

1 Amend **Section 108 – PROSECUTION AND PROGRESS** to read as follows:

2
3 **“SECTION 108 – PROSECUTION AND PROGRESS**

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5 **108.01 Notice to Proceed (NTP).** A Notice To Proceed will be issued to the
6 Contractor not more 30 calendar days after the contract certification date. The
7 Engineer may suspend the contract before issuing the Notice To Proceed, in
8 which case the Contractor’s remedies are exclusively those set forth in
9 Subsection 108.10 – Suspension of Work.

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11 The Contractor shall be allowed up to 14 calendar days after the Notice to
12 Proceed to begin physical work. The Start Work Date will be established when
13 this period ends or on the actual day that physical work begins, whichever is first.
14 Charging of Contract Time will begin on the Start Work Date. The Contractor
15 shall notify the Engineer, in writing, at least five working days before beginning
16 physical work.

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18 In the event that the Contractor fails to start physical work within the time
19 specified, the Engineer may terminate the contract in accordance with
20 Subsection 108.11 – Termination of Contract for Cause.

21
22 During the period between the Notice to Proceed and the Start Work Date
23 the Contractor should adjust work forces, equipment, schedules, and procure
24 materials and required permits, prior to beginning physical work.

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26 Any physical work done prior to the Start Work Date will be considered
27 unauthorized work. If the Engineer does not direct that the unauthorized work be
28 removed, it shall be paid for after the Start Work Date and only if it is acceptable.

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30 In the event that the Engineer establishes, in writing, a Start Work Date
31 that is beyond 60 calendar days from the Notice to Proceed date, the Contractor
32 may submit a claim in accordance with, Subsection 107.15 – Disputes and
33 Claims for increased labor and material costs which are directly attributable to
34 the delay beyond the first 60 calendar days after the Notice to Proceed date.

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36 The Contractor shall notify the Engineer at least 24 hours before restarting
37 physical work after a suspension of work pursuant to Subsection 108.10 –
38 Suspension of Work.

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40 Once physical work has begun, the Contractor shall work expeditiously
41 and pursue the work diligently to completion with the contract time. If a portion of
42 the work is to be done in stages, the Contractor shall leave the area safe and
43 usable for the user agency and the public at the end of each stage.

44
45 The following projects are tentatively scheduled for construction under
46 separate contracts within the same time frame:

- 47 (A) Installation of Pavement Preservation Strategies and Surface
48 Treatments at Various Locations, Oahu, Federal-Aid Project No.
49 STP-0300(158), Work Order No. 3, along Nimitz Highway from
50 Kalihi Stream Bridge to Sand Island Access Road and Pacific
51 Street to Awa Street, and Ala Moana Boulevard from Piikoi Street
52 to Atkinson Drive; estimated completion date is scheduled for
53 February 2021.
54
- 55 (B) Hart Street/Waiakamilo Road Replacement Sewer, Job No. W1-20;
56 construction is anticipated to begin in August 2021 and be
57 completed by July 2022 (Glenn Okita, ENV Design Project
58 Manager).
59
- 60 (C) Ala Moana Boulevard Elevated Pedestrian Walkway, Federal-Aid
61 Project No. BLD-092-1(029); construction is anticipated to begin in
62 January 2022 and be completed by June 2023.
63
- 64 (D) Honolulu Rail Transit Project, City Center Utilities and Roadway
65 (Marc Gravel, CCUR Project Manager - phone).
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67 The Contractor shall coordinate with the contractors of these projects. In the
68 event that any of these projects delay or conflict with this project, the Contractor
69 shall be aware that this project must be completed by the end of the contract
70 time, regardless of the NTP date.
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72 **108.02 Prosecution of Work.** Unless otherwise permitted by the Engineer, in
73 writing, the Contractor shall not commence with physical construction unless
74 sufficient materials and equipment are available for either continuous
75 construction or completion of a specified portion of the work.
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77 **108.03 Preconstruction Submittals.** The awardee shall submit to the
78 Engineer for information and review the pre-construction submittals within 21
79 calendar days from award. Until the items listed below are received and found
80 acceptable by the Engineer, the Contractor shall not start physical work unless
81 otherwise authorized to do so in writing and subject to such conditions set by the
82 Engineer. Charging of Contract Time will not be delayed, and additional contract
83 time will not be granted due to Contractor delay in submitting acceptable
84 preconstruction submittals. No progress payment will be made to the Contractor
85 until the Engineer acknowledges, in writing, receipt of the following
86 preconstruction submittals acceptable to the Engineer:
87

- 88 (1) List of the Superintendent and other Supervisory Personnel, and
89 their contact information.
90
- 91 (2) Name of person(s) authorized to sign for the Contractor.
92

- 93 (3) Work Schedule including hours of operation.
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95 (4) Initial Progress Schedule (See Subsection 108.06 – Progress
96 Schedule).
97
98 (5) Water Pollution and Siltation Control Submittals, including Site-
99 Specific Best Management Practice Plan.
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101 (6) Solid Waste Disposal form.
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103 (7) Tax Rates.
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105 (8) Insurance Rates.
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107 (9) Certificate of Insurance, satisfactory to the Engineer, indicating that
108 the Contractor has in place all insurance coverage required by the
109 contract documents.
110
111 (10) Schedule of agreed prices.
112
113 (11) List of suppliers.
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115 (12) Traffic Control Plan, if applicable.
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117 **108.04 Character and Proficiency of Workers.** The Contractor shall at all
118 times provide adequate supervision and sufficient labor and equipment for
119 prosecuting the work to full completion in the manner and within the time required
120 by the contract. The superintendent and all other representatives of the
121 Contractor shall act in a civil and honest manner in all dealings with the Engineer,
122 all other State officials and representatives, and the public, in connection with the
123 work.

