

## 607 – Alternates / Allowances / Unit Prices

**607.1 Alternates:** Portions of the Work may be defined in the contract documents to allow Work to be added to the base bid. Alternate bids shall not be allowed unless approved by the Project Manager. All Alternates shall be additive and will be accepted in sequence of their listing within available funding.

**607.2 Allowances:** Certain items may be specified by the use of allowances when it is necessary to defer selection or quantity of actual materials and equipment to a later date when additional information is available for evaluation. Use of allowances shall be minimized and all allowances shall be reviewed with and approved by the Project Manager. Types of allowances may include the following:

- Lump-sum allowances.
- Unit-cost allowances.
- Quantity allowances.

The following are mandatory allowances:

- Power poles
- Any Single Source Contract
- Any contract with any public utility (An option is to contract directly with the utility).

**607.3 Unit Prices:** Unit prices may be requested as part of the bid form when it is necessary to establish a bid price per unit of measurement for materials or services. These services are to be added or deducted from the Contract Sum by appropriate modification, if estimated quantities of Work required by the Contract Documents are increased or decreased.

Exhaustive lists of unit prices are not desired by the Division of Engineering and Contract Administration. Unit prices should only be included on items where the quantity cannot be adequately determined.

Examples of acceptable Unit Prices:

- Rock
- Bad soil
- Compacted suitable fill
- Deck replacement re-roofing projects

Unit Prices shall include a brief description of the unit price item and an indication of the unit for which a price is to be provided. Unit Prices will be inserted into the Sealed Bid Form by the Contracting Officer. The number of unit prices shall be limited and include only those unit prices that are important to the Project. Unit prices shall include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.