

**Grizzly Flats Community Services District**  
**Notice of Regular Business Meeting of the Board**

Date: Thursday, June 8, 2023

Time: 6:00 PM

Location: The Grizzly Flats CSD Office (4765 Sciaroni Rd., Grizzly Flats, CA)

**For remote access, call 1-(978)-990-5230 and enter access code 840700#**



## AGENDA

**A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG**

**B. APPROVAL OF THE AGENDA**

**C. PUBLIC COMMENT: Items on the agenda** - *This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.*

**D. CONSENT CALENDAR / Board Chair**

*These items are expected to be routine business, not normally requiring much discussion.*

1. Approval of the minutes of the May 11, 2023, regular meeting. {pk 1-3}
2. Review monthly System Report for May (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts). {pk 4-6}
3. Approval of the financial reports and spending for May, 2023. {pk 7-22}

***Recommended Motion/Action: Approve the consent calendar as presented.***

**E. 2023/2024 BUDGET SESSION**

1. Review and discuss the proposed budget for the 2023/2024 fiscal year for the Operation and Maintenance (O&M), Asset Management Program and Capital Improvement Projects (CIP) / Gustafson (discussion) {pk 23}

The proposed budget has been reviewed by the Budget & Finance Committee. The Board will be asked to consider adopting it at our next regular meeting scheduled for July 13, 2023 / Budget & Finance Committee (Directors Hannblom and Malonson, Patti Jobe (Treasurer) & Kim Gustafson)

**F. OFFICE & FINANCE / Gustafson, General Manager**

***Office Operations:***

1. Board vacancy update / Gustafson (discussion)
2. Update on the Cost of Services Study / Gustafson (discussion)
3. Voting for Special District Risk Management Authority's (SDRMA's) 2023 Board of Directors Election / Gustafson (discussion/action) {pk 24-32}

***Recommended Motion/Action: The Board should take action to select three candidates for SDRMA's Board of Directors and approve Resolution 2023-02.***

4. Voting for California Special District's Association's (CSDA's) Seat C – Sierra Network / Gustafson (discussion/action) {pk 33-39}

***Recommended Motion/Action: The Board should take action to select one candidate for CSDA's Board of Directors***

## G. CALDOR FIRE RECOVERY

1. Review the most recent Caldor Fire Status Report / Gustafson (discussion) {pk 40-41}
2. Update on hazard tree marking for private parcels along Eagle Ditch pipeline / Gustafson (discussion)
3. Report on status of customer billing / Gustafson (discussion)
4. Review and approve the Reservoir Liner Repair Project Request for Proposals / Gustafson (discussion/action) {pk 42-146}

***Recommended Motion/Action: Approve the RFP as presented and authorize the General Manager to distribute it.***

## H. ANNOUNCEMENTS / DIRECTORS COMMENTS

## I. ADJOURN

### PUBLIC COMMENT PROCEDURES

#### **Public Comment (Agenda Item C): Items not on the agenda**

This is an opportunity to express your views on any topic within the jurisdiction of the District in order to inform the Board. Once recognized by the Chair, you will have 3 minutes to speak. No discussion or action can be taken at this time. The Board may refer the matter to staff or determine whether the matter should be included on a future agenda.

#### **Public Comment: Items on the agenda**

This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.

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- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at [gfwater@sbcglobal.net](mailto:gfwater@sbcglobal.net) or (530) 622-9626 if you need special assistance to participate in this meeting. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).*
  - ***Our next regular Board meeting will be held in person and by teleconference on Thursday, July 13, 2023, at 6:00 PM.***

*This institution is an equal opportunity provider and employer.*

**Grizzly Flats Community Services District**  
**Minutes of the Regular Meeting of the Board**  
**May 11, 2023**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:02 P.M. by Director Hannblom.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Davidson, Hannblom, and Malonson

Called-in: Grant Leonard

Absent: None

Others: Kim Gustafson and Mel Kelley

**SALUTE TO THE FLAG** was led by Director Hannblom.

**B. APPROVAL OF THE AGENDA – Director Malonson made a motion to approve the agenda as presented. Director Davidson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**C. PUBLIC COMMENT –** There were no public comments.

**D. CONSENT CALENDAR-** These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the April 13, 2023, regular meeting.**
2. **Review monthly System Report for April (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports, spending, and purchase order for April, 2023.**
4. **Approval of the WSIP loan payment to USDA-Rural Development on April 1, 2023.**
5. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF) –** There was a brief discussion about the quarterly interest for District funds held in the LAIF account. Director Davidson indicated that he felt the amount was low. Kim Gustafson said that she will look into other investment options.

**Director Chigazola made a motion to approve the consent calendar as presented. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**E. OFFICE & FINANCE / Kim Gustafson, Interim General Manager**

***Office Operations:***

1. **Board vacancy update –** Kim Gustafson said that there were no updates for this item.
2. **Update from District’s attorney about Grizzly Pond options –** Kim Gustafson said that she reached out to Barbara Brenner to see if the District could donate the Grizzly Pond property to the South County Alliance and was informed that the District cannot donate an asset. The attorney mentioned that it may be easier to rent them a portion of the land but recommended that the District retain the water rights for future use. If the District would like to dispose of the property, they would need to declare the land surplus and offer it to other persons of interest. Kim Gustafson mentioned that staff investigated the possibility of selling Grizzly Pond before, and she will review information stored in the file.
3. **Report from El Dorado County Drought and Water Shortage Task Force Meeting –** Kim Gustafson said that she attended the El Dorado County Drought and Water Shortage Task Force Meeting on April 27, 2023. This task force was created in response to SB 552 which requires small water suppliers to add drought planning elements to its emergency notification or response plan. El Dorado Water Agency hired Stantec to perform a Risk

Assessment of all small water systems in the county, and to develop emergency response and long-term mitigation actions.

4. **Update on the Cost of Services Study** – Kim Gustafson said that staff has been sending Catherine Hansford data so that she can begin work on the Cost of Services Study. A Zoom meeting is scheduled to take place on May 19<sup>th</sup> to go over some of the information. Director Davidson asked how a customer would be billed if they were to merge two lots that each have a water meter. Kim said that she would refer this question to the consultant for inclusion in her work.
5. **Issue H2O Urban Solutions a Task Order for Engineering Services – Preparation of a Preliminary Engineering Report (PER) – Grizzly Flats CSD Recovery from the Caldor Fire** – Kim Gustafson said that she contacted Barbara Brenner to confirm that H2O Urban Solutions is clear to proceed with all of the grant projects and was told that the El Dorado Water Agency’s attorney Dee Anne and her did not go through the list of projects but when they spoke about the various scenarios Dee Anne agreed that anything they are doing that would be done by an in-house engineer is good and preparing the bid packet as well as construction management fit within that type of role. Barbara indicated that projects which require special engineering expertise such as extensive engineering design would need to go out to bid. She said that based on her conversations with Dee Anne, she feels comfortable with H2Ou proceeding. If they have hesitation about a specific project, Barbara is happy to discuss that with H2Ou. Kim Gustafson then referred the Board to page 25 of the packet and said that Scott Myers is requesting approval for Task Order #3 under their engineering contract to prepare a Caldor Fire Preliminary Engineering Report (PER), Design, Construction Management and Inspection, Startup and Commissioning. She said that a PER was previously recommended by Kyle Erickson for the ARPA project. The scope of work for this task is to provide planning, engineering, and technical professional services for water infrastructure restoration improvements, including but not limited to Tyler and Winding Way restoration/replacement, surface water metering station restoration/replacement, and surface water treatment system upgrades. The estimated cost for preparing the PER is \$45,000.

**Director Chigazola made a motion to authorize H2O Urban Solutions to prepare a Preliminary Engineering Report (PER) as presented for a not-to-exceed cost of \$45,000. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

#### **F. CALDOR FIRE RECOVERY**

1. **Review the most recent Caldor Fire Status Report** – Kim Gustafson said that the El Dorado Water Agency is no longer providing Caldor Fire recovery support to the District, and that there were no significant updates for this item. Scott Myers will present the Board with the Reservoir Liner Repair Request for Proposals so that they can review and approve it at the next regular meeting scheduled to take place on June 8, 2023.
2. **Update on hazard tree marking for private parcels along Eagle Ditch pipeline** - Kim Gustafson said that contracts have been executed with Forester’s Co-Op to mark remaining private parcels and U.S. Forest Service lands to USFS standards. Work is expected to commence within a few weeks.
3. **Report on status of customer billing** – Kim Gustafson said that 574 customers were billed \$42,610.63 in May 2023, and that 539 payments were received for \$39,694.43.

**G. ANNOUNCEMENTS / DIRECTORS COMMENTS** – Kim Gustafson said that as recommended by Director Hannblom at the April 13<sup>th</sup> meeting, she applied for a scholarship through the Special District Leadership Foundation and was approved funding to attend the General Manager Leadership Summit at Olympic Village from June 25<sup>th</sup> to June 27<sup>th</sup>. She indicated that there is adequate funding remaining in the current budget to cover costs for lodging and the \$100 pre-conference workshop “So, You Want to Be a General Manager?” The Board indicated their approval for her to attend the event.

**H. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye**

PK2

**and the meeting was adjourned at 6:50 P.M.** The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, June 8, 2023.

Minutes submitted by:

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*Kim Gustafson, Board Secretary*

Approved by:

\_\_\_\_\_  
*Lynn Hannblom, Board Chair*

Date:

\_\_\_\_\_



# Grizzly Flats Community Services District System Report

## May 2023

*Kim Gustafson, General Manager  
 Andy Vicars (D2) GFCSD Maintenance Technician,  
 Ethan Markes and Michelle Derryberry, H2O Water System Operators*

The purpose of this System Report is to share production data and statistics with the Board of Directors for an update on our Operations and Maintenance activities as we recover from the Caldor Fire.

### Water Production Report

#### Current Year

2023	Total Gallons	Daily Average (gallons per day)	Monthly Flushing
January	2,638,810	85,123	
February	2,102,184	75,078	
March	3,036,700	97,958	
April	2,803,200	93,440	
May	2,857,600	92,181	306,768

\*May's flushing total represents water flushed for water quality purposes (143,000 gallons) and leaks (163,768 gallons).

#### Prior Years

2022	Total Gallons	Daily Average
January	2,386,600	76,987
February	2,568,200	91,721
March	2,668,600	86,084
April	2,817,200	93,907
May	3,574,600	115,310
June	4,251,500	141,717
July	4,529,800	146,123
August	3,443,000	111,065
September	2,932,100	97,737
October	2,727,200	87,974
November	2,027,000	67,567
December	2,925,100	94,358

2021	Total Gallons	Daily Average
January	2,752,292	88,784
February	2,375,165	84,827
March	2,838,177	91,554
April	3,306,829	110,228
May	5,310,587	171,309
June	4,824,882	160,829
July	5,951,427	191,981
August*	4,587,625	147,988
September*	2,434,469	81,149
October	4,776,800	154,090
November	3,218,100	107,270
December	2,330,600	75,181

\*Due to the Caldor Fire's interruption of operations, August and September data in the above chart was estimated.

### Water Treatment

- Although Treatment Plant 2 ran well in May 2023, Treatment Plant 1 experienced issues with foam and bubbles during the backwash cycle that traps and results in a loss of anthracite coal. Staff received and switched back to using the new Northstar N-1770 coagulant on June 5, 2023 which appears to resolve the foaming issue.

pk4

- The sample line pump on Treatment Plant 1 went out last month, so staff are researching a replacement motor and pump for use until the Treatment Plant upgrades are completed using ARPA funding.
- On June 5, 2023, Austin Peterson (Water Resource Control Engineer, State Water Resources Control Board - Division of Drinking Water) came up to perform the sanitary survey of our water system. This survey is required every three years by the federal Environmental Protection Agency (USEPA).

## Distribution System

- A crew from Joe Vicini, Inc. assisted staff with the following work in May 2023:
  - 5/1/23 – New service line tap for an existing customer who lost his connection near Tyler tank during the Caldor Fire.
  - 5/2/23 – Replaced a damaged and missing fire hydrant on Woodridge Drive.
  - 5/3/23 – Replaced a broken fire hydrant on Sugar Pine Drive.
  - 5/8/23 – Repaired a service leak on Wooded Glen Drive.
  - 5/11/23 – Replaced a broken fire hydrant on Wildrose Drive.
  - 5/12/23 – Replaced a broken fire hydrant on Mt. Pleasant Drive.
  - 5/15/23 – Excavated & tapped a new service connection on Wildrose Drive.
  - 5/22/23 – Repaired broken service line on Woodhaven Court.
  - 5/31/23 – Repaired a broken main and service tap on Pine Ridge Court.
- Staff repaired a leak on South View Drive on May 4, 2023. This leak was in the 3" main near the pump building and is believed to have been caused by a trenching crew.
- On May 15, 2023, staff received a call about a broken service line on Pine Ridge Drive. Although it is suspected that the customer broke the line while doing groundwork with their tractor, they claimed that a car ran off the road and caused the leak.

## Rainfall

<b>This Year (July 1 – June 30)</b>	<b>Amount (in inches)</b>
July	0.00
August	0.35
September	1.37
October	0.00
November	3.80
December	17.79
January	1.55
February	1.66
March	10.30
April	0.50
May	1.75
June	

<b>Prior Years (July 1 – June 30)</b>	<b>Amount (in inches)</b>
2011 – 2012	30.40
2012 – 2013	29.85
2013 – 2014	31.25
2014 – 2015	32.76
2015 – 2016	52.70
2016 – 2017	78.03
2017 – 2018	38.46
2018 – 2019	65.43
2019 – 2020	33.84
2020 – 2021	18.42
2021 – 2022	37.65
<b>2022 – 2023 Total</b>	<b>39.07</b>

# Administration Report

Billing Information	Number this Month
Bills Mailed Out*	577
Active Connections (on/billed each month) *	579
Connections on hold (connections damaged by fire)	40
Inactive Connections (locked off/liened with no bill)	7
Current Liens	41
Liens Filed	9
Liens Released	6
New Service Installations	1
Fire Flow Letter Requests	3
1 <sup>st</sup> Tier Late Charges	68
2 <sup>nd</sup> Tier Late Charges	99

*“Connections on hold” were damaged by the Caldor Fire or recovery crews and are not being billed. Two more service connections were restored after the May 2023 billing period.*

*Staff transferred services for twelve locations in May, all of which were vacant lots with water service connections.*

## Billing Summary

2023	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	557	552	38,395.60	42,946.92 (112%)
February	563	489	42,367.98	32,992.64 (78%)
March	562	565	38,391.27	46,081.30 (120%)
April	574	539	42,610.63	39,694.43 (93%)
May	583	554	41,661.73	46,155.20 (110%)

2022	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	222	206 (93%)	15,281.45	19,851.86
February	225	180 (80%)	16,473.35	15,320.98
March	234	216 (92%)	17,073.98	19,909.26
April	479	238 (50%)	30,324.68	18,922.53
May	517	329 (64%)	37,100.11	23,733.14
June	527	379 (72%)	38,350.24	35,010.72
July	531	397 (75%)	38,467.34	37,813.68
August	545	528 (97%)	39,578.18	39,827.01
September	545	502 (92%)	40,236.08	33,442.22
October	552	498 (90%)	39,615.53	36,302.27
November	556	551 (99%)	39,685.78	40,177.77
December	558	505 (91%)	45,658.22	29,758.29

PK6



**Grizzly Flats Community Services District**  
**Profit/Loss - O/M**  
**May 2023**

Jul-22 to May-23

**Ordinary Income/Expense**

**Income**

**40000 · O & M Income**

40100 · Water Charges - Basic Rate	444,215.34	
40110 · Water Charges - Volumetric Rate	19,700.13	
40200 · Water User Penalties	6,388.86	
40210 · Water User Lien Fees	11,270.00	
40300 · Miscellaneous Revenue	90.63	US Bank Rebate
40400 · Pooled Interest	1,061.14	
40600 · New Service Installation	1,610.57	

Amount billed

**Total 40000 · O & M Income** 484,336.67 (not all collected)

**45000 - Capital Income**

45100 - Standby Charges	52,306.57	
45200 - Penalties on Standby Fees	1,521.84	
45300 - Capital Connection Fee	6,030.60	
45600 - Pooled Interest	5,387.19	

**Total 45000 - Capital Income** 65,246.20

**Total Income**

**549,582.87**

**Expense**

**50000 · Personnel Costs**

**51000 · Salaries Expense**

**51100 · Field Staff**

29,775.09 6/30/2022 Accrued Payroll reduction at year-end - July total \$2,900

**51200 · Admin Staff**

90,228.69 6/30/2022 Accrued Payroll reduction at year-end - July total \$7,408

**51300 - Overtime**

62.40

**51400 - Standby Pay**

308.61

**51600 · Holiday Pay**

4,964.08

**Total 51000 · Salaries Expense** 125,338.87

**52000 · Payroll Expense**

**52100 · Payroll Tax**

8,381.71

**52300 - Workers' Comp**

3,480.07

**Total 52000 · Payroll Expense** 11,861.78

**53000 · Benefits Expense**

**53100 · Deferred Comp**

718.97

**53200 - HRA Medical**

24,893.01

**53300 - Life Insurance**

240.30

**Total 53000 · Benefits Expense** 25,852.28

**54000 - Contract Operation**

55,599.50 H2O Urban Solutions

**Total 50000 · Personnel Costs**

**218,652.43**

**Grizzly Flats Community Services District**  
**Profit/Loss - O/M**  
**May 2023**

	<u>Jul-22 to May-23</u>
<b>60000 · Operations &amp; Utilities Exp</b>	
60100 - Alarm Service	711.00
60200 · Communication	1,460.11
60400 - Fire & Safety Supplies	170.00
60600 · PG&E	259.43
60700 · Propane	3,690.89
60800 · Trash Disposal	540.36
30900 - Website	239.00
<b>Total 60000 · Operations &amp; Utilities Exp</b>	<u>7,070.79</u>
<b>61000 · Water Treatment</b>	
61100 · Chemicals	1,629.63
61200 · Equipment & Supplies	1,918.37
61300 · Testing & Lab Reports	5,905.37
<b>Total 61000 · Water Treatment</b>	<u>9,453.37</u>
<b>62000 · Maintenance Exp</b>	
62100 - Building	280.00
62300 - Distribution System	10,111.55
62400 - Grounds	4,050.00 Tree Removal
62410 - Grizzly Pond Expenses	250.00
62500 - Office Equipment	164.70
62600 · Parts & Equip.	4,393.97
62700 - Road Repairs	4,406.51
62800 · Service Contracts	104.50
<b>Total 62000 · Maintenance Exp</b>	<u>23,761.23</u>
<b>63000 · Vehicle Exp.</b>	
63100 - Oil/Grease	108.19
63200 · Parts & Repairs	3,169.25
63300 - Tires & Snow Chains	1,231.12
63400 - Tractor Maintenance & Repairs	2,622.51
63500 · Fuel Purchases	5,368.98
<b>Total 63000 · Vehicle Exp.</b>	<u>12,500.05</u>
<b>64000 · Employee Exp.</b>	
64100 - Clothing	255.79
64200 - Education Certification	715.00
64400 · Transportation and Travel	-500.00 SDRMA Void Check Prior Year
<b>Total 64000 · Employee Exp.</b>	<u>470.79</u>
<b>65000 · Admin Exp.</b>	
65100 · Agency Admin. Fee	3,323.98
65150 · Bank Fees & Supplies	1,735.77
65200 - Election Cost	30.00
65250 · Janitorial & Supplies	516.74
65350 · Membership & Dues	9,127.28 Underground Service Alert
65400 · Office Supplies	2,618.94
65450 · Postage	4,591.00
65500 · Public & Legal Notices	1,748.18
65550 · Software	3,131.49
<b>Total 65000 · Admin Exp.</b>	<u>26,823.38</u>

**Grizzly Flats Community Services District**  
**Profit/Loss - O/M**  
**May 2023**

Jul-22 to May-23

<b>66000 - Professional Services</b>		
66100 - Audit & Accounting	12,000.00	Audits 6/30/21 & 6/30/2022
66200 - Legal	10,482.80	
66400 - Liability Insurance	15,795.67	
66900 - Liability Other	5,355.01	
<b>Total 6600 - Professional Services</b>	<u>43,633.48</u>	
<b>67100 - Asset Management Program</b>	10,216.33	
<b>70000 - Capital Expense</b>		
70300 - Interest on Long Term Debt	24,812.50	
70800 - Depreciation	92,531.12	
<b>Total 70000 - Capital Expense</b>	<u>117,343.62</u>	
<b>Total Expense</b>	<u>469,925.47</u>	
<b>Net Income</b>	<u><u>79,657.40</u></u>	

**Grizzly Flats Community Services District**  
**Check Detail**  
 May 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	4751	05/18/2023	49R Propane	10100 · WF-O&M Checking		-2,057.89
Bill	U0102290	04/01/2023		60700 · Propane	-827.76	827.76
Bill	U0102291	04/01/2023		60700 · Propane	-1,230.13	1,230.13
					-2,057.89	2,057.89
Bill Pmt -Check	4752	05/18/2023	A T & T	10100 · WF-O&M Checking		-114.85
Bill	4/19/2023	04/19/2023		60200 · Communication	-114.85	114.85
					-114.85	114.85
Bill Pmt -Check	4753	05/18/2023	Andrew Vicars.	10100 · WF-O&M Checking		-361.92
Bill	Apr-23	04/30/2023		22200 · Accrued HRA Medical	-361.92	361.92
					-361.92	361.92
Bill Pmt -Check	4754	05/18/2023	BSK Associates	10100 · WF-O&M Checking		-344.01
Bill	SG02061	04/24/2023		61300 · Testing & Lab Reports	-154.00	154.00
Bill	SG02140	04/26/2023		61300 · Testing & Lab Reports	-190.01	190.01
					-344.01	344.01
Bill Pmt -Check	4755	05/18/2023	CALNET	10100 · WF-O&M Checking		-143.88
Bill	0019892080	05/02/2023		60200 · Communication	-17.16	17.16
				60200 · Communication	-25.40	25.40
				60200 · Communication	-101.32	101.32
					-143.88	143.88
Bill Pmt -Check	4756	05/18/2023	Computer Guy	10100 · WF-O&M Checking		-212.50
Bill	5697	05/02/2023		65550 · Software	-212.50	212.50
					-212.50	212.50
Bill Pmt -Check	4757	05/18/2023	Darlene Serpa Accounting Support	10100 · WF-O&M Checking		-740.00
Bill	Apr-23	04/30/2023		14800 · Caldor Fire Expenses	-740.00	740.00
					-740.00	740.00
Bill Pmt -Check	4758	05/18/2023	El Dorado County Auditor Controller	10100 · WF-O&M Checking		-245.00
Bill	2023/24	04/20/2023		66900 · Professional Services	-245.00	245.00
					-245.00	245.00
Bill Pmt -Check	4759	05/18/2023	El Dorado Irrigation District	10100 · WF-O&M Checking		-190.55
Bill	050920231	05/09/2023		61100 · Chemicals	-107.15	107.15
Bill	05092023	05/09/2023		61100 · Chemicals	-83.40	83.40
					-190.55	190.55