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125 All workers shall possess the proper license, certification, job
126 classification, skill, training, and experience necessary to properly perform the
127 work assigned to them.
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129 The Engineer may direct the removal of any worker(s) who does not carry
130 out the assigned work in a proper and skillful manner or who is disrespectful,
131 intemperate, violent, or disorderly. The worker shall be removed forthwith by the
132 Contractor and will not work again without the written permission of the Engineer.
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134 **108.05 Contract Time.**

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136 (A) **Calculation of Contract Time.** When the contract time is on a
137 working day basis, the total contract time allowed for the performance of
138 the work will be the number of working days shown in the contract plus

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any additional working days authorized in writing as provided hereinafter. The count of elapsed working days to be charged against contract time, will begin from the Start Work Date and will continue consecutively to the date of Substantial Completion. When multiple shifts are used to perform the work, the State will not consider the hours worked over the normal eight working hours per day or night as an additional working day.

When the contract is on a calendar day basis, the total contract time allowed for the performance of the work will be the number of days shown in the contract plus any additional days authorized in writing as provided hereinafter. The count of elapsed days to be charged against contract time will begin from the Start Work Date and will continue consecutively to the date of Substantial Completion. The Engineer will exclude days elapsing between the orders of the Engineer to suspend work and resume work for suspensions not the fault of the Contractor.

(B) Modifications of Contract Time. Whenever the Contractor believes that an extension of contract time is justified, the Contractor shall serve written notice on the Engineer not more than five working days after the occurrence of the event that causes a delay or justifies a contract time extension. Contract time may be adjusted for the following reasons or events, but only if and to the extent the critical path has been affected:

(1) Changes in the Work, Additional Work, and Delays Caused by the State. If the Contractor believes that an extension of time is justified on account of any act or omission by the State, and is not adequately provided for in a field order or change order, it must request the additional time as provided above. At the request of the Engineer, the Contractor must show how the critical path will be affected and must also support the time extension request with schedules, as well as statements from its subcontractors, suppliers, or manufacturers, as necessary. Claims for compensation for any altered or additional work will be determined pursuant to Subsection 104.02 – Changes.

Additional time to perform the extra work will be added to the time allowed in the contract without regard to the date the change directive was issued, even if the contract completion date has passed. A change requiring time issued after contract time has expired will not constitute an excusal or waiver of pre-existing Contractor delay.

(2) Delay for Permits. For delays in the routine application and processing time required to obtain necessary permits, including permits to be obtained from State agencies, the Engineer may grant an extension provided that the permit takes longer than 30

185 days to acquire and the delay is not caused by the Contractor, and
186 provided that as soon as the delay occurs, the Contractor notifies
187 the Engineer in writing that the permits are not available. Permits
188 required by the contract that take less than 30 days to acquire from
189 the time which the appropriate documents are granted shall be
190 acquired between Notice to Proceed and Start Work Date or
191 accounted for in the contractor's progress schedule. Time
192 extensions will be the exclusive relief granted on account of such
193 delays.

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195 **(3) Delays Beyond Contractor's Control.** For delays caused
196 by acts of God, a public enemy, fire, inclement weather days or
197 adverse conditions resulting therefrom, earthquakes, floods,
198 epidemics, quarantine restrictions, labor disputes impacting the
199 Contractor or the State, freight embargoes and other reasons
200 beyond the Contractor's control, the Contractor may be granted an
201 extension of time provided that:

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203 **(a)** In the written notice of delay to the Engineer, the
204 Contractor describes possible effects on the completion date
205 of the contract. The description of delays shall:

- 206
207 1. State specifically the reason or reasons for the
208 delay and fully explain in a detailed chronology how
209 the delay affects the critical path.
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211 2. Include copies of pertinent documentation to
212 support the time extension request.
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214 3. Cite the anticipated period of delay and the time
215 extension requested.
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217 4. State either that the above circumstances have
218 been cleared and normal working conditions restored
219 as of a certain day or that the above circumstances
220 will continue to prevent completion of the project.

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222 **(b)** The Contractor shall notify the Engineer in writing
223 when the delay ends. Time extensions will be the exclusive
224 relief granted and no additional compensation will be paid
225 the Contractor for such delays.

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227 **(4) Delays in Delivery of Materials or Equipment.** For delays
228 in delivery of materials or equipment, which occur as a result of
229 unforeseeable causes beyond the control and without fault of the
230 Contractor, its subcontractor(s) or supplier(s), time extensions shall

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be the exclusive relief granted and no additional compensation will be paid the Contractor on account of such delay. The delay shall not exceed the difference between the originally scheduled delivery date and the actual delivery date. The Contractor may be granted an extension of time provided that it complies with the following procedures:

(a) The Contractor's written notice to the Engineer must describe the delays and state the effect such delays may have on the critical path.

(b) The Contractor, if requested, must submit to the Engineer within five days after a firm delivery date for the material and equipment is established, a written statement regarding the delay. The Contractor must justify the delay as follows:

1. State specifically all reasons for the delay. Explain in a detailed chronology the effect of the delay on the critical path.

2. Submit copies of purchase order(s), factory invoice(s), bill(s) of lading, shipping manifest(s), delivery tag(s), and any other documents to support the time extension request.

3. Cite the start and end date of the delay and the time extension requested.

(5) Delays for Suspension of Work. When the performance of the work is totally suspended for one or more days (calendar or working days, as appropriate) by order of the Engineer in accordance with Subsections 108.10(A)(1), 108.10(A)(2), or 108.10(A)(5) the number of days from the effective date of the Engineer's order to suspend operations to the effective date of the Engineer's order to resume operations shall not be counted as contract time and the contract completion date will be adjusted. During periods of partial suspensions of the work, the Contractor will be granted a time extension only if the partial suspension affects the critical path. If the Contractor believes that an extension of time is justified for a partial suspension of work, it must request the extension in writing at least five working days before the partial suspension will affect the critical operation(s) in progress. The Contractor must show how the critical path was increased based on the status of the work and must also support its claim if requested,

276 with statements from its subcontractors. A suspension of work will
277 not constitute a waiver of pre-existing Contractor delay.

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279 **(6) Contractor Caused Delays.** No time extension will be
280 granted under the following circumstances:

281
282 **(a)** Delays within the Contractor's control in performing
283 the work caused by the Contractor, subcontractor, supplier,
284 or any combination thereof.

