, will handle all media and governmental relations and outreach unless otherwise directed.

The Contractor shall coordinate any corporate promotional/marketing materials about the project with the City's director. The Contractor shall immediately notify the director in the event of a media inquiry/visit.

- 5.6. Milestone Events:

The contractor shall partner with the City to host milestone events on-site, including:

- Opening event (Assume 1 event)

- 5.7. Closures and Construction Impacts:

5.7.1. Low-capacity road or facility closures will be communicated to the City's CIP communication coordinator, not less than eight (8) days prior to the expected closure, so that the City can provide the public at least seven (7) days prior notice of the expected closure.

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- 5.7.2. The Contractor will communicate high-capacity road closures, highway closures, night work with noise and light implications, or construction impacts to the public to the City's CIP communication coordinator, not less than fifteen (15) days prior to the expected closure, so that the City can provide the public with at least fourteen (14) days prior notice of the closure. High-capacity road closures, highway closures, night work with noise and light implications will require advanced written approval from the City.
- 5.7.3. The Contractor will communicate utility or construction impacts to the City's communication coordinator, not less than three (3) days prior to the expected impacts, so that the City can provide the public with at least forty-eight (48) hours prior notice of the expected impact.