**Grizzly Flats Community Services District**  
**Check Detail**  
 May 2023

Bill	Pmt -Check	4760	05/18/2023	Hansford Economic Consulting LLC	10100 · WF-O&M Checking		-1,020.00	
Bill		540	04/30/2023		66900 · Professional Services	-1,020.00	1,020.00	
						-1,020.00	1,020.00	
Bill	Pmt -Check	4761	05/18/2023	Hunt & Sons, Inc.	10100 · WF-O&M Checking		-931.08	
Bill		85667	05/10/2023		63500 · Fuel Purchases	-931.08	931.08	
						-931.08	931.08	
Bill	Pmt -Check	4762	05/18/2023	Inland Business Systems	10100 · WF-O&M Checking		-1.92	
Bill		3411872	04/24/2023		62800 · Service Contracts	-1.92	1.92	
						-1.92	1.92	
Bill	Pmt -Check	4763	05/18/2023	Kim Gustafson.	10100 · WF-O&M Checking		-1,011.40	
Bill		5/4/23	04/30/2023		22200 · Accrued HRA Medical	-1,011.40	1,011.40	
						-1,011.40	1,011.40	
Bill	Pmt -Check	4764	05/18/2023	Koby Pest Control	10100 · WF-O&M Checking		-70.00	
Bill		2704	04/24/2023		62100 · Building	-70.00	70.00	
						-70.00	70.00	
Bill	Pmt -Check	4765	05/18/2023	ODP Business Solutions, LLC	10100 · WF-O&M Checking		-470.22	
Bill		310516778001	04/26/2023		65400 · Office Supplies	-470.22	470.22	
						-470.22	470.22	
Bill	Pmt -Check	4766	05/18/2023	P G & E	10100 · WF-O&M Checking		-31.47	
Bill		4/17/2023	04/17/2023		60600 · PG&E	-31.47	31.47	
						-31.47	31.47	
Bill	Pmt -Check	4767	05/18/2023	Water Environmental Testing Lab	10100 · WF-O&M Checking		-157.00	
Bill		23-04-GF	04/30/2023		61300 · Testing & Lab Reports	-157.00	157.00	
						-157.00	157.00	
Bill	Pmt -Check	4768	05/18/2023	White Benner, LLP	10100 · WF-O&M Checking		-228.00	
Bill		47451	04/14/2023		66200 · Legal	-228.00	228.00	
						-228.00	228.00	
Bill	Pmt -Check	4769	05/18/2023	PACE Supply Corp.	10100 · WF-O&M Checking		-6,168.26	
Bill		068249242-2	04/01/2023	PACE Supply Corp.	20000 · Accounts Payable	0.00	-191.05	
Bill		068529368	04/21/2023		14800 · Caldor Fire Expenses	-700.39	1,013.34	
Bill		068528871-1	04/24/2023		14800 · Caldor Fire Expenses	-2,592.23	2,592.23	
Bill		068528871	04/24/2023		14800 · Caldor Fire Expenses	-2,432.48	2,432.48	
Bill		068540717	04/26/2023		14800 · Caldor Fire Expenses	-443.16	443.16	
						-6,168.26	6,290.16	

**Grizzly Flats Community Services District**  
**Check Detail**  
 May 2023

Bill Pmt -Check	4770	05/18/2023	US Bank Corporate Payments	10100 · WF-O&M Checking		-1,820.27
Bill	4/17/2023	04/17/2023		61100 · Chemicals	-361.39	361.39
				63200 · Parts & Repairs	-34.32	34.32
				65150 · Bank Fees & Supplies	-322.86	322.86
				62600 · Parts & Equip.	-103.40	103.40
				65500 · Public & Legal Notices	-30.00	30.00
				65450 · Postage	-441.00	441.00
				65400 · Office Supplies	-38.89	38.89
				65500 · Public & Legal Notices	-42.50	42.50
				60200 · Communication	-124.31	124.31
				14800 · Caldor Fire Expenses	-11.80	11.80
				65250 · Janitorial & Supplies	-127.45	127.45
				65450 · Postage	-92.07	92.07
				65400 · Office Supplies	-90.28	90.28
					-1,820.27	1,820.27

**Grizzly Flats Community Services District**  
**Balance Sheet**  
As of May 31, 2023

May 31, 2023

**ASSETS**

**Current Assets**

**Checking/Savings**

**10000 · Cash In Banks**

10100 · WF-O&M Checking 646,324.38

10200 · WF- Payroll Checking 1,085.30

10400 · WF- USDA Loan Reserve 758.26

**Total 10000 · Cash In Banks** 648,167.94

**11000 · LAIF Investments**

**11100 · O&M Funds**

11110 · O & M Reserve Acct 57,760.62

**Total 11100 · O&M Funds** 57,760.62

**11800 · CIP Funds**

11210 · CIP Dedicated Reserve 57,881.58

11220 · CIP Restricted Reserve 250,000.00

11240 · Hydrant Repair and Replacement 14,000.00

**Total 11800 · CIP Funds** 321,881.58

**Total 11000 · LAIF Investments** 379,642.20

**12000 · Cash in County Treasury**

12200 · CIP Funds 47,753.94 County owes to District

**Total 12000 · Cash in County Treasury** 47,753.94

**13000 · Petty Cash Fund** 100.00

**Total Checking/Savings** 1,075,664.08

**Other Current Assets**

**14500 · Other Receivable** 0.00

H2O & BaseCamp

**14700 · Grant Reimbursable** 46,718.88 Enviro - Tree Removal

**14800 · Caldor Fire Expenses** 768,483.90

Amount owed by customers. Includes regular monthly billing

**14900 · A/R- Water User Fees** 110,788.99 of \$48,073

**15000 · Prepaid Expenses**

15100 · Insurance 1,435.98

15200 · Worker's Comp 3,394.09

**Total 15000 · Prepaid Expenses** 4,830.07

**Total Other Current Assets** 930,821.84

**Total Current Assets** 2,006,485.92

**Grizzly Flats Community Services District**

**Balance Sheet**

As of May 31, 2023

	<u>May 31, 2023</u>
<b>Fixed Assets</b>	
<b>16000 · Capital Assets</b>	
16100 · Land	237,405.00
16200 · Water Plant	3,546,527.91
16300 · Vehicles	68,275.01
16400 · Equipment	269,188.21
16900 · Accumulated Depreciation	<u>-1,935,208.56</u>
<b>Total 16000 · Capital Assets</b>	<u>2,186,187.57</u>
<b>17000 · Work In Progress</b>	
17700 · Water Master Plan (H2Ou)	<u>29,135.00</u>
<b>Total 17000 · Work In Progress</b>	<u>29,135.00</u>
<b>Total Fixed Assets</b>	<u><u>2,215,322.57</u></u>
 <b>TOTAL ASSETS</b>	 <u><u><b>4,221,808.49</b></u></u>
 <b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	<u>31,230.66</u>
<b>Total Accounts Payable</b>	31,230.66
<b>Other Current Liabilities</b>	
21400 - Other Payables or Expense	275.88 Credit Card Duplicate Paid
<b>22000 · Personnel Payables</b>	
22100 · Federal & State Payroll Taxes	0.00
22200 · Accrued HRA Medical	53,712.74
22300 · Accrued Vacation	<u>3,978.97</u>
<b>Total 22000 · Personnel Payables</b>	<u>57,967.59</u>
24800 · Caldor Fire Recovery	1,064,505.28
<b>Total Other Current Liabilities</b>	<u>1,122,472.87</u>
<b>Total Current Liabilities</b>	<u>1,153,703.53</u>
<b>Long Term Liabilities</b>	
20200 · USDA Loan	<u>786,000.00</u>
<b>Total Long Term Liabilities</b>	<u>786,000.00</u>
<b>Total Liabilities</b>	1,939,703.53
<b>Equity</b>	
167 · Retained Earnings - Old Acct	227,252.59
30000 · Reserves-Retained Earnings	1,311,763.01
30100 · Reserves- CIP Restricted	540,875.62
30300 · Reserves - Asset Management	80,548.45
30400 · Reserves - USDA Loan Reserve	42,007.89
Net Income	<u>79,657.40</u>
<b>Total Equity</b>	<u>2,282,104.96</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u><b>4,221,808.49</b></u></u>

Amount received for Caldor  
Fire damages - Insurance,  
FEMA, Cal OES



**Grizzly Flats Community Services District  
O/M Budget vs. Actual  
May 2023**

	<u>Jul-22 to May-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>40000 · O &amp; M Income</b>				
40100 · Water Charges - Basic Rate	444,215.34	270,000.00	174,215.34	164.52%
40110 · Water Charges - Volumetric Rate	19,700.13	6,000.00	13,700.13	328.34%
40200 · Water User Penalties	6,388.86	6,000.00	388.86	106.48%
40210 · Water User Lein Fees	11,270.00			
40300 · Miscellaneous Revenue	90.63	4,000.00	-3,909.37	2.27%
40400 · Pooled Interest	1,061.14	500.00	561.14	212.23%
40600 · New Service Installation	1,610.57	2,000.00	-389.43	80.53%
<b>Total 40000 · O &amp; M Income</b>	<b>484,336.67</b>	<b>288,500.00</b>	<b>195,836.67</b>	<b>167.88%</b>
<b>Expense</b>				
<b>50000 · Personnel Costs</b>				
<b>51000 · Salaries Expense</b>				
51100 · Field Staff	29,775.09	41,101.00	-11,325.91	72.44%
51200 · Admin Staff	90,228.69	134,485.00	-44,256.31	67.09%
51300 · Overtime	62.40	0.00	62.40	100.0%
51400 · Standby Pay	308.61	0.00	308.61	100.0%
51600 · Holiday Pay	4,964.08	9,241.00	-4,276.92	53.72%
<b>Total 51000 · Salaries Expense</b>	<b>125,338.87</b>	<b>184,827.00</b>	<b>-59,488.13</b>	<b>67.81%</b>
<b>52000 · Payroll Expense</b>				
52100 · Payroll Tax	8,381.71	16,500.00	-8,118.29	50.8%
52300 · Workers' Comp	3,480.07	4,315.00	-834.93	80.65%
<b>Total 52000 · Payroll Expense</b>	<b>11,861.78</b>	<b>20,815.00</b>	<b>-8,953.22</b>	<b>56.99%</b>
<b>53000 · Benefits Expense</b>				
53100 · Deferred Comp	718.97	2,793.00	-2,074.03	25.74%
53200 · HRA Medical	24,893.01	33,150.00	-8,256.99	75.09%
53300 · Life Insurance	240.30	500.00	-259.70	48.06%
<b>Total 53000 · Benefits Expense</b>	<b>25,852.28</b>	<b>36,443.00</b>	<b>-10,590.72</b>	<b>70.94%</b>
<b>54000 · Contract Operations</b>				
	55,599.50	180,000.00	-124,400.50	30.89%
<b>Total 50000 · Personnel Costs</b>	<b>218,652.43</b>	<b>422,085.00</b>	<b>-203,432.57</b>	<b>226.63%</b>

**Grizzly Flats Community Services District**  
**O/M Budget vs. Actual**  
**May 2023**

	<u>Jul-22 to May-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>60000 · Operations &amp; Utilities Exp</b>				
60100 · Alarm Service	711.00	1,200.00	-489.00	59.25%
60200 · Communication	1,460.11	6,000.00	-4,539.89	24.34%
60400 · Fire and Safety Supplies	170.00	1,000.00	-830.00	17.0%
60600 · PG&E	259.43	4,000.00	-3,740.57	6.49%
60700 · Propane	3,690.89	2,500.00	1,190.89	147.64%
60800 · Trash Disposal	540.36	600.00	-59.64	90.06%
60900 · Website	239.00	225.00	14.00	106.22%
<b>Total 60000 · Operations &amp; Utilities Exp</b>	<b>7,070.79</b>	<b>15,525.00</b>	<b>-8,454.21</b>	<b>45.55%</b>
<b>61000 · Water Treatment</b>				
61100 · Chemicals	1,629.63	1,500.00	129.63	108.64%
61200 · Equipment & Supplies	1,918.37	2,000.00	-81.63	95.92%
61300 · Testing & Lab Reports	5,905.37	5,000.00	905.37	118.11%
<b>Total 61000 · Water Treatment</b>	<b>9,453.37</b>	<b>8,500.00</b>	<b>953.37</b>	<b>111.22%</b>
<b>62000 · Maintenance Exp</b>				
62100 · Building	280.00	500.00	-220.00	56.0%
62200 · Customer Meters	0.00	2,000.00	-2,000.00	0.0%
62300 · Distribution System	10,111.55	3,000.00	7,111.55	337.05%
62400 · Grounds	4,050.00	800.00	3,250.00	506.25%
62410 · Grizzly Pond Expenses	250.00	700.00	-450.00	35.71%
62450 · Eagle Ditch	0.00	1,000.00	-1,000.00	0.0%
62500 · Office Equip.	164.70	500.00	-335.30	32.94%
62600 · Parts & Equip.	4,393.97	1,500.00	2,893.97	292.93%
62700 · Road Repairs	4,406.51	5,000.00	-593.49	88.13%
62800 · Service Contracts	104.50	3,000.00	-2,895.50	3.48%
62900 · Treatment Plant I & II	0.00	1,500.00	-1,500.00	0.0%
<b>Total 62000 · Maintenance Exp</b>	<b>23,761.23</b>	<b>19,500.00</b>	<b>4,261.23</b>	<b>121.85%</b>
<b>63000 · Vehicle Exp.</b>				
63100 · Oil/Grease	108.19	500.00	-391.81	21.64%
63200 · Parts & Repairs	3,169.25	2,000.00	1,169.25	158.46%
63300 · Tires & Snow Chains	1,231.12	2,000.00	-768.88	61.56%
63400 · Tractor Maintenance & Repairs	2,622.51	2,500.00	122.51	104.9%
63500 · Fuel Purchases	5,368.98	4,800.00	568.98	111.85%
<b>Total 63000 · Vehicle Exp.</b>	<b>12,500.05</b>	<b>11,800.00</b>	<b>700.05</b>	<b>105.93%</b>

**Grizzly Flats Community Services District  
O/M Budget vs. Actual  
May 2023**

	<u>Jul-22 to May-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>64000 · Employee Exp.</b>				
64100 · Clothing	255.79	500.00	-244.21	51.16%
64200 · Education & Certifications	715.00	500.00	215.00	143.0%
64300 · Employee - Auto Mileage	0.00	200.00	-200.00	0.0%
64400 · Transportation and Travel	-500.00	500.00	-1,000.00	-100.0%
<b>Total 64000 · Employee Exp.</b>	<b>470.79</b>	<b>1,700.00</b>	<b>-1,229.21</b>	<b>27.69%</b>
<b>65000 · Admin Exp.</b>				
65100 · Agency Admin. Fee	3,323.98	4,000.00	-676.02	83.1%
65150 · Bank Fees & Supplies	1,735.77	2,500.00	-764.23	69.43%
65200 · Election Costs	30.00	1,000.00	-970.00	3.0%
65250 · Janitorial & Supplies	516.74	1,000.00	-483.26	51.67%
65300 · Meeting Expenses	0.00	500.00	-500.00	0.0%
65350 · Membership & Dues	9,127.28	4,000.00	5,127.28	228.18%
65400 · Office Supplies	2,618.94	3,000.00	-381.06	87.3%
65450 · Postage	4,591.00	4,800.00	-209.00	95.65%
65500 · Public & Legal Notices	1,748.18	0.00	1,748.18	100.0%
65550 · Software	3,131.49	2,500.00	631.49	125.26%
<b>Total 65000 · Admin Exp.</b>	<b>26,823.38</b>	<b>23,300.00</b>	<b>3,523.38</b>	<b>115.12%</b>
<b>66000 · Professional Services</b>				
66100 · Audit & Accounting	12,000.00	12,740.00	-740.00	94.19%
66200 · Legal	10,482.80	5,000.00	5,482.80	209.66%
66400 · Liability Insurance	15,795.67	17,232.00	-1,436.33	91.67%
66900 · Other	5,355.01	1,000.00	4,355.01	535.5%
<b>Total 66000 · Professional Services</b>	<b>43,633.48</b>	<b>35,972.00</b>	<b>7,661.48</b>	<b>121.3%</b>
<b>67100 - Asset Management</b>	<b>10,216.33</b>	<b>0.00</b>	<b>10,216.33</b>	<b>100.0%</b>
<b>Total · O &amp; M Expenses</b>	<b>352,581.85</b>	<b>538,382.00</b>	<b>(185,800.15)</b>	<b>65.49%</b>
<b>Net Income</b>	<b>131,754.82</b>	<b>(249,882.00)</b>	<b>381,636.82</b>	<b>-52.73%</b>

**Grizzly Flats Community Services District**  
**CIP Budget vs. Actual**  
**April 2023**

	<u>Jul-22 - Apr-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>45000 · Capital Income</b>				
45100 · Standby Charges	52,306.57	58,560.00	-6,253.43	89.32%
45200 · Penalties On Standby Fees	1,521.84	400.00	1,121.84	380.46%
45300 · Capital Connection Fee	6,030.60	12,060.00	-6,029.40	50.01%
45600 · Pooled Interest	5,387.19	1,000.00	4,387.19	538.72%
<b>Total 45000 · Capital Income</b>	<b>65,246.20</b>	<b>72,020.00</b>	<b>-6,773.80</b>	<b>90.6%</b>
<b>70000 · Capital Exp.</b>				
70100 · Compliance	0.00	1,095.00	-1,095.00	0.0%
70300 · Interest On Long Term Debt	24,812.50	25,000.00	-187.50	99.25%
70800 · Depreciation	92,531.12	89,960.00	2,571.12	102.86%
<b>Total 70000 · Capital Exp.</b>	<b>117,343.62</b>	<b>116,055.00</b>	<b>1,288.62</b>	<b>101.11%</b>
<b>Net Income</b>	<b>(52,097.42)</b>	<b>(44,035.00)</b>	<b>(8,062.42)</b>	<b>118.31%</b>

**Grizzly Flats Community Services District  
Transactions by Account  
As of May 31, 2023**

1:36 PM  
06/02/23  
Accrual Basis

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
<b>24800 · Caldor Fire Recovery</b>								
Deposit	07/05/2022	61-837237				10100...		172,546.88
Deposit	09/19/2022	62-443347	Cal OES	Office Emergency Services		10100...	1,260.00	173,806.88
Deposit	09/19/2022	62-330745	FEMA	OES - Reservoir Liner		10100...	9,590.27	183,397.15
Deposit	10/04/2022	62-572638		FEMA - Reservoir Liner		10100...	115,083.21	298,480.36
Deposit	10/18/2022	62-662159		OES - Misc. Facility Damage		10100...	1,783.31	300,263.67
Deposit	10/18/2022	62-686499		OES - Emergency Protective Measures		10100...	28,780.98	329,044.65
Deposit	10/18/2022	62-616941		OES - Misc. Facility Damages		10100...	21,399.82	350,444.47
Deposit	10/18/2022	62-616941		OES - PA PW# 50-0 DR4619		10100...	313,974.37	664,418.84
Deposit	03/21/2023	11039766	Lexington Ins Co	Insurance for Caldor Fire		10100...	400,086.44	1,064,505.28
Total 24800 · Caldor Fire Recovery							891,958.40	1,064,505.28
<b>TOTAL</b>							<b>891,958.40</b>	<b>1,064,505.28</b>

PK19

# Grizzly Flats Community Services District Transactions by Account As of May 31, 2023

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
<b>14800 - Caldor Fire Expenses</b>								
Bill	07/01/2022	SF01606	BSK Associates			200...	202.50	438,965.13
Bill	07/01/2022	SF01538	BSK Associates			200...	48.00	439,167.63
General Journal	07/04/2022	113		Water Environmental CF Exp 22-04-GF		-SP...	150.00	439,215.63
General Journal	07/04/2022	113		Water Environmental CF Exp 22-01-GF		148...	50.00	439,365.63
General Journal	07/04/2022	113		Water Environmental CF Exp 22-02-GF		148...	125.00	439,415.63
General Journal	07/04/2022	113		Water Environmental CF Exp 22-03-GF		148...	150.00	439,540.63
General Journal	07/04/2022	113		Water Environmental CF Exp 22-05-GF		148...	75.00	439,690.63
Bill	07/07/2022	2022	West Coast Pipeline Sol...			200...	19,755.65	459,521.28
Bill	07/15/2022	7/15/2022	US Bank Corporate Pay...	Amazon - Red Danger Signage		200...	97.56	459,618.84
Bill	07/15/2022	7/15/2022	US Bank Corporate Pay...	Amazon - Contractor Bogs & Tape		200...	65.39	459,684.23
Bill	07/15/2022	7/15/2022	US Bank Corporate Pay...	EDC Recorder Clerks - Notice of Exe...		200...	52.50	459,736.73
Bill	07/19/2022	22-06-GF	Water Environmental Te...			200...	28.00	459,764.73
Bill	07/20/2022	July-22	Darlene Serpa Accounti...			200...	1,110.00	460,874.73
Bill	07/20/2022	067873115	PACE Supply Corp.			200...	4,249.70	465,124.43
Bill	07/22/2022	041199	Pump Repair Service C...			200...	5,739.41	470,863.84
Credit	07/22/2022	CM067882...	PACE Supply Corp.			200...	-306.74	470,557.10
Bill	07/29/2022	067873152	PACE Supply Corp.			200...	769.09	471,326.19
Bill	08/01/2022	22-07-GF	Water Environmental Te...			200...	224.00	471,550.19
Bill	08/05/2022	28978	Joe Vicini, Inc.	Leak Repair		200...	7,873.00	479,423.19
Bill	08/10/2022	067928963	PACE Supply Corp.			200...	2,833.62	482,256.81
Bill	08/10/2022	28985	Joe Vicini, Inc.			200...	6,992.50	489,249.31
Bill	08/15/2022	067827718-1	PACE Supply Corp.			200...	77.27	489,326.58
Bill	08/15/2022	067928963-1	PACE Supply Corp.			200...	69.18	489,395.76
Bill	08/15/2022	8/15/2022	US Bank Corporate Pay...	Enerwoks - Sensor Kit		200...	136.01	489,531.77
Bill	08/15/2022	8/15/2022	US Bank Corporate Pay...	Solarnetix - Sensor		200...	161.68	489,693.45
Bill	08/15/2022	8/15/2022	US Bank Corporate Pay...	Enerwoks - Sensor Kit		200...	-135.15	489,558.30
Bill	08/17/2022	067827718-2	PACE Supply Corp.			200...	3,588.12	493,146.42
Bill	08/24/2022	29004	Joe Vicini, Inc.			200...	4,391.50	497,537.92
Bill	08/26/2022	8/26/2022	Darlene Serpa Accounti...			200...	740.00	498,277.92
Bill	08/26/2022	067977733	PACE Supply Corp.			200...	3,085.00	501,362.92
Bill	08/30/2022	067977733-1	PACE Supply Corp.			200...	136.10	501,499.02
Bill	09/06/2022	067977733-2	PACE Supply Corp.			200...	4.63	501,503.65
Bill	09/07/2022	067977733-3	PACE Supply Corp.			200...	107.34	501,610.99
Credit	09/10/2022	1538-1606	BSK Associates			200...	-250.50	501,360.49
Bill	09/14/2022	SF03480	BSK Associates			200...	198.00	501,558.49
Bill	09/15/2022	Sept-22	US Bank Corporate Pay...	Home Depot - Concrete Mix		200...	50.24	501,608.73
Bill	09/16/2022	29030	Joe Vicini, Inc.			200...	1,854.50	503,463.23
Bill	09/20/2022	067928963-2	PACE Supply Corp.			200...	57.65	503,520.88
Bill	09/26/2022	SFO3687	BSK Associates			200...	690.00	504,210.88
Bill	09/28/2022	068060673	PACE Supply Corp.			200...	1,234.86	505,445.74
Bill	09/30/2022	CM068065...	PACE Supply Corp.			200...	-490.09	504,955.65
Credit	09/30/2022	9/30/2022	Darlene Serpa Accounti...			200...	740.00	505,695.65
Bill	10/01/2022	4200.005.07	H2O Urban Solutions, Inc.	H2Ou For CF thru 9/30/2022		200...	53,765.75	559,461.40
Bill	10/01/2022	4200.005.06	H2O Urban Solutions, Inc.	H2Ou For CF Cat B Emergency Repai...		200...	124,742.50	684,203.90
Bill	10/03/2022	22-09-GF	Water Environmental Te...			200...	56.00	684,259.90
Bill	10/11/2022	SF03950	BSK Associates			200...	410.00	684,669.90
Bill	10/30/2022	Oct-22	Darlene Serpa Accounti...			200...	740.00	685,409.90
Bill	11/01/2022	22-10-GF	Water Environmental Te...			200...	168.00	685,577.90