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286 **(b)** Delays within the Contractor's control in arrival of
287 materials and equipment caused by the Contractor,
288 subcontractor, supplier, or any combination thereof, in
289 ordering, fabricating, and delivery.

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291 **(c)** Delays requested for changes which do not affect the
292 critical path.

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294 **(d)** Delays caused by the failure of the Contractor to
295 make submittals in a timely manner for review and
296 acceptance by the Engineer, such as but not limited to shop
297 drawings, descriptive sheets, material samples, and color
298 samples except as covered in Subsection 108.05(B)(3) –
299 Delays Beyond Contractor's Control and 108.05(B)(4) –
300 Delays in Delivery of Materials or Equipment.

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302 **(e)** Delays caused by the failure to submit sufficient
303 information and data in a timely manner in the proper form in
304 order to obtain necessary permits related to the work.

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306 **(f)** Failure to follow the procedure within the time allowed
307 by contract to request a time extension.

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309 **(g)** Failure of the Contractor to provide evidence sufficient
310 to support the time extension request.

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312 **(7) Reduction in Time.** If the State deletes or modifies any
313 portion of the work, an appropriate reduction of contract time may
314 be made in accordance with Subsection 104.02 - Changes.

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316 **108.06 Progress Schedules.**

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318 **(A) Forms of Schedule.** All schedules shall be submitted using the
319 specific computer program designated in the bid documents. If no such
320 scheduling software program is designated, then all schedules shall be

321 submitted using the latest version of Microsoft Project by Microsoft or
322 approved equivalent software program.

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324 Schedule submittals shall be as follows:

325
326 **(1) For Contracts \$2,000,000 or less or For Contract Time**
327 **100 Working Days or 140 Calendar Days or Less.** For contracts
328 of \$2,000,000 or less or for contract time of 100 working days or
329 140 calendar days or less, the progress schedule will be a Time
330 Scaled Logic Diagram (TSLD). The Contractor shall submit a
331 TSLD submittal package meeting the following requirements and
332 having these essential and distinctive elements:

333
334 **(a)** The major features of work, such as but not limited to
335 BMP installation, grubbing, roadway excavation, structure
336 excavation, structure construction, shown in the
337 chronological order in which the Contractor proposes to work
338 that feature or work and its location on the project. The
339 schedule shall account for normal inclement weather,
340 unusual soil or other conditions that may influence the
341 progress of the work, schedules, and coordination required
342 by any utility, off or on site fabrications, and other pertinent
343 factors that relate to progress;

344
345 **(b)** All features listed or not listed in the contract
346 documents that the Contractor considers a controlling factor
347 for the timely completion of the contract work.

348
349 **(c)** The time span and sequence of the activities or
350 events for each feature, and its interrelationship and
351 interdependencies in time and logic to other features in order
352 to complete the project.

353
354 **(d)** The total anticipated time necessary to complete work
355 required by the contract.

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357 **(e)** A chronological listing of critical intermediate dates or
358 time periods for features or milestones or phases that can
359 affect timely completion of the project.

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361 **(f)** Major activities related to the location on the project.

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363 **(g)** Non-construction activities, such as submittal and
364 acceptance periods for shop drawings and material,
365 procurement, testing, fabrication, mobilization, and
366 demobilization or order dates of long lead material.

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(h) Set schedule logic for out of sequence activities to retain logic. In addition, open ends shall be non-critical.

(i) Show target bars for all activities.

(j) Vertical and horizontal sight lines both major and minor shall be used as well as a separator line between groups. The Engineer will determine frequency and style.

(k) The file name, print date, revision number, data and project title and number shall be included in the title block.

(l) Have columns with the appropriate data in them for activity ID, description, original duration, remaining duration, early start, early finish, total float, percent complete, resources. The resource column shall list who is responsible for the work to be done in the activity. These columns shall be to the left of the bar chart.

(2) For Contracts Which Have A Contract Amount More Than \$2,000,000 Or Having A Contract Time Of More Than 100 Working Days Or 140 Calendar Days. For contracts which have a contract amount more than \$2,000,000 or contract time of more than 100 working days or 140 calendar days, the Contractor shall submit a Timed-Scaled Logic Diagram (TSLD) meeting the following requirements and having these essential and distinctive elements:

(a) The information and requirements listed in Subsection 108.06(A)(1) – For Contracts \$2,000,000 or Less or For Contract Time 100 Working Days or 140 Calendar Days or Less.

(b) Additional reports and graphics available from the software as requested by the Engineer.

(c) Sufficient detail to allow at least weekly monitoring of the Contractor and subcontractor's operations.

(d) The time scaled schematic shall be on a calendar or working days basis. What will be used shall be determined by how the contract keeps track of time. It will be the same. Plot the critical calendar dates anticipated.

- 412 (e) Breakdown of activity, such as forming, placing
413 reinforcing steel, concrete pouring and curing, and stripping
414 in concrete construction. Indicate location of work to be
415 done in such detail that it would be easily determined where
416 work would be occurring within approximately 200 feet.
417
- 418 (f) Latest start and finish dates for critical path activities.
419
- 420 (g) Identify responsible subcontractor, supplier, and
421 others for their respective activity.
422
- 423 (h) No individual activity shall have duration of more than
424 20 calendar days unless requested and approved by the
425 Engineer.
426
- 427 (i) All activities shall have work breakdown structure
428 codes and activity codes. The activity codes shall have
429 coding that incorporates information for phase, location, who
430 is responsible for doing work and type of operation and
431 activity description.
432
- 433 (j) Incorporate all physical access and availability
434 restraints.
435

436 **(B) Inspection and Testing.** All schedules shall provide reasonable
437 time and opportunity for the Engineer to inspect and test each work
438 activity.
439