# Grizzly Flats Community Services District Transactions by Account As of May 31, 2023

1:38 PM  
06/02/23  
Accrual Basis

Type	Date	Numb	Name	Memo	Cir	Split	Amount	Balance
Bill	11/03/2022	SF04420	BSK Associates			200...	1,370.00	686,947.90
Bill	11/04/2022	3800010544	Eurofins Eaton Analytic...			200...	870.00	687,817.90
Bill	11/10/2022	29101	Joe Vicini, Inc.			200...	2,172.00	689,989.90
Bill	11/14/2022	068153959	PACE Supply Corp.			200...	2,570.87	692,560.77
Bill	11/15/2022	11/15/22	US Bank Corporate Pay...	Verizon		200...	10.36	692,571.13
Bill	11/30/2022	Nov-22	Darlene Serpa Accounti...			200...	740.00	693,311.13
Bill	12/22/2022	067736385-1	PACE Supply Corp.			200...	213.89	693,525.02
Bill	12/22/2022	068249242	PACE Supply Corp.			200...	2,584.02	696,109.04
Bill	12/31/2022	22-12-GF	Water Environmental Te...			200...	288.00	696,397.04
Bill	12/31/2022	Dec-22	Darlene Serpa Accounti...			200...	740.00	697,137.04
Bill	01/12/2023	068249242-1	PACE Supply Corp.			200...	533.94	697,670.98
Bill	01/16/2023	1/16/23	US Bank Corporate Pay...	Verizon - CF		200...	33.35	697,704.33
Bill	01/16/2023	1/16/23	US Bank Corporate Pay...	Verizon - CF		200...	11.76	697,716.09
Bill	01/27/2023	068267724	PACE Supply Corp.			200...	376.45	698,092.54
Bill	01/31/2023	23-01-GF	Water Environmental Te...			200...	84.00	698,176.54
Bill	01/31/2023	Jan-23	Darlene Serpa Accounti...			200...	740.00	698,916.54
Bill	02/01/2023	17206	El Dorado County Admi...			200...	66.79	698,983.33
Bill	02/10/2023	068371491	PACE Supply Corp.			200...	1,245.54	700,228.87
Bill	02/14/2023	068371491-1	PACE Supply Corp.			200...	651.01	700,879.88
Bill	02/17/2023	067873115-1	PACE Supply Corp.			200...	196.46	701,076.34
Bill	02/17/2023	067928963-3	PACE Supply Corp.			200...	524.24	701,600.58
Bill	02/28/2023	Feb-23	Darlene Serpa Accounti...			200...	370.00	701,970.58
Bill	03/15/2023	3/15/2023	US Bank Corporate Pay...	UPS Store - Notary		200...	15.00	701,985.58
Bill	03/15/2023	3/15/2023	US Bank Corporate Pay...	UPS Store - Notary		200...	15.00	702,000.58
Bill	03/15/2023	3/15/2023	US Bank Corporate Pay...	Verizon - Cell Phone		200...	11.80	702,012.38
Bill	03/17/2023	21634	Foresters Co-Op			200...	16,400.00	718,412.38
Bill	03/31/2023	Mar-23	Darlene Serpa Accounti...			200...	740.00	719,152.38
Bill	04/01/2023	068249242-2	PACE Supply Corp.			200...	191.05	719,343.43
Bill	04/03/2023	068460347	PACE Supply Corp.			200...	520.38	719,863.81
Bill	04/11/2023	21650	Foresters Co-Op			200...	9,650.00	729,513.81
Bill	04/11/2023	068496877	PACE Supply Corp.			200...	2,628.77	732,142.58
Bill	04/17/2023	068279063-2	PACE Supply Corp.			200...	7,175.03	739,317.61
Bill	04/21/2023	4/17/2023	US Bank Corporate Pay...	Verizon - Cell Phone		200...	11.80	739,329.41
Bill	04/21/2023	068529368	PACE Supply Corp.			200...	1,013.34	740,342.75
Bill	04/24/2023	068528871-1	PACE Supply Corp.			200...	2,592.23	742,934.98
Bill	04/24/2023	068528871	PACE Supply Corp.			200...	2,432.48	745,367.46
Bill	04/26/2023	068540717	PACE Supply Corp.			200...	443.16	745,810.62
Bill	04/26/2023	068529368-1	PACE Supply Corp.			200...	0.00	745,810.62
Credit	04/28/2023	cm068557...	PACE Supply Corp.			200...	-504.00	745,306.62
Bill	04/30/2023	Apr-23	Darlene Serpa Accounti...			200...	740.00	746,046.62
Bill	05/04/2023	068559208	PACE Supply Corp.			200...	3,741.42	749,788.04
Bill	05/05/2023	068572724	PACE Supply Corp.			200...	1,182.86	750,970.90
Bill	05/05/2023	068572966	PACE Supply Corp.			200...	151.12	751,122.02
Credit	05/08/2023	CM068580...	PACE Supply Corp.			200...	-1,246.57	749,875.45
Bill	05/12/2023	068559208-1	PACE Supply Corp.			200...	37.92	749,913.37
Bill	05/12/2023	068589938	PACE Supply Corp.			200...	441.22	750,354.59
Bill	05/15/2023	5/15/2023	US Bank Corporate Pay...	Home Depot - Concrete		200...	74.48	750,429.07

PK21

**Grizzly Flats Community Services District**  
**Transactions by Account**  
 As of May 31, 2023

1:38 PM

06/02/23

Accrual Basis

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
Bill	05/19/2023	29241	Joe Vicini, Inc.			200...	4,665.00	755,094.07
Bill	05/25/2023	0682622611	PACE Supply Corp.			200...	13,389.83	768,483.90
Total 14800 · Caldor Fire Expenses							329,518.77	768,483.90
<b>TOTAL</b>							<b>329,518.77</b>	<b>768,483.90</b>

pk 22



**Grizzly Flats Community Services District**

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

[www.grizzlyflatscsd.com](http://www.grizzlyflatscsd.com)



**Item E, the District's draft  
2023/2024 Budget will be  
distributed as a separate handout.**

**OFFICIAL 2023 ELECTION BALLOT  
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery at SDRMA on or before 4:30 p.m., Tuesday August 8, 2023. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN** (INCUMBENT)  
Director, Groveland Community Services District
  
- ACQUANETTA WARREN**  
Vice Chair, Local Agency Formation Commission for San Bernardino County
  
- JESSE CLAYPOOL** (INCUMBENT)  
Board Chair, Honey Lake Valley Resource Conservation District
  
- SANDY SEIFERT-RAFFELSON** (INCUMBENT)  
General Manager, Herlong Public Utility District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023 by the:

\_\_\_\_\_

**at a public meeting** by the following votes:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_

\_\_\_\_\_

pk24

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* Bob Swan  
District/Agency Groveland Community Services District (GCSD)  
Work Address P.O. Box 350, Groveland CA 95321  
Work Phone (209) 962-7131 Cell Phone (408) 398-4731

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I have been a member of the SDRMA Board for two terms. I would like to be elected to a third term because:

1. As a board member of Groveland CSD, I am very aware of the great value that smaller districts get from their membership in SDRMA, and I'd like to continue to support the Authority's great member services.
2. While the organization continues to operate well, thanks to its experienced and motivated staff, we are once again going through a period of management change. I believe that Board continuity is particularly important at such a time.
3. The California re-insurance market continues to be challenging. I believe that my eight years of board experience will be helpful as we negotiate the potentially tricky economic future.
4. Personally, I feel that we have a very well-functioning and collegial Board, and I find it both challenging and enjoyable to be part of it.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

1. SDRMA Board: Member since 2016, presently Vice President. I am our representative on the CSDA Legislative Committee (and a member in my own right), and on the Alliance Executive Council.
2. Groveland CSD Board: Member since appointment in June 2013. I was Board President 2014-2018.
3. Member of Board of Southside Community Connections, which is a 501(c)(3) nonprofit in Groveland that provides transportation, educational, social and recreational services to seniors and differently-abled folks in the Groveland area. I was on this Board from 2018 through 2022, mostly as Treasurer.
4. Board Member (Treasurer) of Pine Cone Performers, a local community choral and acting group, since 2010.

PK25

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

Background: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry as engineer, engineering manager, business unit director.

Skills, etc.: Very familiar with financial reports and cost accounting. Working knowledge of computer and communications technology. In my work life, I managed geographically distributed organizations with up to 150 technical personnel and up to \$120 million in annual sales. I'm pretty good at helping groups work together to achieve consensus (or, failing that, acceptable compromise).

In recent years, most of my volunteer work has been in driving folks (who can't drive themselves) to medical appointments, shopping, and the like. This is one of the services of Southside Community Connections.

I'm also a pretty decent choral singer, but that's not relevant to this application.

**What is your overall vision for SDRMA? (Response Required)**

Our vision statement is "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". To achieve this vision, I believe we must focus on:

(1) maintaining long-term financial stability, by ensuring that there is a fair allocation of cost versus risk across the membership, continuously evaluating the appropriate level of risk retention, and using creative ideas like our "captive" reinsurance agency to enhance our cash position.

(2) continue to expand our risk management training and assistance services. We have made significant improvements in this area by bring it internal to the Authority.

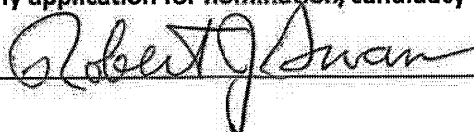
(3) continue to emphasize services to our core membership: small to mid-sized districts with limited options for insurance.

(4) ensure that SDRMA remains a desirable workplace, and maintain our highly-qualified and responsive staff.

Above all, remember that this is an insurance pool, owned by its member agencies, and maintain an overarching focus on member service and support. Make certain that we will be here for our members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/11/2023

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted**. No statements are endorsed by SDRMA.

Candidate\* ACQUANETTA WARREN  
District/Agency Local Agency Formation Commission (LAFCO) for San Bernardino County  
Work Address 1170 W. Third Street, Unit 150, San Bernardino, CA 92415-0490  
Work Phone (909)388-0480 Home Phone

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As a City Mayor I have been fortunate to serve on regional boards that include special district representation: San Bernardino Countywide Oversight Board and Southern California Water Coalition's Board of Trustees. I realize that special districts, especially the smaller districts, are not included in the conversation for a variety of matters. Currently, I serve on San Bernardino LAFCO and the California Association of LAFCOs, which do have robust special district representation. I believe that my skills, experience, and understanding can contribute to SDRMA. Specifically, I want to contribute by developing programs that would help member agencies maximize their protection and minimize their risks.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I currently serve as mayor for the City of Fontana. This is my fourth term, and my focus has been bolstering economic development, creating educational opportunities, improving public safety, and advocating for a healthier community. As mayor, I have been fortunate to serve on:

- San Bernardino LAFCO since 2014, serving currently as Vice Chair of the Commission. I am also a Board Member of the statewide organization of LAFCOs, CALAFCO, serving as Treasurer
- San Bernardino County Transportation Authority: Board of Directors, General Policy Committee, and Transit Committee
- San Bernardino County Racial Equity Committee for the San Bernardino Council of Governments
- San Bernardino Countywide Oversight Board

In addition, I am the current Chair for the Southern California Water Coalition's Board of Trustees as well as Co-Chair of its Task Force for Water Equity, Access, and Affordability.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Aside from being Mayor for the City of Fontana, I am currently the District Director for the Second Supervisorial District for San Bernardino County and I coordinate district services and communications with constituents, I oversee community outreach efforts, as well as supervise district staff.

In addition to local-level involvement, I have served on the State Park Commission and as a trustee of the United States Conference of Mayors, an official non-partisan organization of cities in the United States with populations of 30,000 or more. I have also served in community organizations such as Water/Recycled Water Projects and Development Processing for New Communities, Casa Colina Rehabilitation Hospital Board of Directors, and the Upland YMCA Board of Directors.

**What is your overall vision for SDRMA? (Response Required)**

My vision for SDRMA is to ensure that it continues to be the best risk management agency, who will continue to listen and communicate with its member agencies. I would strive to make sure SDRMA continues to provide excellent service, provide educational and training programs that are beneficial to its member agencies, and offer more resources that add value to its members. Lastly, I want to make sure SDRMA operates in the highest ethical manner with complete transparency.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature  Date 4/25/2023

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates  
- no attachments will be accepted. No statements are endorsed by SDRMA.**

Candidate\* Jesse D. Claypool  
District/Agency Honey Lake Valley Resource Conservation District  
Work Address USDA Service Center 170 Russell Avenue, Suite C, Susanville, CA 96130  
Work Phone 530-257-7271 Cell Phone 530-310-0232

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

My interest for being on the SDRMA Board of Directors is because I believe it is imperative for there to be  
a knowledgeable and experienced voice on the Board with the perspective of the small to mid-size special  
district. In addition, I am eager to continue working with SDRMA staff and fellow Board members, providing  
relevant and affordable solutions, available to all special districts.

**What Board or committee experience do you have that would help you to be an effective Board Member?  
(SDRMA or any other organization) (Response Required)**

The vast amount of understanding and experience that I've gained as a current member of the SDRMA  
Board of Directors will undoubtedly aide as I continually strive to be an increasingly effective member of  
the SDRMA Board of Directors going forward.

In addition to being a current SDRMA Board member, I am currently Chairman of the Board for the Honey  
Lake Valley Resource Conversation District and a board member of a Regional Water Managment Group.  
Previously I have served on the following, Lassen County's Civil Grand Jury, two terms, CSDA Professional  
Development committee, two terms, Janesville Union School District trustee, Technical Advisory Committee  
for the prevention of violence against schools K-12, two terms, and CSDA Member Services committee, two  
terms.

PK29

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

I have attended various board member trainings and completed leadership and governance classes, including the following: CSDA's Extraordinary Leadership Training and CSDA's Special District Leadership Academy. I have received CSDA's Recognition in Special District Governance certificate and successfully completed Executive Education in Public Policy at University of Southern California, Sol Price School of Public Policy.

**What is your overall vision for SDRMA? (Response Required)**

My continued vision for SDRMA is to be effective within the communities they serve. With focused attention to affordable solutions, administered by a team of highly dedicated professional staff, SDRMA will continue to be an industry leader providing affordable solutions to its members.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature 

Date 4/20/2023

PK 30



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Candidate\* Sandy Seifert-Raffelson  
District/Agency Herlong Public Utility District  
Work Address P O Box 115, Herlong CA 96113  
Work Phone (530)827-3150 Cell Phone (530)310-4320

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I am a current Board member of SDRMA and feel that I have added my financial and general manager background to make a better-informed decision for SDRMA members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small Districts and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 35 plus years' experience in accounting and special districts.

I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limited revenue and staff. My experience in small districts give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise within. I feel I am an asset to this Board, and would love a chance to stay on 4 more years!

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

While serving on the SDRMA Board, I have been privilege to be Secretary of the Board, Vice-President and currently President. I have served on CSDA's Audit and Financial committee's for several year. I have served on the SDLF Board and current President; Northeastern Rual Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 18 years; and UC Davis Equine Board. In the past 30 years, I have learn that there is no "I" in Board and it can be very rewarding to part of a team that makes a difference for others.

As part of my many duties working for Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first policies for HPUD. I have administered the financial portion of 2 large capital improvement projects with USDA as well as worked on the first ever successful water utility privatization project with the US Army and department of Defense. I am currently in the middle of a 14 million infrastructure project with SRF monies. I am also the primary administrator of two federal contract for utility services.

PK31

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)**

I have my Bachelor's Degree in Business with a minor in Sociology. I have audit small districts and worked for a small district for almost 18 years. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

With HPUD and with SDRMA both boards and employees have worked hard to receive their District of Distinction and their District of Transparency.

I feel I am a good leader with people skills that can accomplish what is necessary to keep a District or JPA moving forward.

**What is your overall vision for SDRMA? (Response Required)**

SDRMA Staff and Board work together to bring Special Districts affordable insurance for the pool they serve. By listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would continue advocating for these continued efforts and rewarding continue education for all Districts and employees.

I see SDRMA pool continuing for centuries and serving those needs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature *Jamie J. Raffelson* Date 4/17/2023

PK32



- Home
- How It Works
- Logout **Kim Gustafson**

**CSDA Board of Directors Election Ballot - Term 2024 - 2026; Seat C - Sierra Network**

**Please vote for your choice**

Choose **one** of the following candidates:

- \*Pete Kampa, General Manager, Groveland Community Services District (incumbent)
- Kevin King, General Manager, Reclamation District 1000
- Beau Reynolds, North Highlands Recreation and Park District
- Nicholas Schneider, General Manager, Georgetown Public Utility District

\*Incumbent

**Pete Kampa\***    [\[view details\]](#)

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**Kevin King**    [\[view details\]](#)

---

**Beau Reynolds**    [\[view details\]](#)

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**Nicholas Schneider**    [\[view details\]](#)

ContinueCancel



California Special  
Districts Association  
*Districts Stronger Together*

## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Peter J. Kampa

District/Company: Groveland Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff GM

Length of Service with District: 5 Years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Member of the CSDA Board for 24 years and currently CSDA Vice President, serve on all CSDA committees, attend CSDA Annual Conference and GM

Leadership Summit annually, completed Governance Academy twice

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Eleven year member of ACWA and active on Legislative Committee and

related task forces. Previous Board member with California Rural Water

Association and member for 15 years

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Spearheaded special district gaining seats on Tuolumne County LAFCo and attend all meetings, spearheaded formation of the Tuolumne County Chapter of CSDA and its current President, spearheaded formation of the Tuolumne-

Stanislaus Integrated Regional Water Management Authority

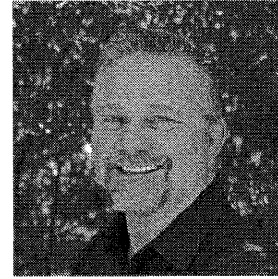
4. List civic organization involvement:

Hwy 120 Chamber of Commerce

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**

Peter J. Kampa, CSDM

CSDA Board Candidate Statement March 2023



*I seek your support for my reelection to the Board of Directors of California Special Districts Association. I have served 24 years as a member of the Board of Directors of the California Special Districts Association and am currently its Vice President as well as the Chair of its Member Services Committee. I am very active in CSDA functions and events attending all CSDA committee meetings, the CSDA conference, Legislative Days and GM Leadership Summit annually.*

*My goals as a CSDA Board member have been, and will continue to be, setting direction with the Board for the protection of local revenues, to bring realities to public works legislation and to convey the practicalities of running a special district to the legislature, regulators and other agencies. CSDA has seen amazing growth in membership and service delivery in the past two decades, and I intend to lead within the CSDA Board to continue to improve and keep relevant all of the offerings provided by CSDA.*

*I am a Certified Special District Manager who has served as General Manager for eleven special districts throughout Northern and Central California over my thirty-year career in local government, including a county water district, sanitary district and nine community services districts.*

*Public services delivered by the special districts under my management include water, sewer, ambulance, fire and emergency response, parks and recreation, solid waste, roads and stormwater, street lighting, snow removal, library, and mosquito protection. My management teams and I have administered the planning, design, funding and construction of over \$80 million in public facility construction, infrastructure and technology upgrades.*

*I currently serve as General Manager of the Groveland Community Services District in Tuolumne County and the Copper Valley CSD in Calaveras County.*



**California Special  
Districts Association**  
*Districts Stronger Together*

**2023 CSDA BOARD CANDIDATE INFORMATION SHEET**

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Kevin L. King

District/Company: Reclamation District No. 1000

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 4 years

**1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

CSDA Legislative Committee 2020, General Manager Leadership Conference, CSDA Leadership Summit, CSDA District 6 Roundtables, CSDA Annual Conferences

**2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

ACWA

**3. List local government involvement (such as LAFCo, Association of Governments, etc.):**

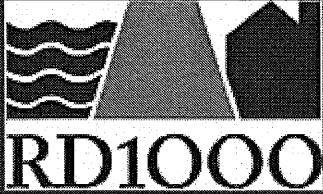
California Central Valley Flood Control Association - Board Member

**4. List civic organization involvement:**

Natomas Chamber of Commerce

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

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Reclamation District No. 1000  
1633 Garden Highway, Sacramento, CA 95833  
(916) 922-1449  
kking@rd1000.org  
[www.rd1000.org](http://www.rd1000.org)  
[www.4Natomas.org](http://www.4Natomas.org)

## Candidate Statement

### Kevin L. King



I am interested in serving on the California Special District's Board of Directors to more significantly contribute to the vitally important work done by CSDA. With more than two decades worth of experience in leadership roles for special districts, I certainly appreciate the significance of all special districts and believe my background and perspectives would be an asset as a member of the CSDA Board.

Upon graduating from California Polytechnic State University, San Luis Obispo, I began my career in public service at a small irrigation district in western Stanislaus County. My career has taken me on a path since that time with stops at Oakdale Irrigation District, Solano Irrigation District and currently as the General Manager of Reclamation District No. 1000 in Sacramento. The advocacy, resources, and support provided by CSDA each step of the way has been tremendous, not only to me personally but to the communities I served.

The challenges faced by special districts escalates, seemingly, on a daily basis. Funding challenges, legislative challenges, staffing challenges, modernization challenges...the list is endlessly, yet the need for our services never wanes. I am an enthusiastic, solution oriented and creative problem solver ready to take on these challenges. I believe my unique background; communication style and leadership would serve all special districts well.

I would be honored to receive your vote for the CSDA Board of Directors – Sierra Network

Warm regards,

Kevin L. King  
General Manager  
Reclamation District No. 1000

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California Special  
Districts Association  
Districts Stronger Together

## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: BEAU Reynolds  
District/Company: North Highlands Recreation & Parks District  
Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 2.5 years '20-'24 term

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2022 Leadership Academy Grad - NAPA

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

No

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

2023-Appointed - LAFCO - Special District Advisory

4. List civic organization involvement:

Stonewall Foundation of Greater Sacramento





**California Special  
Districts Association**  
*Districts Stronger Together*

## 2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Nicholas Schneider

District/Company: Georgetown Divide Public Utility District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 1 year

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I currently serve on the Fiscal Committee and I have participated with the Legislative Committee for the last two years.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am currently involved with ACWA, in that role I serve on the State Legislative Committee, Agriculture Committee, and many workgroups. Also involved with CMUA and served on their Leg Committee as well.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

I have worked in local government for 10 plus years. I have presented to LAFCO many times and have also represented my District in front of a variety of local government associations.

4. List civic organization involvement:

I serve as Boy Scout and Cub Scout leader. In the past I have coached little league.

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**

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**GRIZZLY FLATS CSD  
CALDOR FIRE EVENT & STORM DAMAGE**



**STATUS REPORT**

Date: June 6, 2023

General: The purpose of Status Reporting is to provide current information to District staff, administration, and elected officials of ongoing progress on water service and infrastructure restoration. The Status Report will be updated on a regular basis and as information critical to restoration of the water system becomes available.

**CURRENT STATUS**

<p><b>Situation Summary</b></p>	<ul style="list-style-type: none"> <li>• Forester’s Co-Op began work to mark and document hazard trees to be felled on one remaining private parcel and U.S. Forest Service property adjacent to Eagle Ditch Pipeline.</li> <li>• Insurance and FEMA funding for the reservoir liner repair project has been received by GFCSD. H2Ou prepared the Request for Proposals document and staff is ready to distribute it to potential bidders as soon as Board authorization is received.</li> <li>• Acuren’s final “Fit for Service” reports for Tyler and Winding Tanks were submitted to FEMA, but no updates have been received in response.</li> <li>• District staff continues to coordinate bi-weekly coordination meetings with FEMA and Cal OES, but their representatives have not been participating as requested.</li> <li>• District staff continue regular bi-weekly meetings with Insurance Co.</li> <li>• Staff has been working with FEMA to assess equipment damages resulting from the severe storms of December 2022. The 60-day deadline by which all damages must be documented is 7/14/23.</li> </ul>
<p><b>Water System Assessment</b></p>	<ul style="list-style-type: none"> <li>• District staff is complete with all assessments of the water system and is responding to FEMA’s requests for information (RFI) and reviewing damage and recovery costs to support emergency funding applications as they become available.             <ul style="list-style-type: none"> <li>- H2Ou prepared a justification memo for replacing entire service line from the water main to the meter for services damaged in the Caldor Fire, but a response hasn’t been received from FEMA.</li> <li>- Voids from burned tree stumps along Eagle Ditch pipeline are not currently included in the damage description for the project, so an amendment may be needed when construction begins.</li> </ul> </li> </ul>

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# GRIZZLY FLATS CSD CALDOR FIRE EVENT & STORM DAMAGE



<b>Actions and Activities</b>	<ul style="list-style-type: none"><li>• Finalizing documentation requested by FEMA to support damages.</li><li>• Maintaining Water Treatment and Distribution Operations with fire and storm related water quality impacts and equipment failures from regular power outages and aging equipment.</li></ul>
<b>Future Actions</b>	<ul style="list-style-type: none"><li>• Review damage determination by FEMA and prepare cost estimates of damages. Compare to FEMA and insurance cost estimates.</li><li>• Distribute construction documents for reservoir liner repairs.</li><li>• Retain contractor to repair reservoir liner.</li><li>• Retain contractor(s) for felling hazard trees for both FEMA and USDA funding.</li><li>• Retain contractor to replace surface water metering station.</li><li>• Planning and design of replacement facilities for Tyler and Winding Way, and the surface water metering station.</li><li>• Use ARPA funding for non-fire related improvements is much needed to begin making progress and address challenges with current water treatment production, monitoring processes, tank levels, system pressures, etc. during power outages and remotely. Loss of equipment due to failures may be reimbursable by ARPA funding if it is part of the permanent repairs or replacement and as long as it is competitively bid.</li></ul>

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# CONSTRUCTION CONTRACT DOCUMENTS



Grizzly Flat Community Services District

## RESERVOIR LINER REPAIR PROJECT

June 6, 2023

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## SECTION 1. BIDDING REQUIREMENTS AND SUBMITTALS

### 1.1 INVITATION TO BID

Sealed Proposals will be received by **Grizzly Flats Community Services District** ("Owner"), located at **4765 Sciaroni Rd, Grizzly Flats, CA 95636**, until **2:00 p.m.** local time on **July 10<sup>th</sup>, 2023**, or such later date as may be set by addendum, and then will be publicly opened and read for the construction of the following public works project:

#### **Reservoir Liner Repair Project**

The proposed work generally consists of the following:

The work is more specifically described in the Contract Documents.

The Contract Documents, including the Instructions to Bidders and the Plans, Drawings and Specifications for the Work may be downloaded from the Owner's website at <https://grizzlyflatscsd.com>. The Bidder's attention is directed to the Instructions to Bidders for complete instructions regarding submission of bid.

Each Bidder and all subcontractors must be registered with the California Department of Industrial Relations Public Works Contractor Database, pursuant to Labor Code § 1725.5.

Each Bid must be submitted on the prescribed forms and accompanied by cash, a cashier's check, certified check or bid bond executed on the prescribed form payable to Owner in an amount not less than 10 percent (10%) of the bid amount.

If the Plans and Specifications for the project contain additive items, bidders must bid all of the additive items. However, the lowest bid shall be considered to be the lowest bid price on the base contract without consideration of the prices on the additive items, pursuant to California Public Contract Code § 10126(c)(1).

A mandatory pre-bid walk through will be required of all prospective bidders. The mandatory pre-bid walk through will be conducted at **10 a.m. on June 28<sup>th</sup>, 2023** at the Owner's Main Office located at **4765 Sciaroni Rd, Grizzly Flats, CA 95636**. Bids will only be accepted from contractors or bidders who attend the mandatory pre-bid walk through.

All building permit and utility connection fees for the Project will be paid by Owner. The successful bidder will be required to pay all other permits, fees and taxes as provided in the Contract Documents.

INVITATION TO BID

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The successful bidder will be required to furnish a Payment Bond and a Faithful Performance Bond each in the full amount of the Contract price, and insurance with certificates and endorsements of insurance, as provided in the Contract Documents. The required bonds must be provided by a surety insurer who is duly admitted by the Insurance Commissioner of the State of California.

At the time of submitting the bid, the successful bidder must hold such valid licenses issued by the California State Contractors' License Board as may be required by the laws of the State of California for the performance of the work specified in the Contract Documents. **As a minimum, bidders must possess a Class A Contractor's license.**

Bidders are encouraged, although not required, to utilize local labor to the greatest extent possible.

The attention of bidders is directed to the requirements and conditions of employment to be observed and prevailing wage rate to be paid under the Contract. Copies of the prevailing rate of per diem wages are on file at Owner's office and will be made available to any interested party on request.

Pursuant to Public Contract Code § 22300, Owner shall permit the substitution of securities for any moneys withheld in retention by Owner.

All questions concerning the Bid Documents and the Project should be addressed to the Scott Myers, District Engineer, H2O Urban Solutions, in writing to the following email: [scott@h2ourban.com](mailto:scott@h2ourban.com). Questions must be submitted no later than **July July 5th, 2023**. The answer to relevant questions will be addressed through a formal addenda process.

Owner reserves the right to reject any and all Bids during the time for awarding the Contract, and to waive any informality or irregularity in any Bid. No Bid can be withdrawn during the time for awarding the Contract. Any bid not conforming to the intent and purpose of the Contract Documents may be rejected. Owner may extend the time to award the Contract for a period of time which shall not extend beyond 60 days from the bid opening date.

**1.2 BID FORM/ PROPOSAL**

TO: Kim Gustafson, General Manager  
Grizzly Flats CSD  
4765 Sciaroni Rd, Grizzly Flats, CA 95636

THE UNDERSIGNED STATES AND DECLARES AS FOLLOWS:

The undersigned Bidder has carefully examined the location of the proposed work and has examined the Contract Documents entitled:

**RESERVOIR LINER REPAIR PROJECT**

The Bidder has read the accompanying Invitation to Bid and Instructions to Bidders and has participated in the mandatory pre-bid walk-through; the Bidder hereby proposes to begin work and complete the project in accordance with the schedule and deadlines in the Contract Documents; the Bidder hereby proposes to furnish all labor, materials, tools, and equipment, and to perform all the work required, complete in place, in accordance with the Contract Documents; and the Bidder will take in full payment for such work the prices set forth in the accompanying Base Bid Schedule. The Bidder herewith submits its Base Bid as reflected on the accompanying Base Bid Schedule and submits its Alternatives Bids, as reflected on the accompanying Alternates Bid Schedules.

**TOTAL BASE BID:**        \$ \_\_\_\_\_

Contractor's License No.: \_\_\_\_\_

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

Type of license: \_\_\_\_\_

Name under which license is held: \_\_\_\_\_

Status of license: \_\_\_\_\_

The following surety or sureties have agreed to furnish payment and faithful performance bonds to the Bidder if it is awarded the contract:

Payment Bond: \_\_\_\_\_

Performance Bond: \_\_\_\_\_

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The Bidder's authorized officer identified below hereby declares that the representations in this Bid are true and correct and that these representations are made under penalty of perjury under the laws of the State of California.

Executed on \_\_\_\_\_, 20\_\_, at \_\_\_\_\_, \_\_\_\_\_.

BIDDER

[Company/firm name] \_\_\_\_\_

[Capacity of company or firm, e.g., corporation (include state of incorporation), sole proprietor, partnership] \_\_\_\_\_

[Authorized signature] \_\_\_\_\_

[Name] \_\_\_\_\_

[Title] \_\_\_\_\_

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

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

Fax No.: \_\_\_\_\_

E-Mail: \_\_\_\_\_

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**1.3 BASE BID SCHEDULE AND TOTAL PRICE**

NAME OF BIDDER: \_\_\_\_\_

**ALLOWANCES AND UNIT PRICES FOR BASE BID****UNIT PRICE TABLE**

<b>Bid Item</b>	<b>Work Item Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Price</b>
1	Mobilization	L.S.	1		
2	Existing Liner Preparation	L.S.	1		
3	Liner Repair Overlay	L.F.	350 l.f.		
4	Liner Anchor Trench	L.F.	350 l.f.		
5	Existing Liner Patching	L.S.	1		
6	Finish Grading	L.S.	1		
<b>Total Bid Price</b>					

**TOTAL PRICE ALL ITEMS:** \_\_\_\_\_  
 \$ [IN FIGURES]

Bidders Initials: \_\_\_\_\_

Note: Refer to Section 1025, Measurement and Payment for descriptions of bid items. Actual project cost will be based on installed quantities and unit prices as provided by bidder, as quantities shown in the Unit Price Table may change. Selection of lowest bid will be based on quantities provided in the Unit Price Table.

#### 1.4 BID BOND

WHEREAS WE, THE UNDERSIGNED \_\_\_\_\_, Contractor as Principal; and \_\_\_\_\_, as Surety, are hereby held and bound unto \_\_\_\_\_, hereinafter called Owner, in the sum of \$\_\_\_\_\_ which sum is equal to at least ten percent of the total amount of the Bid, payment of which sum, well and to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to Owner a certain Bid, attached hereto and hereby made a part hereof, to enter into a Contract in writing, for the construction of the following public works project:

#### RESERVOIR LINER REPAIR PROJECT

NOW, THEREFORE,

- (a) If the Bid is rejected, or in the alternate,
- (b) If the Bid is accepted and the Principal shall sign and deliver a Contract, in the form of the Contract attached hereto and shall execute and deliver Performance and Payment Bonds in the forms attached hereto and shall deliver proof of insurance (all completed in accordance with the Contract Documents), and shall in all other respects perform the agreement created by the acceptance of the Bid;

Then, this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all default of the Principal hereunder shall be the amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which Owner may accept such Bid, and said Surety does hereby waive notice of any such extension.



IN WITNESS THEREOF, the above-bounded parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

\_\_\_\_\_  
(Contractor as Principal)

(Seal)

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

\_\_\_\_\_  
[Name]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
(Surety)

(Seal)

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

\_\_\_\_\_  
[Name]

\_\_\_\_\_  
[Title]

1.5 DESIGNATION OF SUBCONTRACTORS

In compliance with Public Contract Code § 4100 et seq. each bidder shall set forth below the name, license number and business location of each subcontractor who will perform work in excess of one-half of 1% of the Contractor's total bid and the portion of the work (expressed in dollar amount) that will be performed by each subcontractor. Contractor shall also provide a description of the type of work to be performed by each subcontractor. Under Labor Code § 1725.5, the Contractor and all subcontractors must be registered with the California Department of Industrial Relations Public Works Contractor Database.

If the Contractor fails to specify a subcontractor for any portion of the work to be performed under the Contract, it shall be deemed to have agreed to perform such portion itself, and it shall not be permitted to subcontract that portion of the work except under the conditions hereinafter set forth.

Subletting or subcontracting of any portion of the work in excess of one-half of 1% of the Contractor's total bid as to which no subcontractor was designated in the original bid shall only be permitted in cases of public emergency or necessity, and then only after a finding reduced to writing as a public record of the County setting forth the facts constituting the emergency or necessity.

Subcontractor (name and location)	Description of Subcontractor Work	Subcontractor License Type and #	Estimated Portion of Work (in \$\$)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Subcontractor (name and location)	Description of Subcontractor Work	Subcontractor License Type and #	Estimated Portion of Work (in \$\$)

**1.6 EXPERIENCE QUALIFICATIONS AND REGISTRATION**

**The Bidding Contractor and all of its Subcontractors must be registered with the California Department of Industrial Relations Public Works Contractor Database, pursuant to Labor Code § 1725.5.**

The Bidder has been engaged in the contracting business, under the present business name for \_\_\_\_\_ years. Experience in work of a nature similar to that covered in the Bid extends over a period of \_\_\_\_\_ years.

The Bidder, as a contractor, has never failed to satisfactorily complete a contract awarded to it, except as follows:

The following contracts have been satisfactorily completed in the last three years for the persons, firm or entity indicated: (Bidder may provide additional experience statements).

<u>Year</u>	<u>Owner</u>	<u>Type of Work</u>	<u>Contract Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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The following is a list of plant and equipment owned by the Bidder, which is definitely available for use on the proposed work as required. (Bidder may provide additional list of plant and equipment available).

<u>Quantity</u>	<u>Name, Type and Capacity</u>	<u>Condition</u>	<u>Location</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Executed on \_\_\_\_\_, 20\_\_, at \_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

BIDDER

\_\_\_\_\_(Company/firm name)

\_\_\_\_\_(Authorized signature)

\_\_\_\_\_(Name)

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

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## 1.7 NON-COLLUSION DECLARATION\*

## NON-COLLUSION DECLARATION TO BE EXECUTED

BY

BIDDER AND SUBMITTED WITH BID

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid for the \_\_\_\_\_ PROJECT.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted its bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state].

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

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

\*Note: Public Contracts Code 7106 requires this non-collusion declaration be submitted with a bid for any public works contract of a public entity.

NON-COLLUSION DECLARATION

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**1.8 CERTIFICATION OF NON-DISCRIMINATION**

1. During the performance of this contract, contractor and its subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age (over 40) or sex. Contractors and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Contractors and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code § 12900 et seq.) and the applicable regulations promulgated thereunder (California Administrative Code, Title 2, § 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, § 12900, set forth in Chapter 5 of Division 4 of Title 2 or the California Administrative Code are incorporated into this contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

2. This contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

THE UNDERSIGNED CERTIFIES THAT CONTRACTOR WILL COMPLY WITH THE ABOVE REQUIREMENTS.

CONTRACTOR OR

SUBCONTRACTOR NAME: \_\_\_\_\_

CERTIFIED BY:

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

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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**1.9 CERTIFICATION OF NON-SEGREGATED FACILITIES**

A certification of non-segregated Facilities, as required by the May 9, 1967, order (32 F.R. 7439, May 19, 1967) on Elimination of Segregated Facilities, by the Secretary of Labor, must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e. quarterly, semiannually, or annually).

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

DATE \_\_\_\_\_

\_\_\_\_\_  
*(Signature of Bidder or Prospective Contractor)*

\_\_\_\_\_  
\_\_\_\_\_  
*Address (including Zip Code)*



### 1.10 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

Name of Company/Entity: \_\_\_\_\_

The prospective participant certifies under penalty of perjury to the best of its knowledge and belief that it and its principals and subcontractors:

- (a) **Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a government entity (Federal, State, or local).**
- (b) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraphs (a) and (b) of this certification;
- (d) Have no more than one final unappealable finding of contempt of court by a federal court issued against them within the immediately preceding two year period because of failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board;
- (e) **Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.**

**I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC § 1001, a false statement may result in a fine of up to \$ 10,000 or imprisonment for up to five (5) years, or both.**

\_\_\_\_\_  
Name and Title of Authorized Representative (Typed/printed)

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

I am unable to certify to the above statements. My explanation is below.

[RESERVED FOR EXPLANATION OF INABILITY TO CERTIFY TO SECTION 1.10]

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## SECTION 2. INSTRUCTIONS TO BIDDERS

### 2.1 INTRODUCTION

Each bid shall be in accordance with these Instructions to Bidders and other applicable provisions of the Contract Documents. The Invitation to Bid will specify whether Contract Documents are available on a purchase or deposit basis. Where payment for such sets is specified, no refund will be made.

### 2.2 PLANS

Electronic copies of Contract Documents and plan sheets may be obtained from Owner's Engineer.

### 2.3 LOCAL CONDITIONS

**2.3.1** The quantities of work or material stated in the unit price items of the Bid Schedule are given only as a basis for the comparison of Bids, and Owner does not represent or warrant that the actual amount of work or material will correspond therewith, but reserves the right to increase or decrease the quantity of any unit price item of the work as may be deemed necessary or expedient by Architect.

**2.3.2** The Bidder shall examine carefully the site of the work contemplated and the Contract Documents. The submission of a Bid shall be conclusive evidence that the Bidder has investigated and is satisfied as to the conditions to be encountered, as to the character, quality and quantities of work to be performed and the materials to be furnished, and as to the requirements of the Contract Documents. Bidders shall thoroughly examine and be familiar with the Plans and Specifications. The failure of any bidder to receive or examine any form, instrument, addendum or other document, or to visit the site and acquaint himself with conditions there existing shall in no way relieve the Bidder from any obligation with respect to its proposal or to the Contract.

The Plans for the work show conditions as they are supposed or believed by Owner, Architect or their representatives to exist; but it is neither intended nor to be inferred that the conditions as shown thereon constitute a representation by Owner, Architect, or their representatives that such conditions are actually existent, nor shall Owner, Architect or their representatives be liable for any loss sustained by Contractor as a result of any inference or extrapolation drawn by the Bidder between conditions as shown on the Plans and the actual conditions revealed during the progress of work, or otherwise.

The Bidder's attention is directed to the possible existence of obstructions and public or private improvements which may be within the limits of the work or adjacent thereto, which may or may not be shown on the Plans.

**2.3.3** Where Architect has made investigations of surface and subsurface conditions in areas where work is to be performed under the Contract, or in other areas that may constitute possible local material sources, such investigations are made only for the purpose of study and design. Where such investigations have been made, bidders or Contractor may, upon written request, inspect Architect's records as to such investigations subject to and upon the conditions hereinafter set forth. Such inspection of records may be made at the Architect's office.

**2.3.4** The records of such investigations are not a part of the Contract and are made available for inspection solely for the convenience of the bidder or Contractor. It is expressly understood and agreed by bidder or Contractor that neither Owner nor Architect assumes any responsibility whatsoever with respect to the sufficiency or accuracy of the investigations, the records thereof, or of the interpretation set forth therein or made by Architect in its use thereof. No representation, warranty or guarantee, either express or implied, is made that the conditions indicated by such investigations or records are correct or representative of those existing throughout such areas or any part thereof, or that unanticipated developments or materials other than, or in proportions different from, those indicated may not occur or be encountered.

**2.3.5** Where a log of test borings or other investigations of subsurface conditions have been made by Owner in respect to foundation or other structural design, and that information is shown in the plans, said information represents only the statement by Owner as to the character of material which has been actually encountered by it in its investigation, and is only included for the convenience of bidders. Water levels that may be shown on a log of test borings are valid only for the stated date of observation. The water level may change from season to season and from year to year. Investigations of subsurface conditions are made for the purpose of design, and Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of borings or of the log of test borings or other preliminary investigations, or of the interpretation thereof, and there is no guaranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the work, or any part of it, or that unobserved or unanticipated developments may not occur. Making such information available to bidders is not to be construed in any way as waiver of the provisions of this section and bidders must satisfy themselves through their own investigations as to conditions to be encountered.

**2.3.6** The availability or use of information described in the Instructions to Bidders and other bid documents shall not be construed in any way as a waiver of the provisions of the Instructions of Bidders and a Bidder or Contractor is cautioned to make such an investigation and examination as it deems necessary to satisfy itself as to conditions to be encountered in the performance of the work and, with respect to possible local material sources, the quality and quantity of material available from such property and the type and extent of processing that may be required in order to produce material conforming to the requirements of the Specifications.

**2.3.7** No information derived from such inspection of records of investigations or compilations thereof made by Architect, will in any way relieve the bidder or Contractor from any risk or from properly fulfilling the terms of the Contract.

**2.3.8** Information derived from inspection of topographic maps, or from Plans showing location of utilities and structures will not in any way relieve Contractor from any risk, or from properly examining the site and making such additional investigations as it may elect, or from properly fulfilling all the terms of the Contract.

## **2.4 FORM OF BID AND SIGNATURE**

Bids shall be submitted only on the forms attached hereto or copies thereof and shall be enclosed in a sealed envelope and marked and addressed as directed herein. On the Bid Schedule, the Bidder shall state in figures the unit prices or the specific sums as the case may be, for which he proposes to supply labor, materials, supplies, tools or equipment, and perform the work required by the Contract Documents.

**If the Bid is made by an individual, it shall be signed by its full name and its address shall be given; if it is made by a partnership, it shall be signed with the partnership name by a member of the partnership, who shall also sign his or her own name, and the name and address of each member of such partnership shall be given; and, if it is made by a corporation the name of the corporation shall be given and it shall be signed by the appropriate duly authorized officer or officers, the name(s) and title(s) of all signing officers of the corporation shall be given, and the address of the corporation and the state in which incorporated shall be stated.**

Bids will be considered only from persons licensed as and set forth herein and required under applicable provisions of Contractors' License Law (California Business and Professions Code § 7000, et seq.) and rules and regulations adopted pursuant thereto; and each bidder shall insert its type of contractor's license, license number, and other requested information in the place provided in the bid. No oral, telephonic, e-mail, facsimile or telegraphic Bid or modification of a Bid will be considered.

## **2.5 PREPARATION OF THE BID**

**2.5.1** Blank spaces in the Bid shall be properly completed. The phraseology of the Bid must not be changed and no additions shall be made to the items mentioned therein. Unauthorized conditions, limitations or provisions attached to a Bid may render it nonresponsive and may cause its rejection. If erasures, interlineations or other changes appear on the form, each erasure, interlineation or change must be initialed by the person signing the Bid. Alternative Bids will not be considered unless specifically provided for in the Bid Schedule. Where performance and/or labor and material bonds are required, the Bidder shall name in its Bid the surety or sureties that have agreed to furnish the bonds.

**2.5.2** The Contract General Conditions provides that the successful Contractor shall pay all federal, state and local taxes, including manufacturers' taxes, sales taxes, use taxes, processing taxes, and payroll, wage, insurance, social security, and unemployment taxes on wages, salaries or any remuneration paid to Contractor's employees. A bidder's bid prices shall be deemed to include all applicable taxes, and there shall be no separate bid item or billing for taxes.

## **2.6 SUBMISSION OF BIDS**

**2.6.1** Bids must be submitted not later than the time prescribed, at the place and in the manner set forth in the Invitation to Bid. Owner shall not consider any Bid received after the time fixed or received at any place other than the place stated in the Invitation to Bid. Bids must be made on the prescribed Bid forms.

A complete Bid requires submission of the following fully completed and executed documents:

- a. Section 1.2 Bid Form
- b. Section 1.3 Base Bid and Section 1.3.1 Alternates Bid Form (if applicable);
- c. Section 1.4 Bid Bond (or other bid guarantee);
- d. Section 1.5 Designation of Subcontractors;
- e. Section 1.6 Experience Qualifications;
- f. Section 1.7 Non-Collusion Declaration;
- g. Section 1.8 Non-Discrimination Clause;
- h. Section 1.9 Certification of Non-Segregated Facilities;
- i. Section 1.10 Certification Regarding Debarment, Suspension and other Responsibility Matters.

Each Bid must be submitted in a sealed envelope, so marked as to indicate its contents without being opened, and addressed in conformance with the instructions in the Invitation to Bid. The bidder is wholly responsible to see that its Bid is submitted at the time and place named for the opening of bids.

**2.6.2** Bids shall acknowledge receipt of all addenda (identified by addendum number) issued during the bidding period. Failure to acknowledge an addendum or clarification may result in the Bid being rejected as not responsive.

**2.6.3** Bids shall be opened at the time and place specified in the Invitation to Bid, unless changed by addendum. All Bids will be opened and read publicly. Bidders, their representatives and other interested parties are invited to be present at the opening.

## 2.7 BID GUARANTEE

2.7.1 All Bids shall be accompanied by a Bid Bond, as defined, made payable to Owner. The Bid Bond must be enclosed in the same envelope with the Bid. The amount of the Bid Bond shall be not less than 10 percent of the total amount of the Bid.

2.7.2 If a bond is utilized, the Attorney-in-Fact (resident agent) who executes the Bid Bond on behalf of the surety company must attach a copy of its Power of Attorney as evidence of its authority. A notary shall acknowledge the power as of the date of execution of the surety bond which it covers. A bond will be accepted only if it is made out on either the Bid Bond form enclosed in these documents or on a form which substantially conforms to it.