440 **(C) Engineer's Acceptance of Progress Schedule.** The submittal of,
441 and the Engineer's receipt of any progress schedule, shall not be deemed
442 an agreement to modify any terms or conditions of the contract. Any
443 modifications to the contract terms and conditions that appear in or may
444 be inferred from an acceptable schedule will not be valid or enforceable
445 unless and until the Engineer exercises discretion to issue an appropriate
446 change order. Nor shall any submittal or receipt imply the Engineer's
447 approval of the schedule's breakdown, its individual elements, any critical
448 path that may be shown, nor shall it obligate the State to make its
449 personnel available outside normal working hours or the working hours
450 established by the Contract in order to accommodate such schedule. The
451 Contractor has the risk of all elements (whether or not shown) of the
452 schedule and its execution. No claim for additional compensation, time, or
453 both, shall be made by the Contractor or recognized by the Engineer for
454 delays during any period for which an acceptable progress schedule or an
455 updated progress schedule as required by Subsection 108.06(E) –
456 Contractor's Continuing Schedule Submittal Requirements had not been
457 submitted. Any acceptance or approval of the schedule shall be for

458 general format only and shall not be deemed an agreement by the State
459 that the construction means, methods, and resources shown on the
460 schedule will result in work that conforms to the contract requirements or
461 that the sequences or durations indicated are feasible.

462
463 **(D) Initial Progress Schedule.** The Contractor shall submit an initial
464 progress schedule. The initial progress schedule shall consist of the
465 following:

- 466
467 (1) Four sets of the TSLD schedule.
- 468
469 (2) All the software files and data to re-create the TSLD in a
470 computerized software format as specified by the Engineer.
- 471
472 (3) A listing of equipment that is anticipated to be used on the
473 project. Including the type, size, make, year of manufacture, and all
474 information necessary to identify the equipment in the Rental Rate
475 Blue Book for Construction Equipment.
- 476
477 (4) An anticipated manpower requirement graph plotting
478 contract time and total manpower requirement. This may be
479 superimposed over the payment graph.
- 480
481 (5) A Method Statement that is a detailed narrative describing
482 the work to be done and the method by which the work shall be
483 accomplished for each major activity. A major activity is an activity
484 that:
- 485
486 (a) Has a duration longer than five days.
- 487
488 (b) Is a milestone activity.
- 489
490 (c) Is a contract item that exceeds \$10,000 on the
491 contract cost proposal.
- 492
493 (d) Is a critical path activity.
- 494
495 (e) Is an activity designated as such by the Engineer.

496
497 Each Method Statement shall include the following items
498 needed to fulfill the schedule:

- 499
500 (a) Quantity, type, make, and model of equipment.
- 501
502 (b) The manpower to do the work, specifying worker
503 classification.

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(c) The production rate per eight hour day, or the working hours established by the contract documents needed to meet the time indicated on the schedule. If the production rate is not for eight hours, the number of working hours shall be indicated.

(6) Two sets of color time-scaled project evaluation and review technique charts (“PERT”) using the activity box template of Logic – Early Start or such other template designated by the Engineer.

If the contract documents establish a sequence or order for the work, the initial progress schedule shall conform to such sequence or order.

(E) Contractor’s Continuing Schedule Submittal Requirements. After the acceptance of the initial TSLD and when construction starts, the Contractor shall submit four plotted progress schedules, two PERT charts, and reports on all construction activities every two weeks (bi-weekly). This scheduled bi-weekly submittal shall also include an updated version of the project schedule in a computerized software format as specified by the Engineer. The submittal shall have all the information needed to re-create that time period’s TSLD plot and reports. The bi-weekly submittal shall include, but not limited to, an update of activities based on actual durations, all new activities and any changes in duration or start or finish dates of any activity.

The Contractor shall submit with every update, in report form acceptable to the Engineer, a list of changes to the progress schedule since the previous schedule submittal. The Engineer may change the frequency of the submittal requirements but may not require a submittal of the schedule to be more than once a week. The Engineer may decrease the frequency of the submittal of the bi-weekly schedule.

The Contractor shall submit updates of the anticipated work completion graph, equipment listing, manpower requirement graph or method statement when requested by the Engineer. The Contractor shall submit such updates within 4 calendar days from the date of the request by the Engineer.

The Engineer may withhold progress payment until the Contractor is in compliance with all schedule update requirements

(F) Float. All float appearing on a schedule is a shared commodity. Float does not belong to or exist for the exclusive use or benefit of either the State or the Contractor. The State or the Contractor has the

550 opportunity to use available float until it is depleted. Float has no
551 monetary value.

552
553 **(G) Scheduled Meetings.** The Contractor shall meet on a bi-weekly
554 basis with the Engineer to review the progress schedule. The Contractor
555 shall have someone attending the meeting that can answer all questions
556 on the TSLD and other schedule related submittals.

557
558 **(H) Accelerated Schedule; Early Completion.** If the Contractor
559 submits an accelerated schedule (shorter than the contract time), the
560 Engineer's review and acceptance of an accelerated schedule does not
561 constitute an agreement or obligation by the State to modify the contract
562 time or completion date. The Contractor is solely responsible for and shall
563 accept all risks and any delays, other than those that can be directly and
564 solely attributable to the State, that may occur during the work, until the
565 contract completion date. The contract time or completion date is
566 established for the benefit of the State and cannot be changed without an
567 appropriate change order or Substantial Completion granted by the State.
568 The State may accept the work before the completion date is established,
569 but is not obligated to do so.

570 If the TSLD indicates an early completion of the project, the
571 Contractor shall, upon submittal of the schedule, cooperate with the
572 Engineer in explaining how it will be achieved. In addition, the Contractor
573 shall submit the above explanation in writing which shall include the
574 State's part, if any, in achieving the early completion date. Early
575 completion of the project shall not rely on changes to the Contract
576 Documents unless approved by the Engineer.

577
578 **(I) Contractor Responsibilities.** The Contractor shall promptly
579 respond to any inquiries from the Engineer regarding any schedule
580 submission. The Contractor shall adjust the schedule to address
581 directives from the Engineer and shall resubmit the TSLD package to the
582 Engineer until the Engineer finds it acceptable.

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584 The Contractor shall perform the work in accordance with the
585 submitted TSLD. The Engineer may require the Contractor to provide
586 additional work forces and equipment to bring the progress of the work
587 into conformance with the TSLD at no increase in contract price or
588 contract time whenever the Engineer determines that the progress of the
589 work does not insure completion within the specified contract time.