## 2.8 LIST OF SUBCONTRACTORS

Each bidder shall set forth in its Bid on the form provided the following information in accordance with the provisions of California Public Contract Code § 4100, et seq.: (a) the name, license number and location of the place of business of each subcontractor who will perform work or labor or render service to Contractor in or about the construction of the work or improvement, and of each subcontractor who, under subcontract to Contractor, is to specifically fabricate and install or provide a portion of the work or improvement according to the Contract Documents, in any amount in excess of  $\frac{1}{2}$  of 1 percent of Contractor's total Bid; (b) the portion of the work that will be done by each such subcontractor; and (c) a description of the work to be done by each such subcontractor. Only one subcontractor shall be listed for each portion of the work as defined in the Bid. If the bidder fails to specify a subcontractor for any portion of the work, the bidder agrees to perform that portion of the work itself. **All subcontractors must be registered with the California Department of Industrial Relations Public Works Contractor Database, pursuant to Labor Code § 1725.5.**

## 2.9 INTERPRETATION OF CONTRACT DOCUMENTS

2.9.1 Any explanation desired by the bidder regarding the meaning or interpretation of any of the Contract Documents must be requested in writing, with sufficient allowance of time for receipt of reply before the time set for opening of Bids. Any such explanations or interpretations will be made only in the form of addenda to the documents and will be furnished to all bidders who shall submit all addenda with their Bids. Neither Architect nor any representative of Owner is authorized to give oral explanations or interpretations of Contract Documents, and a submission of a Bid constitutes agreement by the bidder that he has placed no reliance on any such oral explanation or interpretation. However, Architect may, upon inquiry by bidder, orally direct the bidder's attention to specific provisions of the Contract Documents which cover the subject of the inquiry.

**2.9.2** The Bidder shall review the Plans and Specifications prior to submission of the bid and shall report to Owner any errors and omissions noted by the Bidder prior to such submission.

## **2.10 MODIFICATION OF BIDS**

A Bidder may modify its Bid by written communication provided such communication is received by Owner prior to the closing time for receipt of Bids. The written communication shall not reveal the Bid price but should state the addition or subtraction or other modification so that the final prices or terms will not be known by Owner until the sealed bid is opened.

## **2.11 WITHDRAWAL AND RETURN OF BIDS**

Bids may be withdrawn without prejudice by written, e-mail, facsimile or telegraphic requests received from the Bidder prior to the time for opening of Bids, and Bids so withdrawn will be returned to bidders unopened. No Bid may be withdrawn after the hour affixed for opening Bids without rendering the accompanying Bid Bond subject to retention as liquidated damages in like manner as in the case of failure to execute the Contract after award, as provided in the Contract Documents. Negligence on the part of the Bidder preparing its Bid shall not constitute a right to withdraw the Bid subsequent to the opening of Bids. Any Bid received after the bid submission deadline shall be returned to the bidder unopened.

## **2.12 DISCREPANCIES**

In the case of discrepancy between unit prices and totals, unit prices will prevail. In case of discrepancy between words and figures, words will prevail.

## **2.13 SERVICING AND MAINTENANCE**

Each Bidder must, if requested, furnish evidence that there is an efficient service organization which regularly carries a stock of repair parts for the proposed equipment to be furnished and installed in the work and that the organization is conveniently located for prompt service.

## **2.14 DISQUALIFICATION OF BIDDERS**

**2.14.1** More than one Bid from an individual, firm, partnership or corporation under the same or different names will not be considered. Reasonable grounds for believing that any individual, firm, partnership or corporation is interested in more than one Bid for the work contemplated may cause the rejection of all Bids in which the individual, firm, partnership or corporation is interested. If there is reason for believing that collusion exists among the bidders, any or all Bids may be rejected. Bids in which the price is obviously unbalanced may be rejected.



**2.14.2** All bidders are put on notice that any collusive agreement fixing the prices to be bid so as to control or affect the awarding of this Contract is in violation of the competitive bidding requirements applicable to Owner and may render void any contract let under such circumstances.

## **2.15 AWARD OF CONTRACT**

**2.15.1** Owner reserves the right to reject any and all Bids during the time for awarding the Contract, and to waive any informality or irregularity in any Bid. No Bid can be withdrawn during the time for awarding the Contract. The time for awarding the Contract is provided in section 2.17.

**2.15.2** Before a Bid is considered for award, Owner may require a Bidder to submit a statement of facts and detail as to its business, technical organization and financial resources and equipment available and to be used in performing the work. Additionally, Owner may require evidence that the Bidder has performed other work of comparable magnitude and type.

Owner expressly reserves the right to reject any Bid if it determines that the business and technical organization, equipment, financial and other resources or other experience of the Bidder (including the Bidder's subcontractors) is not sufficiently qualified for the work bid upon and, therefore, justifies such rejection.

**2.15.3** The award of the Contract, if it is awarded, will be to the lowest responsible responsive Bidder whose Bid complies with the requirements of the Contract Documents. In the event the plans and specifications for the project contain additive or deductive items that are included in the bid, bidders must bid all of the additive or deductive items. However, the lowest bid shall be considered to be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items, pursuant to California Public Contract Code § 10126(c)(1).

## **2.16 CONTRACT BONDS**

**2.16.1** The successful Bidder shall furnish both a Performance Bond and a Payment Bond in the type, form and amount specified in the forms included with the Contract Documents. These bonds shall be furnished on such forms or on substantially similar forms acceptable to Owner. The Payment Bond shall comply with California Civil Code §§ 3247, 3248 and 9550 et seq. and applicable provisions of the California Bond and Undertaking Law (California Code of Civil Procedure § 995.010 et seq.). The bonds shall be obtained from a responsible corporate surety (or sureties) acceptable to Owner, who is (or are) duly admitted by the Insurance Commissioner of the State of California to act as surety upon bonds and undertakings. The surety (or sureties) shall furnish reports as to its financial condition from time to time as requested by Owner. The premiums for the bonds shall be paid by the successful Bidder.

**2.16.2** If any surety becomes unacceptable to Owner, is deemed insolvent, is no longer an admitted surety in California, or fails to furnish reports as to its financial condition as requested by Owner, Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of Owner and of persons supplying labor or materials in the prosecution of the work contemplated by this Contract.

**2.16.3** In the event of any conflict between the terms of the Contract and the terms of the bonds, the terms of the Contract shall control and the bonds shall be deemed to be amended thereby. Without limiting the foregoing, Owner shall be entitled to exercise all rights granted to it by the Contract in the event of default, without control thereof by the surety, provided that Owner gives the surety notice of such default at the time or before the exercise of any such right by Owner, and, regardless of the terms of the bonds, the exercise of any such right by Owner shall in no manner affect the liability of the surety under the bonds.

## **2.17 EXECUTION OF CONTRACT**

**The successful Bidder will be notified in writing by Owner of the award of the Contract within thirty (30) days after opening of Bids, unless the time period is extended as provided in the Invitation to Bid. Accompanying Owner's notice of award will be the Contract, which Owner may require to be executed in duplicate or triplicate. Within fifteen (15) days following receipt of such notice of award, the successful bidder will be required to execute and return the original contract(s), together with the performance and payment bonds, and the required certificates and proof of insurance documents (see General Conditions section 5.52), to Owner. Failure to do so shall be just cause for annulment of the award and for forfeiture of the Bid Bond, which shall be retained as liquidated damages. It is agreed that the Bid Bond sum is a fair estimate of the amount of damages that Owner will sustain by reason of such failure. Owner may elect to extend the fifteen (15) days if it needs additional time to Contractor information.**

Owner will promptly determine whether such Contract, bonds and insurance conform with the requirements of the Contract Documents, and upon such determination will forward a fully executed copy of the Contract and a Notice to Proceed with the work to the successful bidder. Signature by both parties constitutes execution of the Contract. In the event of failure of the lowest responsible responsive Bidder to sign and return the Contract with acceptable bonds and insurance as prescribed herein, Owner may award the Contract to the next lowest responsible responsive Bidder, and, in the event that Bidder fails to sign and return the Contract with acceptable bonds and insurance, Owner may award the Contract to the then next lowest responsible responsive Bidder, etc.

## **2.18 RETURN OF BID GUARANTEES**

All Bid Bonds will be held until the Contract has been finally executed, after which all Bid Bonds, other than any Bid Bonds which have been forfeited, will be returned to the respective bidders whose Bids they accompanied, but in no event shall non-forfeited bonds be held by Owner beyond 60 days from the date that Owner awards the Contract.

## **2.19 POWER OF ATTORNEY**

The Attorney-in-Fact (resident agent) who executes the Performance Bond and Payment Bond on behalf of the surety company must attach a copy of its Power of Attorney as evidence of its authority. A notary public shall acknowledge the power as of the date of the execution of the bond which it covers.

## **2.20 TIME OF COMPLETION**

The time of completion of the work to be performed under this Contract is the essence of the Contract. Delays and extensions of time may be allowed in accordance with the provisions of the General Conditions. The time allowed for the completion of the work is stated in Paragraph 5 of Section 3.1, the Contract Agreement.

## **2.21 LICENSING REQUIREMENTS FOR CONTRACTORS**

Contractor shall hold such valid licenses issued by the California State Contractors' License Board as may be required by the laws of the State of California for the performance of the work specified in the Contract Documents.

## **2.22 PREVAILING WAGES**

Copies of the prevailing rate of per diem wages are on file at Owner's office, and will be made available to any interested party on request. Contractor shall post at each job site a copy of the determination of the Director of Industrial Relations of the prevailing rate of per diem wages in the locality in which this public work is to be performed.

## **2.23 BID PROTEST**

Any bid protest must be submitted in writing to Owner before 5:00 p.m. of the seventh day following the bid award.

**2.23.1** The bid protest shall be in the form of a letter or memo and it shall include the following: a complete statement of the basis or bases for the protest, including any supporting documents; a reference to the specific portion(s) of the Contract Documents which forms the basis for the protest; and, the name, address and telephone number of the person representing the protesting bidder.

**2.23.2** The bidder filing the protest shall concurrently transmit a copy of the protest document and any attached documentation to all other bidders with a direct financial interest who may be adversely affected by the outcome of the protest, including all other bidders who appear to have a reasonable prospect of receiving an award depending upon the outcome of the protest.

**2.23.3** Owner will issue a prompt decision on the protest. If Owner determines that a protest is frivolous, the party originating the protest may be determined to be irresponsible and that party may be determined to be ineligible for future contract awards.

**2.23.4** The procedure and time limits set forth in this section are mandatory and are the bidder's sole and exclusive remedy in the event of a bid protest. Failure to comply with these procedures shall constitute a waiver of any right to further pursue the bid protest, including filing a Government Code claim, lawsuit or other legal proceeding.

**2.23.5** For purposes of this section, a "bid protest" means any protest, objection, complaint or challenge to, concerning or against (a) a rejection of a bidder for any reason, (b) a contract award to the apparent low bidder, (c) another bidder's bid, or (d) the legality or enforceability of the bid documents.

## **2.24 INELIGIBLE CONTRACTORS AND SUBCONTRACTORS**

Owner shall not accept a bid from a bidder who is ineligible to bid or work on, or be awarded, a public works project pursuant to California Labor Code § 1777.1 or 1777.7. Bidders and Contractor who is awarded the project contract shall not utilize, or allow work by, any subcontractor who is ineligible to bid or work on, or be awarded, a public works project pursuant to California Labor Code § 1777.1 or 1777.7. (See California Public Contract Code § 6109.) The California Division of Labor Standards Enforcement publishes a list of debarred contractors and subcontractors on the Internet at [www.dir.ca.gov/DLSE/debar.html](http://www.dir.ca.gov/DLSE/debar.html).

**Contractors and Subcontractors who are not registered with the California Department of Industrial Relations Public Works Contractor Database, pursuant to Labor Code § 1725.5, shall be considered ineligible.**

**SECTION 3. CONTRACT FORMS**

[The remainder of this page is intentionally left blank.]

### 3.1 CONTRACT AGREEMENT

THIS AGREEMENT, dated the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, in the County of El Dorado, State of California, is made by and between the \_\_\_\_\_ ("OWNER"), and \_\_\_\_\_ ("CONTRACTOR").

1. Contract Documents: The complete contract ("CONTRACT") includes all of the CONTRACT DOCUMENTS, including this Agreement, the Invitation to Bid, Bid Form/Proposal, Bid Schedules, Bid Bond, Designation of Subcontractors, Experience Qualifications, Non-collusion Declaration, Non-discrimination Certification, Non-segregation Certification, Instructions to Bidders, Performance Bond, Payment Bond, Contractor's Certificate of Workers' Compensation, Insurance Certificates, Abbreviations and Definitions, General Conditions, Plans, Drawings, Specifications, Scope of Work, Addenda and Change Orders, all documents contained in the Project Manual and all modifications and amendments to the above. The Contract Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. The Work: Contractor shall perform everything required to be performed within the time set forth in Paragraph 5 of this Agreement, and shall provide and furnish all the labor, materials, necessary tools, expendable equipment, and all utility and transportation services as described in the Contract and required for construction of:

PROJECT LOCATION: El Dorado County, California;

PROJECT NAME: **Grizzly Flats CSD Reservoir Liner Repair Project**, ("PROJECT" or "WORK"), as set forth more fully in the Construction Documents, Scope of Work, Plans, Drawings, Specifications and Project Manual.

All of the Work to be performed and materials to be furnished shall be completed in a good workmanlike manner in strict accordance with the Drawings, Specifications, Scope of Work, and all other provisions of the Contract Documents. Contractor shall not be excused with respect to any failure to so comply with the Contract by any act or omission of Owner, Owner's consultant, agent, inspector, or representative of any of them.

The Project shall be furnished, performed and completed as required in the Drawings, Specifications, Scope of Work, and all other Contract Documents under the direction and supervision of and subject to the approval of Owner. Owner shall have the right to accept or reject materials or workmanship and to determine when Contractor has complied with the conditions of the Contract. The Building Inspector employed by Owner shall represent Owner.

3. Contract Amount: Owner shall pay to Contractor, as full consideration for the faithful performance of the contract, subject to any additions or deductions as provided in the Contract Documents, the sum of \_\_\_\_\_.
4. Payments: The price to be paid to Contractor under this Agreement shall be paid in legally executed and regularly issued warrants of Owner drawn on the appropriate fund or funds as required by law. Payments shall be made pursuant to the Schedule attached hereto as Exhibit "A." Payments shall be made for the portions of the Project as construction of the Project is completed, but the payment of progress payments by Owner shall not be construed as acceptance of the work done up to the time of such payments. All payments shall be subject to the final bid price set forth in the Cost Schedule.
5. Time for Completion: The Project shall be commenced within five (5) days of issuance by Owner of the Notice to Proceed and shall be completed within **70 calendar (70) days** from the date of the Notice to Proceed.
6. Liquidated Damages: If the Work is not completed in accordance with Paragraph 5 above, the parties agree that Owner will suffer damage. It being impractical and infeasible to determine the amount of actual damage, Contractor (or Surety) shall pay to Owner as fixed and liquidated damages, and not as a penalty, the sum of **\$500.00** for each calendar day of delay until the Project is completed and accepted. This amount may be deducted from any payments due to or to become due to Contractor.
7. Interpretation of Contract Documents: Should any question arise concerning the intent or meaning of drawings or specifications, such question shall be submitted to Owner and its interpretation shall be final.
8. Extra or Additional Work and Changes: Should Owner at any time during the progress of the work request any alterations, deviations, additions, or omissions from the Contract specification or plans, it shall be at liberty to do so and the same shall in no way affect or make void the Contract, but the fair and reasonable value of such alterations, deviations, additions, or omissions will be added to or deducted from the amount of said Contract price as the case may be.

All change orders shall be signed by Owner. The value of any such extra work or changes shall be determined in one or more of the following ways:

- a) By estimate and acceptance in a lump sum.
- b) By unit prices named in the contract or subsequently agreed upon.
- c) By cost and percentage or by cost and fixed fee.

9. Prosecution of Work: If, in the opinion of Owner, Contractor neglects to prosecute the work properly or fails to perform any provisions of the Contract, Owner, after ten (10) days written notice to Contractor may, without prejudice to any other remedy it may have, remedy any such deficiencies and may deduct the cost therefor from any payment then or thereafter due Contractor, provided that the parties have used proper documentation and negotiations for a fair and equitable resolution.

10. Assignment of the Contract: Assignment of the Contract or any part thereof shall be prohibited without the prior written consent of Owner.

11. Indemnification: With the exception that this section shall in no event be construed to require indemnification by Contractor to a greater extent than permitted by law and in conjunction with section 5.53 of the General Conditions, Contractor shall defend, indemnify and save harmless Owner, including its officers, directors, agents, and employees, and each of them ("Indemnitees"), from any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys' fees, losses or liabilities, in law or in equity, of every kind and nature whatsoever for claims arising out of or in connection with Contractor's performance of this contract.

A. Bodily injury including, but not limited to, bodily injury, sickness or disease, emotional injury or death to persons, including, but not limited to, the public, any employees or agents of Contractor, Owner, or any other Contractor and;

B. Damage to property of anyone including loss of use thereof; caused or alleged to be caused in whole or in part by any negligent or otherwise legally actionable act or omission of Contractor or anyone directly or indirectly employed by Contractor or anyone for whose acts Contractor may be liable.

Except as otherwise provided by law, the indemnification provisions above shall apply regardless of the existence of fault or degree of fault of Indemnitees. Contractor, however, shall not be obligated to indemnify Indemnitees for Claims arising from conduct delineated in Civil Code § 2782.

Contractor's obligation to defend and indemnify shall not be excused because of Contractor's inability to evaluate liability or because Contractor evaluates liability and determines that Contractor is not liable to the claimant. Contractor shall respond within 30 days to the tender of any claim for defense and indemnity by the State, unless this time has been extended by the State. If Contractor fails to accept or reject a tender of defense and indemnity within 30 days, in addition to any other remedy authorized by law, so much of the money due Contractor under and by virtue of the contract as shall reasonably be considered necessary by Owner, may be retained by Owner until disposition has been made of the claim or suit for damages, or until Contractor accepts or rejects the tender of defense, whichever occurs first.



With respect to third party claims against Contractor, Contractor waives any and all rights of any type to express or implied indemnity against Owner, its officers, employees, or agents (excluding agents who are design professionals).

12. Insurance: Prior to commencing the Work, Contractor shall obtain and maintain during the life of this contract, and shall require all Subcontractors, if any, whether primary or secondary, to take out and maintain insurance coverage as required by Section 1.52 of the General Conditions.
13. Bonds: Three (3) executed copies of this Agreement, Insurance Certificates, the Performance Bond, and the Payment Bond shall be provided by Contractor. Only bonds executed by admitted Surety insurers as defined in Code of Civil Procedure § 995.120 shall be accepted. Surety must be a California-admitted surety and listed by the U.S. Treasury with a bonding capacity in excess of the Project cost.
14. Clauses Included: Each and every provision of law and clause required by law to be inserted in this Contract shall be deemed to be inserted herein and the Contract shall be read and enforced as though it were included.
15. Eligible Contractors: Contractor acknowledges that, pursuant to Public Contract Code § 6101, no public works or purchase contract shall be awarded to a Contractor, nor shall a Contractor be eligible to receive a public works or purchase contract, who has, in the preceding five years, been convicted of violating a state or federal law respecting the employment of undocumented aliens. Contractor acknowledges that pursuant to Public Contract Code § 6101 no public works or purchase contract shall be awarded to a Contractor, nor shall a Contractor be eligible to receive a public works or purchase contract who has been found to have violated with intent to defraud a public agency while performing a public works project.

Contractor further acknowledges that, pursuant to Labor Code § 6109, Contractor is prohibited from performing work on a public works project with a subcontractor who is ineligible to perform work on the public works project pursuant to Labor Code § 1777.1 or § 1777.7. The Labor Commissioner publishes a list of ineligible contractors and subcontractors and distributes the list to awarding bodies under Labor Code § 1777.1.

16. Family Support Enforcement: Contractor acknowledges that pursuant to Public Contract Code § 7110 it shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to disclosure of information and compliance with earnings assignment orders, as provided in Family Code Division 9, Part 5, Chapter 8 (commencing with § 5200). Contracts in excess of one hundred thousand dollars (\$100,000.00) require an acknowledgement by Contractor of the policy set forth in Public Contract Code § 7110 and Contractor further acknowledges that it is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the Employment Development Department.

17. Performance During Working Hours: Work shall be performed during regular working hours except that in the event of an emergency or when required to complete the Work in accordance with job progress, work may be performed outside of regular working hours with the advance written consent of Owner.

18. Labor Code Application: As provided in Labor Code §§ 1810 et seq., eight (8) hours of labor shall constitute a legal day's work. The time of service of any worker employed at any time by Contractor or by any Subcontractor on any subcontract under this Contract, upon the work or upon any part of the work contemplated by this Contract, is limited and restricted to eight (8) hours during any one calendar day and forty (40) hours during any one calendar week, except as hereinafter provided. Notwithstanding the provision hereinabove set forth, work performed by employees of Contractors in excess of eight (8) hours per day and forty (40) hours during any one week shall be permitted upon this public work provided that compensation for all hours worked in excess of eight (8) hours per day shall be compensated at not less than one and one-half (1½) times the basic rate of pay.

Contractor shall pay to Owner a penalty of Twenty-five Dollars (\$25.00) for each worker employed in the execution of this Contract by Contractor, or by any Subcontractor, for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any calendar day and forty (40) hours in any one (1) calendar week, in violation of the provisions of Labor Code Division 2, Part 7, Chapter 1, Article 3 (commencing at § 1810), unless compensation for the workers so employed by Contractor is not less than one and one-half (1½) times the basic rate of pay for all hours worked in excess of eight (8) hours per day.

19. Prevailing Wage Rates: Pursuant to the provisions of Labor Code §§ 1770 et seq., Contractor shall pay the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work in the locality in which this public work is to be performed for each craft, classification, or type of worker needed for this Project. The prevailing wage rates are available from the Director of the Department of Industrial Relations ("Director"). Contractor shall post a copy of such wage rates at the work site. Holiday and overtime work, when permitted by law, shall be paid for at the rate of at least one and one-half (1½) times the above specified rate of *per diem* wages, unless otherwise specified.

20. Forfeiture and Payments for Breach of Prevailing Wage Rates: In the event of a breach of prevailing wage, as a penalty to Owner pursuant to Labor Code § 1775, Contractor shall forfeit Fifty Dollars (\$50.00) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of *per diem* wages, determined by the Director, for such craft or classification in which such worker is employed for any public work done under the Agreement by Contractor or by any Subcontractor under it. The amount of the penalty shall be determined by the Labor Commission and shall be based on consideration of Contractor's mistake, inadvertence, or neglect in failing to

pay the correct prevailing rate of *per diem* wage, the previous record of Contractor in meeting its prevailing rate of *per diem* wage obligations, or Contractor's willful failure to pay the correct prevailing rate of *per diem* wages. A mistake, inadvertence, or neglect in failing to pay the correct prevailing rate of *per diem* wage is not excusable if Contractor had knowledge of it or the obligations under this part. The difference between such prevailing rate of *per diem* wage and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing rate of *per diem* wage shall be paid to each worker by Contractor. *Per diem* wages are deemed to include those benefits set forth in Labor Code § 1773.1.

21. Contractor to Comply with Labor Code § 1777.5 et seq.: It shall be Contractor's responsibility to know and abide by the requirements of Labor Code §§ 1777.5 et seq. which include, but are not limited to, the requirement to hire apprentices on a public works project.

22. Contractor to Comply with Labor Code § 1776: It shall be Contractor's responsibility to know and abide by the requirements of Labor Code § 1776, which include, but are not limited to, the requirement to keep accurate payroll records that shall be available for inspection. In order to comply with Labor Code § 1776, the records must include: names, addresses, Social Security numbers, work classifications, straight time, overtime, and any per diem. In addition, the records must be verified by a declaration under penalty of perjury that the records are true and correct, and that the employer has complied with Labor Code §§ 1771, 1811 and 1815.

23. Non-discrimination. During the performance of this contract, Contractor and its subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age (over 40) or gender.

Contractor and subcontractors hereby agree to ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination. Contractors and subcontractors agree to comply with the provisions of the Fair Employment and Housing Act (Government Code § 12900 et seq.) and the applicable regulations promulgated under California Administrative Code, Title 2, § 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code § 12900, set forth in California Administrative Code, Title 2, Division 4, Chapter 5 are incorporated into this contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractors agree to give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

24. Contractor shall include the nondiscrimination and compliance provisions of this section in all subcontracts to perform work under the contract.

25. **THE COMPLETE CONTRACT AS SET FORTH IN PARAGRAPH 1 OF THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT OF THE PARTIES. NO**

**OTHER AGREEMENTS, ORAL OR WRITTEN, PERTAINING TO THE WORK TO BE PERFORMED UNDER THIS CONTRACT, EXISTS BETWEEN THE PARTIES. THIS CONTRACT CAN BE MODIFIED ONLY BY AN EXECUTED WRITTEN AGREEMENT APPROVED BY THE GOVERNING BOARD.**

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

OWNER

CONTRACTOR

By \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_  
(Signature of OWNER representative)

\_\_\_\_\_  
(Signature of CONTRACTOR)

CONTRACTOR's License No. \_\_\_\_\_

(CORPORATE SEAL of CONTRACTOR)

**CONTRACT AGREEMENT**

**EXHIBIT "A"**

**SCHEDULE OF PAYMENTS**

Owner shall make Payments for the Project Work in conformance with and subject to the terms and conditions for payments as set forth below and in the Construction Agreement, if applicable.

\_\_\_\_\_ % due \_\_\_\_\_

\_\_\_\_\_ % due \_\_\_\_\_

\_\_\_\_\_ % due \_\_\_\_\_

\_\_\_\_\_ % due \_\_\_\_\_

\_\_\_\_\_ % due \_\_\_\_\_

\_\_\_\_\_ % due 60 days after Owner's acceptance and approval of final Project.

Note: Owner shall withhold at least 5% of total labor and materials until final completion and acceptance of the Project. On the expiration of sixty (60) days after the recordation of the Notice of Completion all monies due and payable to Contractor shall be paid, subject to the provisions of Section 5.62 herein.

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**3.2 FAITHFUL PERFORMANCE BOND**

WHEREAS, the \_\_\_\_\_ ("Owner") has on \_\_\_\_\_, 20\_\_\_\_  
awarded to \_\_\_\_\_ hereinafter designated as the "Contractor", a  
contract for the construction of the

\_\_\_\_\_ **PROJECT.**

NOW, THEREFORE, WE, Contractor, and  
\_\_\_\_\_ as Surety, are held and firmly bound  
unto Owner, in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_),  
which is equivalent to 100% of the contract amount, lawful money of the United States,  
for the payment of which sum well and truly to be made, we bind ourselves, our heirs,  
executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden  
Contractor, its heirs, executors, administrators, successors, or assigns, shall in all things  
stand to abide by, and well and truly keep and faithfully perform the covenants,  
conditions, and agreements in the said contract and any alterations made as therein  
provided, on its part, to be kept and performed at the time and in the manner therein  
specified, and in all respects according to their true intent and meaning and shall  
indemnify and save harmless, Owner, its officers and agents as therein stipulated, then  
this obligation shall become null and void; otherwise it shall be and remain in full force  
and virtue and Principal and Surety; in the event suit is brought on this bond, will pay  
to Owner such reasonable attorney's fees as shall be fixed by the court.

As a condition precedent to the satisfactory completion of the said contract, the  
above obligation in said amount shall hold good for a period of one (1) year after the  
completion and acceptance of the said work, during which time if the above bounded  
Contractor, its heirs, executors, administrators, successors or assigns shall fail to make  
full, complete, and satisfactory repair and replacements or totally protect Owner from  
loss or damage made evident during said period of one year from the date of  
acceptance of said work, and resulting from or caused by defective materials or faulty  
workmanship in the prosecution of the work done, the above obligation in the said sum  
shall remain in full force and effect. However, anything in this paragraph to the  
contrary notwithstanding, the obligation of the Surety hereunder shall continue so long  
as any obligation of Contractor remains.

And the said Surety, for value received, hereby stipulates and agrees that no  
change, extension of time, alteration, or addition to the terms of the contract or to the  
work to be performed thereunder or the specifications accompanying the same shall, in  
any way, affect its obligations on this bond, and it does hereby waive notice of any such  
change, extension of time, alteration, or addition to the terms of the contract or to the

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work or to the specifications. Said Surety hereby waives the provisions of §§ 2819 and 2845 of the Civil Code of the State of California.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

(SEAL)

\_\_\_\_\_

Contractor

\_\_\_\_\_

Signature for Contractor

\_\_\_\_\_

Title of Signator

(SEAL)

\_\_\_\_\_

Surety

\_\_\_\_\_

Signature for Surety

\_\_\_\_\_

Title of Signator

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3.3 PAYMENT BOND

WHEREAS, the \_\_\_\_\_ ("Owner") has on \_\_\_\_\_, 20\_\_\_\_, awarded to \_\_\_\_\_ hereinafter designated as the "Contractor", a contract for the construction of the

\_\_\_\_\_ PROJECT.

WHEREAS, said Contractor is required to furnish a bond in connection with said contract, providing that if said Contractor, or any of its subcontractors, shall fail to pay for any materials, provisions, or other supplies used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, the Surety of this bond will pay the same to the extent hereinafter set forth:

NOW, THEREFORE, WE the undersigned Contractor as Principal and \_\_\_\_\_, as Surety, are held and firmly bound unto Owner, in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), which is the equivalent of 100% of contract amount, lawful money of the United States, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if said Contractor, its heirs, executors or administrators, successors or assigns, shall fail to pay for any materials, provisions, or other supplies used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor thereon of any kind or for amount due under the Unemployment Insurance Act with respect to such labor, or of the Revenue and Taxation Code of the State of California with respect to such work or labor, as required by the provisions of Chapter III, Division V, Title I, of the Government Code of the State of California, and provided that the persons, companies, or corporations so furnishing said materials, provisions, or other supplies, appliances, or power used, in, upon, for, or about the performance of the work contracted to be executed or performed, or any person who performs work or labor upon same, or any person who supplies both work and materials thereto, shall have complied with the provisions of said Government Code, then said Surety will pay the same in or to an amount not exceeding the amount herein above set forth, and also will pay in case suit is brought upon this bond, such reasonable attorney's fee to Owner as shall be fixed by the court.

This bond shall insure to the benefit of any and all persons, companies, and corporations entitled to file claims under said Government Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

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And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration, or addition of the terms of the contract or to the work to be performed thereunder or the specifications accompanying the same shall in any way affect its obligations of this bond, and it does hereby waive notice of any change, extension of time, alteration, or addition to the terms of the contract or to the work or to the specifications. Said Surety hereby waives the provisions of §§ 2819 and 2845 of the Civil Code of the State of California.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their seals this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

(SEAL)

\_\_\_\_\_

Contractor as Principal

\_\_\_\_\_

Signature for Principal

\_\_\_\_\_

Title of Signator

(SEAL)

\_\_\_\_\_

Surety

\_\_\_\_\_

Signature for Surety

\_\_\_\_\_

Title of Signator

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**3.4 CONTRACTOR'S CERTIFICATE REGARDING WORKER'S COMPENSATION**

To: \_\_\_\_\_

THE UNDERSIGNED STATES AND DECLARES THAT:

We are aware of the provisions of § 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and we will comply with such provisions before commencing the performance of the work of this contract.

CONTRACTOR

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(State of Incorporation, if Corp.)

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

\_\_\_\_\_  
(Name)

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

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

Phone Number:  
\_\_\_\_\_

*PKSS*

**3.5 NOTICE OF AWARD**

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Project Description:** \_\_\_\_\_ **PROJECT**

The \_\_\_\_\_ ("Owner") has considered the Bid Proposal submitted by you for the above described project dated \_\_\_\_\_.

You are hereby notified that your Bid Proposal has been accepted for items in the amount of \$ \_\_\_\_\_.

You are required by the Information for Bidders to execute the Agreement and furnish the required Faithful Performance Bond, Payment Bond and certificates of insurance within fifteen (15) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said bonds within fifteen (15) days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of Owner's acceptance of your Bid as abandoned. Owner will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to Owner.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

[OWNER]

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

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

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ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by

\_\_\_\_\_

this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

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

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3.6 NOTICE TO PROCEED

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

PROJECT: \_\_\_\_\_ PROJECT

In accordance with the Agreement dated \_\_\_\_\_, 20\_\_\_\_, you are hereby notified to commence work within five (5) days and you are to complete the work within \_\_\_\_\_ (\_\_\_\_) consecutive calendar days thereafter. The date of completion of all work is therefore \_\_\_\_\_ 20\_\_.

[OWNER]

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

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

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED is hereby acknowledged by

\_\_\_\_\_  
this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

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

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

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## SECTION 4. ABBREVIATIONS, ACRONYMS AND DEFINITIONS

### 4.1 ABBREVIATIONS and ACRONYMS

**4.1.1 Industry Organizations:** Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States."

### 4.2 DEFINITIONS

For purposes of the Contract Documents, these words and phrases shall be defined as follows:

**4.2.1 Acceptance** means the formal written acceptance by Owner of the entire Contract which has been completed in all respects, in accordance with the Specifications and any approved modifications.

**4.2.2 Owner's Engineer** means Owner's Engineer or engineer retained by Owner, or the person designated by Owner as its engineering representative during the course of construction, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties delegated to them.

**4.2.3 Owner** means **Grizzly Flats Community Services District**.

**4.2.4** Omitted.

**4.2.5 Bid** means the offer of the bidder for the work when made out and submitted on the prescribed bid form, properly completed, signed and guaranteed.

**4.2.6 Bid Bond** means the cash, cashier's check, certified check, or bidder's bond accompanying the bid submitted by the bidder, as a guarantee that the bidder will enter into a Contract with Owner for the performance of work herein described.

**4.2.7 Bidder** means any individual, firm, partnership or corporation submitting a bid for the work contemplated, and acting directly or through a duly authorized representative.

**4.2.8 Board of Directors or Board** means the Board of Directors of Owner.

**4.2.9 City or Town** means the city or town of \_\_\_\_\_.

**4.2.10 Contract** means the written agreement covering the performance of the work and the furnishing of labor, materials, tools and equipment in the construction of the work. The Contract shall include all Contract Documents.

**4.2.11 Contract Documents** means any or all of the documents contained in the Project Manual, the Contract Agreement, the Plans and Specifications and all supplemental agreements amending or extending the work, which may be required to complete the work in a substantial and acceptable manner. Supplemental agreements are written agreements covering alterations, amendments or extensions to the Contract Documents, and include without limitation Addenda and Contract Change Orders.

**4.2.12 Contractor** means the person or persons, firm, partnership or corporation or other entity that has entered into the Contract with Owner to perform the work.

**4.2.13 County** means County of \_\_\_\_\_, California.

**4.2.14 Date of the Contract** means the date on which the Contract is signed by Owner's authorized representative.

**4.2.15 Datum** means the figures given in the Specifications or upon the Drawings after the word "Elevation" or an abbreviation of it.

**4.2.16 Days** mean calendar days unless otherwise designated.

**4.2.17** Omitted.

**4.2.18** He shall include "she" and "it" and his shall include "her" and "its."

**4.2.19 Or Equal** shall be understood to indicate that the "equal" product be the same or better than the product named, in function, performance, reliability, quality, and general configuration. Determination of equality in reference to the project design requirements will be made by Owner's Engineer.

**4.2.20 Plans or Drawings** refers to the official plans, drawings, profiles, cross sections, elevations, details, and other working drawings and supplementary drawings, or reproductions thereof, signed by Owner's Engineer, which show the location, character, dimensions, and details of the work to be performed. Plans may either be bound in the same book as the balance of the Contract Documents or bound in separate sets, and are a part of the Contract Documents, regardless of the method of binding.

**4.2.21 Project** means the \_\_\_\_\_ Project.

**4.2.22 Specifications** means the terms, provisions, and requirements contained herein and identified in the Project Manual, Volumes I and II, and is synonymous with "Technical Specifications." Where standard specifications, such as those of "ASTM", "AASHTO", etc. have been referred to, the applicable portions of such standard specifications shall become a part of these Contract Documents.

**4.2.23 State** means State of California.

**4.2.24 State Standard Specifications** mean the edition in effect as of the Date of Execution of the Contract of the Standard Specifications issued by the State of California Business and Transportation Agency, Department of Transportation, unless a specific edition is referenced.

**4.2.25 Subcontractor** means only those persons, firms or entities having a direct contract with Contractor, and it includes one who furnishes material worked to a special design according to the Plans or Specifications, but does not include one who merely furnishes material not so worked and would be considered a supplier only.

**4.2.26 Time Limits** mean all time limits stated in the Contract Documents, and all time limits are of the essence of the Contract.

**4.2.27 Work** means all the work specified, indicated, shown or contemplated in the Contract Documents to construct the improvements, including all alterations, amendments or extensions thereto made by Contract Change Order or other written orders of Owner's Engineer.



## SECTION 5. GENERAL CONSTRUCTION PROVISIONS

### 5.1 INTENT OF CONSTRUCTION PROVISIONS

**5.1.1** The intent of the Construction Provisions is to prescribe the details for the construction and completion of the work which Contractor undertakes to perform pursuant to this Agreement ("Work"). Where the Specifications and Plans describe portions of the work in general terms, but not in complete detail, it is understood that only the best general practice is to prevail and that only materials and workmanship of the first quality are to be used. Unless otherwise specified, Contractor shall furnish all labor, materials, tools, equipment and incidentals and do all the work involved in completing the Project in a satisfactory and workmanlike manner.

**5.1.2** The technical specifications are presented in sections for convenience. However, this presentation does not necessarily delineate trades or limits of responsibility. All sections of the Specifications and Plans are interdependent and applicable to the project as a whole.

**5.1.3** The Construction Provisions are complementary, and what is called for in any one shall be as binding as if called for in all. In the event of a conflict of the provisions of the Specification Sections and these General Conditions, the Specification Sections shall control.

### 5.2 CONTRACTOR'S UNDERSTANDING

It is understood and agreed that Contractor has, by careful examination, satisfied itself as to the nature and location of the work, the conformation of the ground, the character, quality and quantity of the materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the work under this Agreement. No verbal agreement or conversation with any officer, agent or employee of Owner, either before or after the execution of this Agreement, shall affect or modify any of the terms or obligations herein contained.

### 5.3 CHANGES IN THE WORK

**5.3.1 General.** Owner may, at any time, by written order make changes in the work as deemed necessary by Owner.

**5.3.2 Minor Changes.** Owner shall have the authority to order minor changes in the work not involving any increase or decrease in Contractor's cost or time required for performance of the Work. Such minor changes shall be effected by written order of Owner and Contractor shall carry out such written orders promptly. If Contractor disagrees with Owner's determination that the minor change does not involve any increase or decrease in Contractor's cost or time required for performance of the Work, then Contractor may file and pursue a claim pursuant to section 5.4. The written claim must be submitted to Owner within \_\_\_\_ days after the date of Owner's written order.

### 5.3.3 Change Orders.

**5.3.3.1** Owner may, from time to time, issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the contract cost or the contract time.

**5.3.3.2 Owner-initiated Change Orders.** If any change in the work ordered by Owner causes an increase or decrease in Contractor's cost or time required for performance of the Work, an adjustment and modification of the payment will be made in the form of a Change Order issued by Owner which will set forth (a) a description of the changes, additions and/or deductions in the work to be done, (b) the increase or decrease in compensation due Contractor, if any, or the method by which the increase or decrease, if any, will be calculated, and (c) the adjustment in the time of completion of the work, if applicable. A Change Order may be issued to Contractor at any time.

**5.3.3.3 Contractor-initiated Change Orders.** If conditions require modifications to the Work, Contractor may initiate a claim by submitting a request for a change setting forth (a) a description of the changes, additions and/or deductions in the work to be done, (b) the increase or decrease in compensation due Contractor, if any, including costs of labor and supervision directly attributable to the change, quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made, applicable taxes, delivery charges, equipment rental, amounts of trade discounts or the method by which the increase or decrease, if any, will be calculated, and any other associated costs, and (c) the adjustment in the time of completion of the work, if applicable.

**5.3.4 Change Order-Cost Adjustment.** The compensation to be paid for any work addressed in a Change Order shall be determined in one or more of the following ways as shown in the Change Order:

**5.3.4.1** By unit prices;

**5.3.4.2** By an agreed-upon lump sum; or

**5.3.4.3** By the cost-plus basis determined pursuant to section 5.3.9.

**5.3.5 Cost Records.** Contractor shall keep full and complete records of the cost of any work addressed in a Change Order in the form and manner prescribed by Owner and shall permit Owner to have access to such records as may be necessary to assist in the determination of the compensation payable for such work.

**5.3.6 Cost Reduction for Deductive Change Order.** With respect to a Change Order involving the deletion or reduction of work, Owner shall determine the appropriate reduction in the payment due, based on the lump sum and/or per unit prices in the bid schedule for the items of work deleted or reduced by the Change Order. Contractor shall not be entitled to claim damages for anticipated profits on any portion of the work that may be deleted.

**5.3.7 Proposed Change Order.** Upon receipt of a Change Order signed by Owner, Contractor shall forthwith proceed with the ordered work, unless otherwise directed by Owner. If Contractor agrees with the terms and conditions of the Change Order, then it shall sign the Change Order.

**5.3.8 Contractor Protest Against Change Order.** Should Contractor disagree with any terms or conditions set forth in a proposed Change Order, it shall submit a written protest to Owner within 15 days after the receipt of the proposed Change Order. The protest shall state the points of disagreement, addressing, if applicable, the quantities and cost involved and the adjustment of time for completion.

**5.3.8.1** If a written protest is not timely submitted by Contractor, then the proposed Change Order, including all cost and time adjustment provisions, if any, that was submitted to Contractor shall be deemed final and acceptable to Contractor even if not signed by Contractor. Any payment under an unprotested Change Order's cost adjustment provisions shall constitute full compensation for all work included in or required by the Change Order.

**5.3.8.2** If Contractor timely protests a proposed Change Order, it shall nevertheless proceed with the ordered work pending resolution of the protest.

**5.3.8.3** If Contractor timely protests a proposed Change Order, Owner shall render in writing its determination of the protest. If Contractor disputes the determination, then Contractor may file and pursue a claim pursuant to section 5.4. The written claim must be submitted to Owner within 15 days after the date of Owner's written determination on the protest. If Contractor does not timely file a claim, then the proposed Change Order (as may have been revised by Owner's determination on the protest), including all cost and time adjustment provisions, if any, shall be deemed final and acceptable to Contractor even if not signed by Contractor. Any payment under such a Change Order's cost adjustment provisions shall constitute full compensation for all work included in or required by the Change Order.

**5.3.9 Cost-Plus Basis of Payment on Change Orders.** The following shall constitute the cost-plus basis of payment:

**5.3.9.1 Direct Labor Cost.** Charges for all of the labor furnished and used by Contractor shall be made for manual classifications up to and including general foreman. It will not include charges for assistant superintendents, superintendents, office personnel, timekeepers and maintenance mechanics. The time charged to work shall be subject to the daily approval of Owner and evidence of such daily approval shall be submitted with the billing. Labor rates used to calculate the costs shall be those basic wages including current employer contributions for fringe benefits and federal and state surcharges and including applicable subsistence and travel allowances, all as actually paid to workers under collective bargaining agreements or as a regular practice of the employer. No time or charges will be allowed except when the workers are actually engaged in the proper, efficient and diligent performance or completion of the work as authorized. Overtime shall not be worked without prior approval of Owner.

**5.3.9.2 Equipment Cost.** Charges for the rental and operation of the equipment furnished and used by Contractor shall be made for all prime construction and automotive equipment. It shall not include charges for listed equipment or major tools with a new cost of \$500 or less. Equipment time charges shall be subject to the daily approval of Owner and evidence of such daily approval shall be submitted with the billing. The equipment rental and operation rates used shall be those agreed upon by Owner and Contractor prior to commencement of the work and shall include an approved allowance for depreciation. Time and charges shall be allowed only when equipment is actually being used for the proper and efficient performance or completion of the work as authorized.

**5.3.9.3 Material Costs.** Charges for the cost of materials furnished by Contractor shall be made, provided such furnishing was specifically authorized in the work order and the actual use verified by Owner. Charges shall be net cost to Contractor delivered at the job, including all applicable sales taxes; and a vendor's invoice must accompany the billing along with verification of use of such materials by Owner.

**5.3.9.4 Tools, Supplies, Supervision, Overhead and Profit.** A charge for major tools, supplies, overhead, supervision and profit will be allowed in the amount of 15% of the total direct labor costs, equipment costs, and material costs, as defined above at sections 5.3.9.1 to 5.3.9.3.

**5.3.9.5 Work by Subcontractor.** When all or any part of the work is performed by any of Contractor's subcontractors, the markup percentage established in section 5.3.9.4 shall be applied to the subcontractor's actual cost of such work (determined as above at sections 5.3.9.1 to 5.3.9.3), to which a markup of 5% on the subcontracted portion of the extra work may be added by Contractor.

**5.3.10 Effect of Change on Bond Sureties.** The consent of Contractor's bond sureties shall not be required as to any change or extra work ordered by Owner and the liability of Contractor's bonds and sureties shall be increased or decreased accordingly without notice to the sureties.

**5.3.11 Right to Use Other Contractors.** Owner reserves the right to contract with any person or firm other than Contractor for any or all extra work.

**5.3.12 Increased Quantity of Project Items.** If the total pay quantity of any item of work required under the Agreement to be paid at a unit price exceeds by more than 25 percent the item as bid, then in the absence of an executed change order specifying the compensation to be paid, the work in excess of 125 percent of such estimate may, at Owner's discretion, be paid for by a cost-plus basis of payment as described at section 5.3.9, instead of at the unit price.

## **5.4 CONTRACTOR CLAIMS FOR EXTRA COSTS AND TIME EXTENSIONS**

**5.4.1 General.** The parties intend by this section that differences between the parties, arising under and by virtue of this Agreement, be brought to Owner's attention at the

earliest possible time in order that such matters may be settled or other appropriate action promptly taken.

**5.4.2 Waiver.** Contractor agrees that it shall not be entitled to any additional time to complete work or the payment of any additional compensation for any claim, cause, act, failure to act, or happening of any event, thing or occurrence, unless it shall have given Owner timely and due written notice of the claim pursuant to this section 5.4, provided, however, that compliance with this section shall not be a prerequisite as to matters within the scope of the protest provisions in section 5.3.8. Contractor shall not be entitled to any additional compensation for claimed extra work until and unless either a Change Order has been issued pursuant to section 5.3 or a claim has been timely filed and approved pursuant to this section 5.4. If Contractor fails to file a written claim within the claim deadline of section 5.4.5, then Contractor agrees that it shall have waived any right or remedy to thereafter pursue the claim against Owner in any administrative, arbitration or litigation proceeding.

**5.4.3 Definition.** A claim for purposes of this section 5.4 means a separate demand by Contractor for (a) a time extension, (b) payment of money or damages arising from work done by, or on behalf of, Contractor and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled to, or (c) an amount the payment of which is disputed by Owner.

**5.4.4 Informal Claims Resolution.** The parties shall strive to resolve all disputes amicably and in an informal manner. Any dispute resolved informally shall be documented by Owner and if the resolution involves a change in the project work, increase or decrease in the compensation due Contractor or adjustment in the time of completion of the work, then the dispute resolution shall be confirmed by a Change Order pursuant to section 5.3. Informal discussions or negotiations with Owner's representatives concerning informal resolution of a dispute shall not toll or suspend the claim filing deadlines provided below, except by Owner's written agreement.