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591 **108.07 Weekly Meeting.** In addition to the bi-weekly schedule meetings, the
592 Contractor shall be available to meet once a week with the Engineer at the time
593 and place as determined by the Engineer to discuss the work and its progress
594 including but not limited to, the progress of the project, potential problems,
595 coordination of work, submittals, erosion control reports, etc. The Contractor's

596 personnel attending shall have the authority to make decisions and answer
597 questions.

598
599 The Contractor shall bring to weekly meetings a detailed work schedule
600 showing the next three weeks' work. Number of copies of the detailed work
601 schedule to be submitted will be determined by the Engineer. The three-week
602 schedule is in addition to the TSLD and shall in no way be considered as a
603 substitute for the TSLD or vice versa. The three-week schedule shall show:
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605 (A) All construction events, traffic control and BMP related activities in
606 such detail that the Engineer will be able to determine at what location and
607 type of work will be done for any day for the next three weeks. This is for
608 the State to use to plan its manpower requirements for that time period.
609

610 (B) The duration of all events and delays.
611

612 (C) The critical path clearly marked in red or marked in a manner that
613 makes it clearly distinguishable from other paths and is acceptable to the
614 Engineer.
615

616 (D) Critical submittals and requests for information (RFI's).
617

618 (E) The project title, project number, date created, period the schedule
619 covers, Contractor's name and creator of the schedule on each page.
620

621 Two days prior to each weekly meeting, the Contractor shall submit a list
622 of outstanding submittals, RFIs and issues that require discussion.
623

624 **108.08 Liquidated Damages for Failure to Complete the Work or Portions**
625 **of the Work on Time.** The actual amount of damages resulting from the
626 Contractor's failure to complete the contract in a timely manner is difficult to
627 accurately determine. Therefore, the amount of such damages shall be
628 liquidated damages as set forth herein and in the special provisions. The State
629 may, at its discretion, deduct the amount from monies due or that may become
630 due under the contract.
631

632 When the Contractor fails to reach substantial completion of the work for
633 which liquidated damages are specified, within the time or times fixed in the
634 contract or any extension thereof, in addition to all other remedies for breach that
635 may be available to the State, the Contractor shall pay liquidated damages to the
636 State, in the amount of \$6,000 per working day.
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638 (A) **Liquidated Damages Upon Termination.** If the State terminates
639 on account of Contractor's default, liquidated damages may be charged
640 against the defaulting Contractor and its surety until final completion of
641 work.

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(B) Liquidated Damages for Failure to Complete the Punchlist. The Contractor shall complete the work on any punchlist created after the pre-final inspection, within the contract time or any extension thereof.

When the Contractor fails to complete the work on such punchlist within the contract time or any extension thereof, the Contractor shall pay liquidated damages to the State of 20 percent of the amount of liquidated damages established for failure to substantially complete the work within contract time. Liquidated damages shall not be assessed for the period between:

- (1) Notice from the Contractor that the project is substantially complete and the time the punchlist is delivered to the Contractor.
- (2) The date of the completion of punchlist as determined by the Engineer and the date of the successful final inspection, and
- (3) The date of the Final Inspection that results in Substantial Completion and the receipt by the Contractor of the written notice of Substantial Completion.

(C) Actual Damages Recoverable If Liquidated Damages Deemed Unenforceable. In the event a court of competent jurisdiction holds that any liquidated damages assessed pursuant to this contract are unenforceable, the State will be entitled to recover its actual damages for Contractor's failure to complete the work, or any designated portion of the work within the time set by the contract.

108.09 Rental Fees for Unauthorized Lane Closure or Occupancy. In addition to all other remedies available to the State for Contractor's breach of the terms of the contract, the Engineer will assess the rental fees in the amount of \$500 for every one-to fifteen-minute increment for each roadway lane closed to public use or occupied beyond the time periods authorized in the contract or by the Engineer. The maximum amount assessed per day shall be \$5,000. The State may, at its discretion, deduct the amount from monies due or that may become due under the contract. The rental fee may be waived in whole or part if the Engineer determines that the unauthorized period of lane closure or occupancy was due to factors beyond the control of the Contractor. Equipment breakdown is not a cause to waive liquidated damages.

108.10 Suspension of Work.

(A) Suspension of Work. The Engineer may, by written order, suspend the performance of the work, either in whole or in part, for such

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periods as the Engineer may deem necessary, for any cause, including but not limited to:

- (1) Weather or soil conditions considered unsuitable for prosecution of the work.
- (2) Whenever a redesign that may affect the work is deemed necessary by the Engineer.
- (3) Unacceptable noise or dust arising from the construction even if it does not violate any law or regulation.
- (4) Failure on the part of the Contractor to:
 - (a) Correct conditions unsafe for the general public or for the workers.
 - (b) Carry out orders given by the Engineer.
 - (c) Perform the work in strict compliance with the provisions of the contract.
 - (d) Provide adequate supervision on the jobsite.
- (5) The convenience of the State.

(B) Partial and Total Suspension. Suspension of work on some but not all items of work shall be considered a “partial suspension”. Suspension of work on all items shall be considered “total suspension”. The period of suspension shall be computed from the date set out in the written order for work to cease until the date of the order for work to resume.

(C) Reimbursement to Contractor. In the event that the Contractor is ordered by the Engineer in writing as provided herein to suspend all work under the contract for the reasons specified in Subsections 108.10(A)(2), 108.10(A)(3), or 108.10(A)(5) of the “Suspension of Work” paragraph, the Contractor may be reimbursed for actual direct costs incurred on work at the jobsite, as authorized in writing by the Engineer, including costs expended for the protection of the work. An allowance of 5 percent for indirect categories of delay costs will be paid on any reimbursed direct costs, including extended branch and home-office overhead and delay impact costs. No allowance will be made for anticipated profits. Payment for equipment which is ordered to standby during such suspension of work shall be made as described in Subsection 109.06(H) - Idle and Standby Equipment.