**5.4.5 Deadlines for Filing of Claim.** Contractor may file a claim with Owner subject to the terms, conditions and deadlines of section 5.4. A claim must be submitted to Owner: (a) if a deadline is set forth in the Construction Provisions for filing of the particular claim, the claim must be filed by the specified time; (b) if the claim relates to extra, additional or unforeseen work for which Contractor intends to demand additional compensation or a time extension, notice shall be given to Owner prior to Contractor's commencement of performance of the work giving rise to the claim and Contractor shall not proceed with said work until so directed by Owner; and (c) for all other claims not included within subsections (a) and (b), the claim must be filed on or before 15 days after occurrence of the event giving rise to the claim. In no event shall claims be filed later than the date of final payment.

**5.4.6 Emergency Work.** In the event of an emergency endangering life or property, Contractor shall act as provided by section 5.54.7. After completion of the necessary emergency work Contractor shall present to Owner an accounting of labor, materials

and equipment in connection therewith. The procedure for any payment that may be due for emergency work will be as specified in section 5.3.

**5.4.7 Tort Claims.** The provisions of sections 5.4 to 5.6 apply only to contract claims. They do not apply to tort claims, and nothing in these sections is intended nor shall be construed to change the time periods for filing tort claims or actions specified by Government Code §§ 900 et seq. and 910 et seq.

**5.4.8 Required Contents of Claim.** The claim shall be in writing, shall set forth in detail the reasons Contractor believes additional compensation or a time extension will or may be due, the documents necessary to substantiate the claim, the nature of the costs involved, and, insofar as possible, the amount of the claim.

**5.4.9 Project Work Pending Claim Resolution.** Unless otherwise directed in writing by Owner, pending resolution of a claim under this section 5.4, Contractor shall continue to diligently prosecute the Project work in accordance with the Construction Provisions and the instructions of Owner.

**5.4.10 Processing of Claims by Owner.** Generally, except as otherwise specifically provided in the Construction Provisions, Owner will initially decide all claims of Contractor and all disputes arising under and by virtue of this Agreement. All such decisions of Owner shall be final unless disputed by Contractor in accordance with section 5.4.12 or section 5.6.2, as appropriate. If Contractor fails to dispute Owner's decision on the matter in accordance with section 5.4.12 or section 5.6.2, then Owner's decision shall be final, conclusive, and binding, and Contractor shall be deemed to have waived all its rights to further protest, judicial or otherwise. Any claim for a time extension or claim for money or damages of less than \$375,000 (i.e., any claim subject to Public Contract Code § 20104) shall be processed by Owner and resolved in accordance with sections 5.4.11 to 5.5. Any claim for money or damages of more than \$375,000 (i.e., any claim not subject to Public Contract Code § 20104) shall be processed by Owner and resolved in accordance with section 5.6.

**5.4.11 Owner Response to Claim.**

**5.4.11.1** For a claim for a time extension or claim for money or damages of less than \$50,000, Owner shall respond in writing to any written claim within 45 days of receipt of the claim by Owner, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim Owner may have against Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this section, upon mutual agreement of Owner and Contractor. Owner's written response to the claim, as further documented, shall be submitted to Contractor within 15 days after receipt of the further documentation or within a period of time no greater than that taken by Contractor in producing the additional information, whichever is greater.

**5.4.11.2** For claims of over \$50,000 and less than or equal to \$375,000, Owner shall respond in writing to all written claims within 60 days of receipt of the claim, or

may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim Owner may have against Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this section, upon mutual agreement of Owner and Contractor. Owner's written response to the claim, as further documented, shall be submitted to Contractor within 30 days after receipt of the further documentation, or within a period of time no greater than that taken by Contractor in producing the additional information or requested documentation, whichever is greater.

**5.4.12 Meet and Confer.** If Contractor disputes Owner's written response or Owner fails to respond within the time prescribed, Contractor may so notify Owner in writing, within 15 days of receipt of Owner's response or within 15 days of Owner's failure to respond within the time prescribed, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, Owner shall schedule a meet and confer settlement conference within 30 days.

**5.4.13 Government Code Claim.** Following the meet and confer conference, if the claim or any portion remains in dispute, Contractor may file a claim as provided in Government Code §§ 900 et seq. and 910 et seq. For purposes of those provisions, the running of the period of time within which a claim must be filed shall be tolled from the time Contractor submits a timely written claim pursuant to subsection 5.4.5 until the time that the claim is denied as a result of the meet and confer process, including any period of time utilized by the meet and confer process; provided that if Contractor fails to demand a meet and confer conference within the applicable 15 day period, then Contractor shall be deemed not to dispute Owner's written response to the claim and any tolling of the running of the period of time within which a Government Code claim must be filed (see Public Contract Code § 20104.2(e) shall cease upon expiration of the applicable 15 day period.

## 5.5 SPECIAL LITIGATION PROVISIONS

The following procedures shall apply to all civil actions filed to resolve claims subject to Public Contract Code § 20104 (i.e., any claim for a time extension or claim for money or damages of less than \$375,000).

**5.5.1 Mediation.** Within 60 days, but no earlier than 30 days, following the filing of responsive pleadings, the court shall submit the matter to non-binding mediation unless waived by mutual stipulation of both parties. The mediation process shall provide for the selection within 15 days by both parties of a disinterested third person as mediator, shall be commenced within 30 days of the submittal, and shall be concluded within 15 days from the commencement of the mediation unless a time requirement is extended upon a good cause showing to the court or by stipulation of both parties. If the parties fail to select a mediator within the 15-day period, any party may petition the court to appoint the mediator.

**5.5.2 Arbitration.**

**5.5.2.1** If the matter remains in dispute, the case shall be submitted to Judicial arbitration pursuant to Code of Civil Procedure Title 3, Part 3, Chapter 2.5 (commencing with § 1141.10), notwithstanding § 1141.11 of that code. The Civil Discovery Act of 1986 (Code of Civil Procedure title 3, part 4, chapter 3, article 3 (commencing with § 2016)) shall apply to any proceeding brought under this subdivision consistent with the rules pertaining to judicial arbitration.

**5.5.2.2** Notwithstanding any other provision of law, upon stipulation of the parties, arbitrators appointed for purposes of this article shall be experienced in construction law, and, upon stipulation of the parties, mediators and arbitrators shall be paid necessary and reasonable hourly rates of pay not to exceed their customary rate, and such fees and expenses shall be paid equally by the parties, except in the case of arbitration where the arbitrator, for good cause, determines a different division. In no event shall these fees or expenses be paid by state or county funds.

**5.5.2.3** In addition to Code of Civil Procedure Title 3, Part 3, Chapter 2.5 (commencing with § 1141.10), any party who, after receiving an arbitration award, requests a trial de novo but does not obtain a more favorable judgment shall, in addition to payment of costs and fees under that chapter, pay the attorney's fees of the other party arising out of the trial de novo.

**5.5.3 Witnesses.** The court may, upon request by any party, order any witnesses to participate in the mediation or arbitration process.

**5.5.4 Payment of Undisputed Claims.** Owner shall not fail to pay money as to any portion of a claim that is undisputed except as otherwise provided in the Construction Provisions.

**5.5.5 Interest.** In any suit filed under this section 5.5, Owner shall pay interest at the legal rate on any arbitration award or judgment. The interest shall begin to accrue on the date the suit is filed in a court of law.

## **5.6 LARGE CLAIM RESOLUTION**

For any claim for money or damages of more than \$375,000 (i.e., any claim not subject to California Public Contract Code § 20104), the following requirements apply:

**5.6.1 Owner Response to Claim.** Owner shall respond in writing to the written claim within 60 days of receipt of the claim, or may request, in writing, within 30 days of receipt of the claim, any additional documentation supporting the claim or relating to defenses to the claim that Owner may have against Contractor. If additional information is thereafter required, it shall be requested and provided pursuant to this section, upon mutual agreement of Owner and Contractor. Owner's written response to the claim, as further documented, shall be submitted to Contractor within 30 days after receipt of the further documentation.

**5.6.2 Meet and Confer.** If Contractor disputes Owner's written response, or Owner fails to respond within the time prescribed, Contractor may so notify Owner, in writing,



either within 15 days of receipt of Owner's response or within 15 days of Owner's failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, Owner shall schedule a meet and confer conference within 30 days for settlement of the dispute.

**5.6.3 Lawsuit on the Claim.** Following the meet and confer conference, if the claim or any portion remains in dispute, Contractor may, within six (6) months from the date of the last meet and confer conference, file a lawsuit on the claim. If Contractor fails to demand a meet and confer conference as described in section 5.6.2, Contractor may, within six (6) months from the date of Owner's written response, file a lawsuit on the claim. If Contractor fails to file a lawsuit within whichever six-month period is applicable, then Owner's written response to the claim shall be final, conclusive and binding on Contractor, and Contractor agrees that it thereafter shall be barred from filing a lawsuit on the claim.

## **5.7 GUARANTEE**

**5.7.1** In addition to warranties, representations and guarantees stated elsewhere in the Construction Provisions or implied-in-fact or in-law, Contractor unconditionally guarantees all materials and workmanship furnished hereunder, and agrees to repair or replace or both at its sole cost and expense, and to the satisfaction of Owner, any and all materials which may be defective or improperly installed.

**5.7.2** Contractor shall repair or replace to the satisfaction of Owner any or all such work that may prove defective in workmanship or materials, ordinary wear and tear excepted, together with any other work which may be damaged or displaced in so doing. Contractor shall leave the site of any such repair or replacement work in satisfactory working order and condition.

**5.7.3** In the event of failure to comply with the above stated conditions within a reasonable time, Owner is authorized to have the defect repaired and made good at the expense of Contractor who will pay the costs and charges therefor immediately upon demand, including any reasonable management and administrative costs, and engineering, legal and other consultant fees incurred to enforce this section.

**5.7.4** The signing of the Agreement by Contractor shall constitute execution of the above guarantees. Except as otherwise provided in this Agreement, the guarantees and warranties shall remain in effect for one year from the date of recording a notice of completion. This guarantee does not excuse Contractor from breaches of contract causing defects that occur or are discovered more than one year after the notice of completion. In addition, the warranty and guaranty period for repaired or replaced work or part shall be one year from the date of acceptance of said repaired or replaced work or part, but not less than the remaining warranty period of the original work.

## 5.8 AUTHORITY OF OWNER

**5.8.1** Owner has full authority to interpret the Construction Provisions, to conduct the construction review and inspection of Contractor's performance, and to decide questions which arise during the course of the work; and its decisions on these matters shall be final and conclusive. Owner has the authority to reject all work and materials that do not conform to the Construction Provisions, and has the authority to stop the work whenever such stoppage may be necessary to insure the proper execution of the Agreement.

**5.8.2** If at any time Contractor's work force, tools, plant or equipment appear to Owner to be insufficient or inappropriate to secure the required quality of work or the proper rate of progress, Owner may order Contractor to increase their efficiency, improve their character, to augment their number or to substitute other personnel, new tools, plant or equipment, as the case may be, and Contractor shall comply with such order. Neither the failure of Owner to demand such increase of efficiency, number, or improvement, nor the compliance by Contractor with the demand, shall relieve Contractor of its obligation to provide quality work at the rate of progress necessary to complete the work within the specified time.

**5.8.3** Owner shall have the authority to make minor changes in the work, not involving extra costs, and not inconsistent with the purposes of the work.

**5.8.4** Any order given by Owner, not otherwise required by the Contract Documents to be in writing shall, on request of Contractor, be given or confirmed by Owner in writing.

**5.8.5** Whenever work, methods of procedure, or any other matters are made subject to direction or approval, such direction or approval will be given by Owner.

## 5.9 DRAWINGS

**5.9.1** Owner will furnish Contractor, free of charge, copies of Contract Documents that are reasonably necessary for the execution of the work. Contractor shall have no claim for excusable delay on account of the failure of Owner to deliver such Drawings unless Owner shall have failed to deliver the same within two weeks after receipt of written demand therefor from Contractor. If Contractor, in the course of the work, finds any discrepancy between the Drawings and the physical condition of the locality, or any errors or omissions in the Drawings, or in the layout as given by points and instructions, it shall be its duty to inform Owner in writing, and Owner will promptly verify the same. Any work done after such discovery, until authorized, will be done at Contractor's risk. All Drawings, Specifications, and copies thereof furnished by Owner are the property of Owner and shall not be reused on other work and, with the exception of the signed sets for the implementation of this Agreement, are to be returned to it, on request, at the completion of the work. All models are the property of Owner.

**5.9.2** Contractor shall maintain at the site of work one record copy of the Drawings, in good order, and available to Owner. Contractor shall mark the Drawings to record all changes and corrections made during construction. Contractor shall make all corrections and changes on the Drawings as necessary to produce accurate and complete record Drawings showing the "as built" work. Marked Drawings shall be updated at least weekly. Contractor shall submit to Owner a final, complete and accurate set of record Drawings prior to or simultaneously with Contractor's request for final payment.

**5.9.3** The Drawings shall be supplemented by such shop drawings prepared by Contractor as are necessary to adequately control the work. Contractor shall not make any changes in any shop drawings after they have been reviewed by Owner.

**5.9.4** Shop drawings for any structure shall include, but not be limited to: stress sheets, anchor bolt layouts, shop details, and erection plans, which shall be reviewed and approved by Owner before any such work is performed.

**5.9.5** Shop drawings will be required for cribs, cofferdams, falsework, centering and form work and for other temporary work and methods of construction Contractor proposes to use. Such drawings shall be subject to the review and approval of Owner insofar as the details affect the character of the finished work, but details of design will be left to Contractor who shall be responsible for the successful construction of the work.

**5.9.6** Contractor agrees that shop drawings processed by Owner are not Change Orders, and that the purpose of shop drawings submitted by Contractor is to demonstrate to Owner that Contractor understands the design concept, and to demonstrate its understanding by indicating which equipment and material it intends to furnish and by detailing the fabrication methods it intends to use.

**5.9.7** It is expressly understood, however, that favorable review of Contractor's shop drawings shall not relieve Contractor of any responsibility for accuracy of dimensions and details, or for mutual agreements of dimensions and details. It is mutually agreed that Contractor shall be responsible for agreement and conformity of its shop drawings with the Specifications. Contractor further agrees that if deviations, discrepancies or conflicts between shop drawings and Specifications are discovered either prior to or after shop drawings are processed by Owner, the Specifications shall control and shall be followed.

**5.9.8** Unless otherwise stated, Owner shall have 30 days from the date of receipt of shop drawings for review.

**5.9.9** Full compensation for furnishing all shop drawings shall be considered as included in the prices paid for the items of work to which such drawings relate and no

additional compensation will be allowed therefore. Any cost related to Owner's review of any particular set of shop drawings more than twice, due to incompleteness or unacceptability, shall be borne by Contractor, and Owner reserves the right to withhold such costs from payments due Contractor.

#### **5.10 CONSTRUCTION STAKING AND SURVEYS**

**Contractor is responsible for surveying location of existing fence (prior to removal) and replacing fence in same location.**

#### **5.11 PERMITS AND REGULATIONS**

**5.11.1** Permits and licenses, of a temporary nature, necessary for the prosecution of the work shall be secured and paid for by Contractor. Permits, licenses and easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by Owner unless otherwise specified.

**5.11.2** Contractor shall give all notices and comply with all laws, ordinances, rules and regulations bearing on the conduct of the work as shown on the plans and described in the Specifications. Contractor shall promptly notify Owner in writing of any specification at variance therewith and any necessary changes shall be adjusted as provided in the Construction Provisions for changes in the work. If Contractor performs any work knowing it to be contrary to such laws, ordinances, rules, and regulations and without such notice to Owner, it shall bear all costs arising therefrom.

#### **5.12 CONFORMITY WITH CONSTRUCTION PROVISIONS**

Work and materials shall conform to the lines, grades, cross sections, dimensions and material requirements, including tolerances, shown on Construction Provisions. Although measurement, sampling, and testing may be considered evidence as to such conformity, Owner shall be the sole judge as to whether the work or materials deviate from the Specifications and plans, and its decision as to any allowable deviations therefrom shall be final and conclusive.

#### **5.13 COORDINATION AND INTERPRETATION OF CONSTRUCTION PROVISIONS**

**5.13.1** The Construction Provisions are complementary and a requirement occurring in one is as binding as though occurring in all.

**5.13.2** In the event of conflict between the Plans and the Specifications, the Specifications shall govern, except that, where items are shown on the Plans and are not specifically included in the Specifications, the Plans shall govern.

**5.13.3** Should it appear that the work to be done or any of the matters relative thereto are not sufficiently detailed or explained in the Specifications and Plans, Contractor shall apply to Owner for such further explanations as may be necessary and shall conform to them as part of the Agreement. In the event of any doubt or question arising

respecting the true meaning of the Specifications and Plans, reference shall be made to Owner, whose decision thereon shall be final and conclusive.

**5.13.4** In the event of any discrepancy between any Plans and the figures written thereon, the figures shall be taken as correct. Detailed drawings shall prevail over general drawings.

**5.13.5** Any reference made in the Specifications or on the Plans to any specification, standard, method, or publication of any scientific or technical society or other organization shall, in the absence of a specific designation to the contrary, be understood to refer to the Specification, standard, method, or publication in effect as of the date that the work is advertised for Bids.

## **5.14 SUBCONTRACTS**

**5.14.1** The attention of Contractor is directed to California Public Contract Code § 4100, et seq., regarding subcontracting and said provisions are by this reference incorporated herein and made a part hereof.

**5.14.2** Each subcontract shall contain a suitable provision for the suspension or termination thereof should the work be suspended or terminated or should the subcontractor neglect or fail to conform to every provision of the Construction Provisions insofar as such provisions are relevant. No subcontractor or supplier will be recognized as such, and all persons engaged in work will be considered as employees of Contractor, and Contractor will be held responsible for their work, which shall be subject to the provisions of the Construction Provisions. Contractor shall be fully responsible to Owner for the acts or omissions of its subcontractors and of the persons either directly or indirectly employed by them. Nothing contained in the Construction Provisions shall create any contractual relationship between any subcontractor and Owner. If a legal action, including arbitration or litigation, against Owner is initiated by a subcontractor or supplier, Contractor shall reimburse Owner for the amount of legal, engineering and all other expenses incurred by Owner in defending itself in said action.

**5.14.3** Owner reserves the right to approve all subcontractors. Such approval shall be a consideration to the awarding of the Contract and unless notification to the contrary is given to Contractor prior to the signing of this Agreement, the list of subcontractors that is submitted with its proposal will be deemed to be acceptable.

## **5.15 COOPERATION OF CONTRACTORS**

**5.15.1** Should construction be under way by other forces or by other contractors within or adjacent to the limits of the work specified or should work of any other nature be under way by other forces within or adjacent to said limits, Contractor shall cooperate with all such other contractors or other forces or agents of Owner to the end that any delay or hindrance to their work will be avoided. The right is reserved by Owner to perform other or additional work at or near the site (including material sources) at any time, by the use of other contractors, forces or agents. Other contractors or agents of

Owner will be involved in completing work in and around the Project and Contractor shall coordinate and work cooperatively with such other contractors or agents.

**5.15.2** When two or more contractors are employed on related or adjacent work, each shall conduct its operation in such a manner as not to cause any unnecessary delay or hindrance to the other. Each contractor shall be responsible to the other for all damage to work, to persons or property caused to the other by its operations, and for loss caused the other due to its unnecessary delays or failure to finish the work within the time specified for completion.

## **5.16 SUPERINTENDENCE**

**5.16.1** Contractor shall designate in writing before starting work an individual as authorized representative who shall have the authority to represent and act for Contractor. This authorized representative shall be present at the site of the work at all times while work is actually in progress. When work is not in progress and during periods when work is suspended, arrangements acceptable to Owner shall be made for any emergency work that may be required.

**5.16.2** Contractor is solely responsible, at all times, for the superintendence of the work and for its safety and progress.

**5.16.3** Whenever Contractor or its authorized representative is not present on any particular part of the work where it may be desired to give direction, orders will be given by Owner, which shall be received and obeyed by the superintendent or foreman who may have charge of the particular work in reference to which the orders are given.

**5.16.4** Any order given by Owner, not otherwise required by the Construction Provisions to be in writing, will on request of Contractor, be given or confirmed by Owner in writing.

## **5.17 INSPECTION OF WORK**

**5.17.1** Unless otherwise provided, all equipment, materials, and work shall be subject to inspection and testing by Owner. Owner will observe the progress and quality of the work and determine, in general, if the work is proceeding in accordance with the intent of the Construction Provisions. Owner shall not be required to make comprehensive or continuous inspections to check the quality of the work, nor shall it be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Visits and observations made by Owner shall not relieve Contractor of its obligation to conduct comprehensive inspections of the work and to furnish proper materials, labor, equipment and tools, and perform acceptable work, and to provide adequate safety precautions, in conformance with the intent of the Agreement.

**5.17.2** Whenever Contractor varies the period during which work is carried on each day, it shall give due notice to Owner so that proper inspection may be provided. Any work not so inspected shall be subject to rejection. Proper facilities for safe access for

inspection to all parts of the work shall at all times be maintained for the necessary use of Owner, and agents of the Federal, State, or local governments at all reasonable hours for inspection by such agencies to ascertain compliance with laws and regulations.

**5.17.3** One or more inspectors may be assigned to observe the work and to act in matters of construction under this Agreement. Inspectors shall have the power to issue instructions and make decisions within the limits of Owner's authority. Such inspection shall not relieve Contractor of its obligation to conduct comprehensive inspections of the work, to furnish proper materials, labor, equipment and tools, and perform acceptable work, and to provide adequate safety precautions in conformance with the intent of the Agreement.

**5.17.4** Owner and its representatives shall at all times have access to the work wherever it is in preparation or progress; and Contractor shall provide safe and convenient facilities for such access and for inspection. If the Specifications, Owner's instructions, laws, ordinances, or any public authority require any material, equipment or work to be specifically tested or approved, Contractor shall give Owner timely notice of its readiness for inspection, and if the inspection is by an authority other than Owner, of the time fixed for inspection. Inspections by Owner will be made promptly and, where practicable, at the source of supply.

**5.17.5** Work performed without inspection may be required to be removed and replaced under proper inspection and the entire cost of removal and replacing, including the cost of Owner-furnished materials used in the work, shall be borne by Contractor, regardless of whether or not the work is found to be defective. Examination of questioned work, other than that installed without inspection, may be ordered by Owner and, if so ordered, the work must be uncovered by Contractor. If such work is found to be in accordance with the Construction Provisions, Owner will pay the cost of examination and replacement. If such work is not in accordance with the Construction Provisions, Contractor shall pay such cost unless it can show that the defect in the work was caused by another contractor, and in that event Owner will pay such costs.

**5.17.6** The inspection of the work shall not relieve Contractor of its obligation to complete the Project as herein prescribed, or in any way alter the standard of performance provided by Contractor; and defective work shall be made good and unusable materials may be rejected, notwithstanding that such work and materials have been previously overlooked by Owner and accepted or estimated for payment. If the work or any part thereof shall be found defective, Contractor shall, within ten (10) calendar days, make good such defect in a manner satisfactory to Owner. If Contractor shall fail or neglect to make ordered repairs of defective work or to remove the condemned materials from the work within ten (10) calendar days after direction by Owner in writing, Owner may make the ordered repairs, or remove the condemned materials, and deduct the cost thereof from any monies due to Contractor.

**5.17.7** Contractor shall furnish promptly without additional charge all facilities, labor and materials reasonably needed by Owner for performing all inspection and tests.

Contractor shall be charged with any additional cost of inspection when material and workmanship are not ready at the time specified by Contractor for its inspection.

**5.17.8** Where any part of the work is being done under an encroachment permit or building permit, or is subject to Federal, State, County or City codes, laws, ordinances, rules or regulations, representatives of the government agency shall have full access to the work and shall be allowed to make any inspection or tests in accordance with such permits, codes, laws, ordinances, rules, or regulations. If advance notice of the readiness of the work for inspection by the governing agency is required, Contractor shall furnish such notice to the appropriate agency.