733 **(D) Cost Adjustment.** If the performance of all or part of the work is
734 suspended for reasons beyond the control of the Contractor except an
735 adjustment shall be made for any increase in cost of performance of this
736 contract (excluding profit) necessarily caused by such suspension, and
737 the contract modified in writing accordingly.
738

739 However, no adjustment to the contract price shall be made for any
740 suspension, delay, or interruption:

741 **(1)** For weather related conditions.

742 **(2)** To the extent that performance would have been so
743 suspended, delayed, or interrupted by any other cause, including
744 the fault or negligence of the Contractor.
745

746 **(3)** Or, for which an adjustment is provided for or excluded
747 under any other provision of this Contract.
748

749 **(E) Claims for Adjustment.** Any adjustment in contract price made
750 shall be determined in accordance with Subsections 104.02 – Changes
751 and 104.06 – Methods of Price Adjustment.
752

753 Any claims for such compensation shall be filed in writing with the
754 Engineer within 30 days after the date of the order to resume work or the
755 claim will not be considered. The claim shall conform to the requirements
756 of Subsection 107.15(D) – Making of a Claim. The Engineer will take the
757 claim under consideration, may make such investigations as are deemed
758 necessary and will be the sole judge as to the equitability of the claim.
759 The Engineer’s decision will be final.
760

761 **(F) No Adjustment.** No provision of this clause shall entitle the
762 Contractor to any adjustments for delays due to failure of its surety, the
763 cancellation or expiration of any insurance coverage required by the
764 contract documents, for suspensions made at the request of the
765 Contractor, for any delay required under the contract, for suspensions,
766 either partial or whole, made by the Engineer under Subsection
767 108.10(A)(4) of the “Suspension of work” paragraph.
768

769 **108.11 Termination of Contract for Cause.**

770 **(A) Default.** If the Contractor refuses or fails to perform the work, or
771 any separable part thereof, with such diligence as will assure its
772 completion within the time specified in this contract, or any extension
773 thereof, or commits any other material breach of this contract, and further
774 fails within seven days after receipt of written notice from the Engineer to
775 commence and continue correction of the refusal or failure with diligence
776
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779 and promptness, the Engineer may, by written notice to the Contractor,
780 declare the Contractor in breach and terminate the Contractor's right to
781 proceed with the work or the part of the work as to which there has been
782 delay or other breach of contract. In such event, the State may take over
783 the work, perform the same to completion, by contract or otherwise, and
784 may take possession of, and utilize in completing the work, the materials,
785 appliances, and plants as may be on the site of the work and necessary
786 therefore. Whether or not the Contractor's right to proceed with the work
787 is terminated, the Contractor and the Contractor's sureties shall be liable
788 for any damage to the State resulting from the Contractor's refusal or
789 failure to complete the work within the specified time.

790
791 **(B) Additional Rights and Remedies.** The rights and remedies of the
792 State provided in this contract are in addition to any other rights and
793 remedies provided by law.

794
795 **(C) Costs and Charges.** All costs and charges incurred by the State,
796 together with the cost of completing the work under contract, will be
797 deducted from any monies due or which would or might have become due
798 to the Contractor had it been allowed to complete the work under the
799 contract. If such expense exceeds the sum which would have been
800 payable under the contract, then the Contractor and the surety shall be
801 liable and shall pay the State the amount of the excess.

802
803 In case of termination, the Engineer will limit any payment to the
804 Contractor to the part of the contract satisfactorily completed at the time of
805 termination. Payment will not be made until the work has satisfactorily
806 been completed and all required documents, including the tax clearance
807 required by Subsection 109.11 – Final Payment are submitted by the
808 Contractor. Termination shall not relieve the Contractor or Surety from
809 liability for liquidated damages.

810
811 **(D) Erroneous Termination for Cause.** If, after notice of termination
812 of the Contractor's right to proceed under this section, it is determined for
813 any reason that good cause did not exist to allow the State to terminate as
814 provided herein, the rights and obligations of the parties shall be the same
815 as, and the relief afforded the Contractor shall be limited to, the provisions
816 contained in Subsection 108.12 – Termination for Convenience.

817
818 **108.12 Termination For Convenience.**

819
820 **(A) Terminations.** The Director may, when the interests of the State
821 so require, terminate this contract in whole or in part, for the convenience
822 of the State. The Director will give written notice of the termination to the
823 Contractor specifying the part of the contract terminated and when
824 termination becomes effective.

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(B) Contractor's Obligations. The Contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the Contractor shall stop work to the extent specified. The Contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The Contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work subject to the State's approval. The Engineer may direct the Contractor to assign the Contractor's right, title, and interest under terminated orders or subcontracts to the State. The Contractor must still complete the work not terminated by the notice of termination and may incur obligations as necessary to do so.

(C) Right to Construction and Goods. The Engineer may require the Contractor to transfer title and to deliver to the State in the manner and to the extent directed by the Engineer, the following:

- (1) Any completed work.
- (2) Any partially completed construction, goods, materials, parts, tools, dies, jigs, fixtures, drawings, information, and contract rights (hereinafter called "construction material") that the Contractor has specifically produced or specially acquired for the performance of the terminated part of this contract.
- (3) The Contractor shall protect and preserve all property in the possession of the Contractor in which the State has an interest. If the Engineer does not elect to retain any such property, the Contractor shall use its best efforts to sell such property and construction materials for the State's account in accordance with the standards of HRS Chapter 490:2-706.

(D) Compensation.

- (1) The Contractor shall submit a termination claim specifying the amounts due because of the termination for convenience together with cost or pricing data, submitted to the extent required by HAR Subchapter 15, Chapter 3-122. If the Contractor fails to file a termination claim within one year from the effective date of termination, the Engineer may pay the Contractor, if at all, an amount set in accordance with Subsection 108.12(D)(3).
- (2) The Engineer and the Contractor may agree to a settlement provided the Contractor has filed a termination claim supported by cost or pricing data submitted as required and that the settlement

871 does not exceed the total contract price plus settlement costs
872 reduced by payments previously made by the State, the proceeds
873 of any sales of construction, supplies, and construction materials
874 under Subsection 108.12(C)(3), and the proportionate contract
875 price of the work not terminated.
876

877 **(3)** Absent complete agreement, the Engineer will pay the
878 Contractor the following amounts less any payments previously
879 made under the contract:
880

881 **(a)** The cost of all contract work performed prior to the
882 effective date of the notice of termination work plus a 5
883 percent markup on the actual direct costs, including amounts
884 paid to subcontractor, less amounts paid or to be paid for
885 completed portions of such work; provided, however, that if it
886 appears that the Contractor would have sustained a loss if
887 the entire contract would have been completed, no markup
888 shall be allowed or included and the amount of
889 compensation shall be reduced to reflect the anticipated rate
890 of loss. No anticipated profit or consequential damage will
891 be due or paid.
892

893 **(b)** Subcontractors shall be paid a markup of 10 percent
894 on their direct job costs incurred to the date of termination.
895 No anticipated profit or consequential damage will be due or
896 paid to any subcontractor. These costs must not include
897 payments made to the Contractor for subcontract work
898 during the contract period.
899

900 **(c)** The total sum to be paid the Contractor shall not
901 exceed the total contract price reduced by the amount of any
902 sales of construction supplies, and construction materials.
903

904 **(4)** Cost claimed, agreed to, or established by the State shall be
905 in accordance with HAR Chapter 3-123.
906

907 **108.13 Pre-Final and Final Inspections.**
908

909 **(A) Inspection Requirements.** Before the Engineer undertakes a final
910 inspection of any work, a pre-final inspection must first be conducted.
911 The Contractor shall notify the Engineer that the work has reached
912 substantial completion and is ready for pre-final inspection.
913

914 **(B) Pre-Final Inspection.** Before notifying the Engineer that the work
915 has reached substantial completion, the Contractor shall inspect the
916 project and test all installed items with all of its subcontractors as

917 appropriate. The Contractor shall also submit the following documents as
918 applicable to the work:

- 919
- 920 (1) All written guarantees required by the contract.
- 921
- 922 (2) Two accepted final field-posted drawings as specified in
923 Section 648 – Field-Posted Drawings;
- 924
- 925 (3) Complete weekly certified payroll records for the Contractor
926 and Subcontractors.
- 927
- 928 (4) Certificate of Plumbing and Electrical Inspection.
- 929
- 930 (5) Certificate of building occupancy as required.
- 931
- 932 (6) Certificate of Soil and Wood Treatments.
- 933
- 934 (7) Certificate of Water System Chlorination.
- 935
- 936 (8) Certificate of Elevator Inspection, Boiler and Pressure Pipe
937 Inspection.
- 938
- 939 (9) Maintenance Service Contract and two copies of a list of all
940 equipment installed.
- 941
- 942 (10) Current Tax clearance. The contractor will be required to
943 submit an additional tax clearance certificate when the final
944 payment is made.
- 945
- 946 (11) And any other final items and submittals required by the
947 contract documents.

948

949 **(C) Procedure.** When in compliance with the above requirements, the
950 Contractor shall notify the Engineer in writing that the project has reached
951 substantial completion and is ready for pre-final inspection.

952

953 The Engineer will then make a preliminary determination as to
954 whether or not the project is substantially complete and ready for pre-final
955 inspection. The Engineer may, in writing, postpone until after the pre-final
956 inspection the Contractor's submittal of any of the items listed in
957 Subsection 108.13(B) – Pre-Final Inspection, herein, if in the Engineer's
958 discretion it is in the interest of the State to do so.

959

960 If, in the opinion of the Engineer, the project is not substantially
961 complete, the Engineer will provide the Contractor a punchlist of specific
962 deficiencies in writing which must be corrected or finished before the work

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will be ready for a pre-final inspection. The Engineer may add to or otherwise modify this punchlist from time to time. The Contractor shall take immediate action to correct the deficiencies and must repeat all steps described above including written notification that the work is ready for pre-final inspection.

After the Engineer is satisfied that the project appears substantially complete a final inspection shall be scheduled within ten working days after receipt of the Contractor's latest letter of notification that the project is ready for final inspection.

If, as a result of the pre-final inspection, the Engineer determines the work is not substantially complete, the Engineer will inform the Contractor in writing as to specific deficiencies which must be corrected before the work will be ready for another pre-final inspection. If the Engineer finds the work is substantially complete but finds deficiencies that must be corrected before the work is ready for final inspection, the Engineer will prepare in writing and deliver to the Contractor a punchlist describing such deficiencies.

At any time before final acceptance, the Engineer may revoke the determination of substantial completion if the Engineer finds that it was not warranted and will notify the Contractor in writing the reasons therefore together with a description of the deficiencies negating the declaration.

When the date of substantial completion has been determined by the State, liquidated damages for the failure to complete the punchlist, if due to the State will be assessed in pursuant to Subsection 108.08(B) - Liquidated Damages for Failure to Complete the Punchlist.

(D) Punchlist; Clean Up and Final Inspection. Upon receiving a punchlist after pre-final inspection, the Contractor shall promptly devote all required time, labor, equipment, materials and incidentals to correct and remedy all punchlist deficiencies. The Engineer may add to or otherwise modify this punchlist until substantial completion of the project.

Before final inspection of the work, the Contractor shall clean all ground occupied by the Contractor in connection with the work of all rubbish, excess materials temporary structures and equipment, shall remove all graffiti and defacement of the work and all parts of the work and the worksite must be left in a neat and presentable condition to the satisfaction of the Engineer.

Final inspection will occur within ten working days after the Contractor notifies the Engineer in writing that all punchlist deficiencies remaining after the pre-final inspection have been completed and the

1009 Engineer concurs. If the Engineer determines that deficiencies still remain
1010 at the final inspection, the work will not be accepted and the Engineer will
1011 notify the Contractor, in writing, of the deficiencies which shall be
1012 corrected and the steps above repeated.

1013
1014 If the Contractor fails to correct the deficiencies and complete the
1015 work by the established or agreed date, the State may correct the
1016 deficiencies by whatever method it deems appropriate and deduct the cost
1017 from any payments due the Contractor.

1018
1019 **108.14 Substantial Completion and Final Acceptance.**

1020
1021 **(A) Substantial Completion.** When the Engineer finds that the
1022 Contractor has satisfactorily completed all work for the project in
1023 compliance with the contract, with the exception of the planting period and
1024 the plant establishment period, the Engineer will notify the Contractor, in
1025 writing, of the project's substantial completion, effective as of the date of
1026 the final inspection. The substantial completion date shall determine end
1027 of contract time and relieve contractor of any additional accumulation of
1028 liquidated damages for failure to complete the punchlist.

1029
1030 **(B) Final Acceptance.** When the Engineer finds that the Contractor
1031 has satisfactorily completed all contract work in compliance with the
1032 contract including all plant establishment requirements, and all the
1033 materials have been accepted by the State, the Engineer will issue a Final
1034 Acceptance Letter. The Final Acceptance date shall determine the
1035 commencement of all guaranty periods subject to Subsection 108.16 –
1036 Contractor's Responsibility for Work; Risk of Loss or Damage.

1037
1038 **108.15 Use of Structure or Improvement.** The State has the right to use the
1039 structure, equipment, improvement, or any part thereof, at any time after it is
1040 considered by the Engineer as available. In the event that the structure,
1041 equipment or any part thereof is used by the State before final acceptance, the
1042 Contractor is not relieved of its responsibility to protect and preserve all the work
1043 until final acceptance.

1044
1045 **108.16 Contractor's Responsibility for Work; Risk of Loss or Damage.**
1046 Until the written notice of final acceptance has been received, the Contractor
1047 shall take every precaution against loss or damage to any part of the work by the
1048 action of the elements or from any other cause whatsoever, whether arising from
1049 the performance or from the non-performance of the work. The Contractor shall
1050 rebuild, repair, restore and make good all loss or damage to any portion of the
1051 work resulting from any cause before its receipt of the written notice of final
1052 acceptance and shall bear the risk and expense thereof.

1053

1054 The risk of loss or damage to the work from any hazard or occurrence that
1055 may or may not be covered by a builder's risk policy is that of the Contractor and
1056 Surety, unless such risk of loss is placed elsewhere by express language in the
1057 contract documents.

1058
1059 **108.17 Guarantee of Work.**
1060

1061 **(A)** Regardless of, and in addition to, any manufacturers' warranties, all
1062 work and equipment shall be guaranteed by the Contractor against
1063 defects in materials, equipment or workmanship for one year from the date
1064 of final acceptance or as otherwise specified in the contract documents.
1065

1066 **(B)** When the Engineer determines that repairs or replacements of any
1067 guaranteed work and equipment is necessary due to materials,
1068 equipment, or workmanship which are inferior, defective, or not in
1069 accordance with the terms of the contract, the Contractor shall, at no
1070 increase in contract price or contract time, and within five working days of
1071 receipt of written notice from the State, commence to all of the following:
1072

1073 **(1)** Correct all noted defects and make replacements, as
1074 directed by the Engineer, in the equipment and work.
1075

1076 **(2)** Repair or replace to new or pre-existing condition any
1077 damages resulting from such defective materials, equipment or
1078 installation thereof.
1079

1080 **(C)** The State will be entitled to the benefit of all manufacturers and
1081 installers warranties that extend beyond the terms of the Contractor's
1082 guaranty regardless of whether or not such extended warranty is required
1083 by the contract documents. The Contractor shall prepare and submit all
1084 documents required by the providers of such warranties to make them
1085 effective, and submit copies of such documents to the Engineer. If an
1086 available extended warranty cannot be transferred or assigned to the
1087 State as the ultimate user, the Contractor shall notify the Engineer who
1088 may direct that the warranted items be acquired in the name of the State
1089 as purchaser.
1090

1091 **(D)** If a defect is discovered during a guarantee period, all repairs and
1092 corrections to the defective items when corrected shall be guaranteed for
1093 a new duration equal to the original full guarantee period. The running of
1094 the guarantee period shall be suspended for all other work affected by any
1095 defect. The guarantee period for all other work affected by any such
1096 defect shall restart for its remaining duration upon confirmation by the
1097 Engineer that the deficiencies have been repaired or remedied.
1098

1099 (E) Nothing in this section is intended to limit or affect the State's rights
1100 and remedies arising from the discovery of latent defects in the work after
1101 the expiration of any guarantee period.
1102

1103 **108.18 No Waiver of Legal Rights.** The following will not operate or be
1104 considered as a waiver of any portion of the contract, or any power herein
1105 reserved, or any right to damages provided herein or by law:
1106

1107 (A) Any payment for, or acceptance of, the whole or any part of the
1108 work.

1109
1110 (B) Any extension of time.

1111
1112 (C) Any possession taken by the Engineer.
1113

1114 A waiver of any notice requirement or of any noncompliance with the
1115 contract will not be held to be a waiver of any other notice requirement or any
1116 other noncompliance with the contract.
1117

1118 **108.19 Final Settlement of Contract.**
1119

1120 (A) **Closing Requirements.** The contract will be considered settled
1121 after the project acceptance date and when the following items have been
1122 satisfactorily submitted, where applicable:
1123

1124 (1) All written guarantees required by the contract.
1125

1126 (2) Complete and certified weekly payrolls for the Contractor
1127 and its subcontractor's.
1128

1129 (3) Certificate of plumbing and electrical inspection.
1130

1131 (4) Certificate of building occupancy.
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1133 (5) Certificate for soil treatment and wood treatment.
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1135 (6) Certificate of water system chlorination.
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1137 (7) Certificate of elevator inspection, boiler and pressure pipe
1138 installation.
1139

1140 (8) Tax clearance.
1141

1142 (9) All other documents required by the Contract or by law.
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(B) Failure to Meet Closing Requirements. The Contractor shall meet the applicable closing requirements within 60 days from the date of Project Acceptance or the agreed to Punchlist complete date. Should the Contractor fail to comply with these requirements, the Engineer may terminate the contract for cause.”

END OF SECTION 108