**5.17.9** Owner may inspect the production of material, or the manufacture of products at the source of supply. Plant inspection, however, will not be undertaken until Owner is assured of the cooperation and assistance of both Contractor and the material producer. Owner or its authorized representative shall have free entry at all times to such parts of the plant as concerns the manufacture or production of the materials. Adequate facilities shall be furnished free of charge to make the necessary inspection. Owner assumes no obligation to inspect materials at the source of supply.

## **5.18 TESTS**

Contractor shall perform at its expense all tests specified or required by the Specifications. Owner will perform such tests as it deems necessary to determine the quality of work or compliance with Construction Provisions. Contractor shall furnish promptly without additional charge all facilities, labor, and material reasonably required for performing safe and convenient tests as may be required by Owner. All tests by Owner will be performed in such a manner as will not unnecessarily delay the work. Contractor shall not be required to reimburse Owner for tests performed by Owner. If samples of materials are submitted which fail to pass the specified tests, Contractor shall pay for all subsequent tests.

## **5.19 REMOVAL OF REJECTED AND UNAUTHORIZED WORK AND MATERIALS**

**5.19.1** All work or materials which have been rejected shall be remedied, or removed and replaced by Contractor in an acceptable manner and no compensation will be allowed it for such removal, replacement, or remedial work.

**5.19.2** Any work done beyond the lines and grades shown on the Plans or established by Owner or any extra work done without written authority will be considered as unauthorized work and will not be paid for. Upon order of Owner, unauthorized work shall be remedied, removed, or replaced at Contractor's expense.

**5.19.3** Upon failure of Contractor to comply with any order of Owner made under this Section, Owner may cause rejected or unauthorized work to be remedied, removed, or replaced, and may deduct the costs therefor from any monies due or to become due Contractor.



## 5.20 DEDUCTIONS FOR UNCORRECTED WORK

If Owner deems it inexpedient to correct work damaged or not done in accordance with the Construction Provisions, an equitable deduction from the contract price shall be made therefor and such sum may be withheld by Owner from Contractor's payment.

## 5.21 EQUIPMENT AND PLANTS

5.21.1 Only equipment and plants suitable to produce the quality of work and materials required will be permitted to operate on the project.

5.21.2 Plants will be designed and constructed in accordance with general practice for such equipment and shall be of sufficient capacity to insure the production of sufficient material to carry the work to completion within the time limit.

5.21.3 Contractor shall provide adequate and suitable equipment and plants to meet the above requirements, and when ordered by Owner, shall remove unsuitable equipment from the work and discontinue the operation of unsatisfactory plants.

5.21.4 Contractor shall identify each piece of its equipment, other than hand tools, by means of an identifying number plainly stenciled or stamped on the equipment at a conspicuous location, and shall furnish to Owner a list giving the description of each piece of equipment and its identifying number. In addition, the make, model number and empty gross weight of each unit of compacting equipment shall be plainly stamped or stenciled in a conspicuous place on the unit. The gross weight shall be either the manufacturer's rated weight or the scale weight.

5.21.5 If this Agreement is terminated for any reason whatsoever before completion, Contractor shall promptly remove all of its equipment and supplies from Owner's property if notified to do so by Owner. If Contractor fails to do so, Owner shall have the right to remove such equipment and supplies at the expense of Contractor.

## 5.22 CHARACTER OF WORKER

If any subcontractor, or person employed by Contractor or any subcontractor shall be incompetent or act in a disorderly or improper manner, it shall be removed from the project work immediately, and such person shall not again be employed on the work. Such discharge shall not be the basis for any claim for compensation or damages against Owner, or any of its officers, directors, employees or agents.

## 5.23 SEPARATE CONTRACTS

5.23.1 Owner reserves the right to let other contracts in connection with this work. Contractor shall afford other contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work, and shall properly connect and coordinate its work with the other contractor's work.

**5.23.2** If any part of Contractor's work depends for proper execution or results upon the work of any other contractor, Contractor shall inspect and promptly report to Owner any defects in such work that render it unsuitable for such proper execution and results. Contractor's failure to inspect and report shall constitute an acceptance of the other contractor's work as fit and proper for the reception of Contractor's work, except as to defects that may develop in the other contractor's work after the execution of Contractor's work. To insure proper execution of its subsequent work, Contractor shall at once report to Owner any discrepancy between the executed work and the drawings.

## **5.24 MATERIALS**

**5.24.1** Unless otherwise specifically stated in the Specifications, Contractor shall furnish all materials necessary for the execution and completion of the work. Unless otherwise specified, all materials shall be new and shall be manufactured, handled, and installed in a workmanlike manner to insure completion of the work in accordance with the Construction Provisions. Contractor shall, upon request of Owner, furnish satisfactory evidence as to the kind and quality of materials.

**5.24.2** Where materials are to be furnished by Owner, the type, size, quantity and location at which they are available will be stated in the Construction Provisions.

**5.24.3** Manufacturers' and suppliers' warranties, guarantees, operating manuals, instruction sheets and parts listed that are furnished with materials incorporated in the work, shall be delivered to Owner before final acceptance of the Project.

## **5.25 STORAGE OF MATERIALS; STORAGE AREAS**

**5.25.1** Articles or materials to be used in the work shall be stored in such manner as to insure the preservation of their quality and fitness for the work, and to facilitate inspection.

**5.25.2** Plant facilities shall be installed on Owner's property or easements as shown on the Plans. Owner shall be specifically exempted in any agreement from any liability incurred from use of private property for construction purposes. Contractor shall make arrangements and pay for off-site property used for storage, offices, work assembly areas, etc. Contractor is solely responsible for storage of materials. No equipment to be incorporated in the project may be stored in an area subject to flooding.

## **5.26 TRADE NAMES AND ALTERNATIVES**

For convenience in designation in the Specifications and Plans, articles or materials to be used in the work may be designated under a trade name or the name of a manufacturer and its catalog information. The use of an alternative article or material that is of equal quality and of the required characteristics for the purpose intended may be used, subject to the following requirements:

**5.26.1** The burden of proof as to the quality and suitability of alternatives shall rest with Contractor, who shall furnish all information required by Owner. Owner shall be the

sole judge as to the quality and suitability of alternative articles or materials and its decision shall be final.

**5.26.2** Whenever any material, process, or article is specified by grade, patent or proprietary name, or manufacturer's name, such designation, unless otherwise stated, is used for facilitating the description of the material, process or article and shall be deemed to be followed by the words "or equal." Contractor may offer any material, process or article which shall in every respect be substantially equal to or better than that specified. Contractor has the burden of proof as to equality of any material, process, or article.

Contractor shall submit any request for substitution, together with any substantiating data, within (35) thirty-five days after the award of this contract. These provisions authorizing submission of "or equal" justification data shall not in any way authorize an extension of time for performance of this contract. In the event Contractor furnished material, processes, or articles that are more expensive than those specified, the difference in cost so furnished shall be borne by Contractor. Requests for substitution of products, materials or processes other than those specified must be accompanied by evidence whether or not the proposed substitution: (1) is equal in quality and serviceability to the specified item; (2) will not entail changes in detail and construction of related work; (3) will be acceptable in consideration of the required design and artistic effect; (4) will not provide a cost disadvantage to Owner. Contractor shall promptly provide, upon request, any other information that may be required of it to assist Owner in determining whether the proposed substitution is acceptable. The final decision shall be that of Owner. Owner's approval shall be in writing, shall follow the procedure for change orders, and shall be required for the use of a proposed substitute material. Owner may condition its approval of the substitution upon delivery to Owner of an extended warranty or other assurances of adequate performance of the substitution.

## **5.27 CERTIFICATES OF COMPLIANCE**

**5.27.1** A Certificate of Compliance shall be furnished prior to the use of any materials for which the Specifications require that such a certificate be furnished. In addition, when so authorized in the Specifications, Owner may permit the use of certain materials or assemblies prior to sampling and testing if accompanied by a Certificate of Compliance. The Certificate shall be signed by the manufacturer of the material or the manufacturer of assembled materials and shall state that the materials involved comply in all respects with the requirements of the Agreement. A Certificate of Compliance shall be furnished with each lot of material delivered to the work and the lot so certified shall be clearly identified in the Certificate.

**5.27.2** All materials used on the basis of a Certificate of Compliance may be sampled and tested at any time. The fact that material is used on the basis of a Certificate of Compliance shall not relieve Contractor of responsibility for incorporating material in

the work which conforms to the requirements of the Construction Provisions and any such material not conforming to such requirements will be subject to rejection whether in place or not.

**5.27.3** Owner reserves the right to refuse to permit the use of material on the basis of a Certificate of Compliance.

**5.27.4** The form of the Certificate of Compliance and its disposition shall be as directed by Owner.

## **5.28 ASSIGNMENT OF CONTRACT**

Contractor shall not assign the contract or sublet it as a whole or in part without the prior written consent of Owner, nor shall Contractor assign any monies due, or to become due to it hereafter, without the prior written consent of Owner.

## **5.29 USE OF COMPLETED PORTIONS, RIGHT TO OPERATE UNSATISFACTORY EQUIPMENT OR FACILITIES**

**5.29.1** Owner may, at any time, and from time to time, during the performance of the work, enter the work site for the purpose of installing any necessary work by Owner labor or other contracts, and for any other purpose in connection with the installation of facilities. In doing so, Owner shall endeavor not to interfere with Contractor and Contractor shall not interfere with other work being done by or on behalf of Owner.

**5.29.2** If, prior to completion and final acceptance of all the work, Owner takes possession of any structure or facility (whether completed or otherwise) comprising a portion of the work with the intent to retain possession thereof (as distinguished from temporary possession contemplating the return to Contractor), then, while Owner is in possession of the same, Contractor shall be relieved of liability for loss or damage to such structure other than that resulting from Contractor's fault or negligence. Such taking of possession by Owner shall not relieve Contractor from any provisions of this Agreement respecting such structure, other than to the extent specified in the preceding sentence, nor constitute a final acceptance of such structure or facility.

**5.29.3** If, following installation of any equipment or facilities furnished by the Contractor, defects requiring correction by Contractor are found, Owner shall have the right to operate such unsatisfactory equipment or facilities and make reasonable use thereof until the equipment or facilities can be shut down for correction of defects without injury to Owner.

## **5.30 LANDS FOR WORK, RIGHT-OF-WAY CONSTRUCTION ROADS, TEMPORARY UTILITY SERVICES**

**5.30.1** Owner will provide the lands, easements, rights-of-way, and/or encroachment permits necessary or other rights to enter and work on lands necessary for the performance of the work. Other permits and licenses are addressed by section 5.11. Should Contractor find it advantageous to use any additional land for any purpose

whatever, Contractor shall provide for the use of such land at its expense. Contractor shall provide Owner with a copy of written agreements or otherwise notify Owner in writing of additional working space which is acquired. Nothing herein contained and nothing marked on the Plans shall be interpreted as giving Contractor exclusive occupancy of the territory provided by Owner.

When two or more contracts are being executed at one time on the same or adjacent land in such a manner that work on one contract may interfere with that on another, Owner shall decide which contractor shall cease work, and which shall continue, or whether the work on both contracts shall progress at the same time and in what manner; and the decision of Owner shall be final and binding. When the territory of one contract is the necessary or convenient means of access for the performance of another contract, such privilege of access or any other reasonable privilege may be granted by Owner to Contractor so desiring, to the extent, amount, in the manner, and at the time permitted. No such decision as to the method or time of conducting the work or the use of territory shall be the basis of any claim for delay or damage.

**5.30.2** Lands, easements or rights-of-way to be furnished by Owner for construction operations will be specifically shown on the Plans.

**5.30.3** Contractor shall construct and maintain all roads necessary to reach the various parts of the work and for the transportation thereto of construction material and personnel. The cost of constructing and maintaining such roads shall be borne by Contractor.

**5.30.4** Contractor shall make its own arrangements for any utility services it may require during the life of this project. Where possible, Contractor may connect to Owner's existing water and electric power service. Contractor shall make its own arrangements for telephone service which it will require for its field office.

## **5.31 PROGRESS SCHEDULE**

**5.31.1** Within ten (10) days after the effective date of the Notice to Proceed, Contractor shall submit a schedule or schedules which shall show the dates at which Contractor will start and complete the work or the several parts of the work, as applicable. This schedule shall conform to the completion time specified in the Contract Agreement. Contractor shall review and, if necessary, revise the progress schedule at least once per month, and in any event shall submit a current schedule to Owner at its request at any time during the contract period.

**5.31.2** Owner shall be advised in advance by Contractor when construction work is scheduled and the days when no construction work will take place. If Contractor fails to notify Owner in advance of the day or days when no construction work will be done, Contractor will be charged the cost of inspection for that day or days and such charges may be deducted from any payment due Contractor.

**5.31.3** When, in the judgment of Owner, it is necessary to accelerate any part of the work ahead of schedule, Contractor shall, when directed, concentrate its efforts on such part of the work.

### **5.32 COMMENCEMENT AND PROGRESS OF THE WORK AND TIME OF COMPLETION/CONSTRUCTION SEQUENCE**

**5.32.1** Contractor shall commence the work covered by this Agreement within fifteen (15) days after date of issuance of Notice to Proceed from Owner to proceed with the work. Work will be considered to have commenced when Contractor begins ordering materials and equipment or starts site work. Contractor shall not commence work or incur any expenses in connection therewith, before it is notified to proceed with the work. Work on the total project shall be completed within \_\_\_\_\_ (\_\_\_\_) **calendar days** from the date of the Notice to Proceed. The time allowed for completion includes an allowance for working time lost due to normal inclement weather. A Pre-Construction conference will be scheduled by Owner prior to Contractor starting work.

**5.32.2** Contractor shall give Owner written notice not less than two (2) working days in advance of the actual date on which the work will be started. Contractor shall be entirely responsible for any delay in the work that may be caused by this failure to give such notice. Owner shall have the right to specify the locations where Contractor shall start and proceed with the work.

**5.32.3** Contractor shall diligently pursue the work and complete the work as specified within the time limits as set forth in the Construction Provisions.

### **5.33 SUSPENSION OF WORK**

**5.33.1** Owner may at any time, by notice in writing to Contractor, suspend any part of the work for such period of time as may be necessary to prevent improper execution of the work on the project by Contractor, its subcontractors or agents, and Contractor shall have no claim for damages or additional compensation on account of any such suspension.

**5.33.2** Owner may at any time suspend any part or all of the work upon ten (10) days written notice to Contractor, who shall thereupon discontinue all work suspended except for all operations to prevent loss or damage to work already executed as may be directed by Owner. In the event a part of the work is suspended, Contractor, if the suspension is not through its fault or the fault of its subcontractors or agents, shall be paid in accordance with section 5.3.9 for costs of work performed in accordance with such orders of Owner during such suspension, provided that this shall not include any cost pertaining to work not suspended by the notice to suspend work. Work shall be resumed by Contractor after such suspension on subsequent written notice to resume work from Owner. In the event of suspension of the entire work by Owner, Contractor, if the suspension is not through the fault of Contractor or the fault of its subcontractors or agents, shall be paid the sum of \$50 for each calendar day during which the entire

work shall have been suspended. Said sum is hereby mutually agreed upon as fixed and liquidated damages in full settlement of all costs and expenses, losses and damages resulting to Contractor from such suspension.

**5.33.3** In the event of any suspension of the work in whole or in part under subsection 5.33.2 above, if the suspension is not through the fault of Contractor or the fault of its subcontractors or agents, Contractor shall be entitled to an extension of time wherein to complete the work to the extent of the delay caused Contractor thereby. If no agreement can be reached as to the time for extension, Contractor shall submit a claim to Owner within fifteen (15) days of a notice from Owner that no agreement can be reached. The claim shall be processed in accordance with section 5.4.

**5.33.4** In the event the entire work shall be suspended by order of Owner, and shall remain so suspended for a period of sixty (60) consecutive days, through no fault of Contractor or its subcontractors or agents, and notice to resume the work shall not have been served on Contractor, Contractor may, at its option, by written notice to Owner, terminate the Agreement in the same manner and on the same terms as if the termination had been initiated by Owner pursuant to section 5.34.6, and Owner shall have no claim for damages because of such termination of the Agreement.

#### **5.34 TERMINATION FOR DEFAULT - DAMAGES FOR DELAY - TIMELY EXTENSION - TERMINATION FOR CONVENIENCE**

**5.34.1 Termination for Default.** Contractor shall at all times employ such force, plant, materials, supplies, equipment and tools as will be sufficient, in the opinion of Owner, to prosecute the work at not less than the rates fixed under the terms of the Agreement and to complete the work or any part thereof within the time limits fixed by the Agreement. If Contractor refuses or fails to prosecute the work, or any separable part thereof, with such diligence as will ensure the completion within the time specified in the Agreement, or any extension thereof, or fails to complete said work within such time, Owner may, after giving ten (10) days written notice to Contractor, terminate its right to proceed with the work or such part of the work as to which there has been delay.

**5.34.2** Contractor's right to proceed shall not be so terminated nor Contractor charged with resulting damage if:

**5.34.2.1** The delay in the completion of the work arises from unforeseeable causes beyond the control and without the fault or negligence of Contractor, including but not restricted to Acts of God, acts of the public enemy, acts of Owner, acts of another contractor in the performance of a contract with Owner, fires, floods (excluding site flooding due to groundwater), epidemics, quarantine restrictions, strikes, lockouts, freight embargoes, unusually severe weather, or delays of subcontractors and suppliers arising from unforeseeable causes beyond the control and without the fault or negligence of either Contractor or such subcontractors and suppliers; and

**5.34.2.2** Contractor, within ten (10) days from the beginning of any such delay (unless Owner grants a further period of time before the date of final payment under the Agreement), notifies Owner in writing of the causes of delay and requests an extension of time. Owner shall ascertain the facts and the extent of the delay and extend the time for completing the work when, in its judgment, the findings of fact justify such an extension. If Contractor disagrees with Owner's decision, it shall submit a claim to Owner within fifteen (15) days after Owner's decision, which claim shall be processed in accordance with section 5.4.

**5.34.3** A request for an extension of time, or the granting of an extension of time, shall not constitute a basis for any claim against Owner for additional compensation or damages unless caused by Owner or another contractor employed by Owner.

**5.34.4** If Contractor should be adjudged bankrupt, or if it should make a general assignment for the benefit of its creditors, or if a receiver should be appointed for Contractor on account of its insolvency and not be discharged within ten (10) days after its appointment, or if Contractor should fail to make prompt payments to subcontractors or suppliers, or should it persistently disregard laws, ordinances, or the instructions of Owner, or should it improperly execute the work, or should it otherwise commit a substantial violation of any provisions of the Agreement, Owner may, after giving ten (10) days written notice to Contractor, terminate the Agreement and/or Contractor's right to proceed with the work.

**5.34.5** The rights and remedies of Owner provided in this section are in addition to any of the rights and remedies provided by law or under this Agreement.

**5.34.6 Termination for Convenience.** In addition to Owner's rights under this section, if at any time before completion of the work under the Agreement, Owner determines that it is advisable for it to terminate the work, for whatever reason, it may do so upon ten (10) days written notice to Contractor. Upon service of such notice of termination, Contractor shall discontinue the work in such manner, sequence, and at such times as Owner may direct. Contractor shall have no claim for damages for such discontinuance or termination, nor any claim for anticipated profits on the work thus dispensed with or uncompleted, nor any other claim except for the work actually performed up to the time of termination, including any extra work ordered by Owner to be done, nor for any claim for liquidated damages in accordance with the provisions of section 5.33.

a. Owner shall issue Contractor a written notice specifying that the Contract is to be terminated. Upon receipt of said notice and, except as otherwise directed in writing by Owner, Contractor shall:

- (1) Stop all work under the Contract except that specifically directed by Owner to be completed;
- (2) Perform any work Owner deems necessary to secure the project for termination;
- (3) Remove equipment from the site;



- (4) Take such action as is necessary to protect materials from damage;
  - (5) Notify all subcontractors and suppliers that the Contract is terminated and that no further work is to be performed unless authorized in writing by Owner.
  - (6) Provide Owner with a list of all material previously produced, purchased or ordered from suppliers but not yet used in the work, its storage location, and any other information requested by Owner. It shall be Contractor's responsibility to provide Owner with good title to all materials purchased by Owner hereunder;
- (7) Dispose of material not yet used in the work as directed by Owner;
  - (8) Subject to the prior written approval of Owner, settle all outstanding liabilities and all claims arising out of subcontracts or orders for material terminated hereunder;
- (9) Furnish Owner with all documentation required under the Contract;
- (10) Take such other actions as Owner may direct.

b. Termination of the Contract pursuant to this section shall not relieve the Contractor of responsibility for damage to materials except as follows:

- (1) Contractor's responsibility for damage to materials for which payment has been made and for materials furnished for use in the work and unused shall terminate when Owner certifies that such materials have been stored in the manner and at the locations it has directed;
  - (2) Contractor's responsibility for damage to materials purchased by Owner subsequent to the issuance of the notice of termination shall terminate when title and delivery of such materials has been taken by Owner.
  - (3) When Owner has determined that Contractor has completed all work under the Contract directed to be completed prior to termination and such other Work as may have been ordered to secure the project for termination, Owner may formally accept the Project, and immediately upon and after such Acceptance, Contractor shall not be required to perform any further work and shall be relieved of its contractual responsibilities.
- (c) The provisions of this Section shall be included in all subcontracts.

### 5.35 RIGHTS OF OWNER UPON TERMINATION

5.35.1 In the event the right of Contractor to proceed with the work, or any portion thereof, has been terminated because of the fault of Contractor and Contractor has been given ten (10) days notice to cure such fault and has not done so, Owner may take over the work and prosecute the same to completion by contract or any other method Owner deems expedient, and may take possession of and utilize in completing the work such materials, appliances, equipment and plant as may be on the site of the work and necessary therefor. Whether or not Contractor's right to proceed with the work is terminated, it and its sureties shall be liable for all damages, including but not limited to, costs of managerial and administrative services, engineering, legal and other

consultant fees, sustained or incurred by Owner in enforcing the provisions of section 5.34 and in completing or causing to complete the Project.

**5.35.2** Upon termination, Contractor shall not be entitled to receive any further payment until the work is finished. If upon completion of the work the total cost to Owner, including, but not limited to, engineering, legal and other consultant fees, costs of managerial and administrative services, construction costs and liquidated damages, shall be less than the amount which would have been paid if the work had been completed by Contractor in accordance with the terms of the Agreement, then the difference shall be paid to Contractor in the same manner as the final payment under the Agreement. If the total cost incurred by Owner on account of termination of Contractor and subsequent completion of the work by Owner by whatever method Owner may deem expedient shall exceed said amount which Contractor would otherwise have been paid, Contractor and its sureties shall be liable to Owner for the full amount of such excess expense.

**5.35.3** The rights and remedies of Owner provided in this section are in addition to any of the rights and remedies provided by law or under this Agreement.

#### **5.36 FAILURE TO COMPLETE THE WORK IN THE TIME AGREED UPON LIQUIDATED DAMAGES**

**5.36.1** It is agreed by the parties to the Agreement that time is of the essence; and that in case all the work is not completed before or upon the expiration of the time limit as set in the Contract Agreement, or within any time extensions that may have been granted, damage will be sustained by Owner; and that it may be impracticable to determine the actual amount of damage by reason of such delay; and it is, therefore, agreed that Contractor shall pay to Owner as damages the amount of \$500 per day for each and every day's delay in finishing the work in excess of the number of days specified. The parties expressly agree that this liquidated damage clause is reasonable under the circumstances existing at the time the Agreement was made. Owner shall have the right to deduct the amount of liquidated damages from any money due or to become due Contractor.

**5.36.2** In addition, Owner shall have the right to charge Contractor and to deduct from the final or progress payments for the work the actual cost to Owner of legal, engineering, inspection, superintendence and other expenses that are directly chargeable to the Project and that accrue during the period of such delay, except that the cost of final inspection and preparation of the final estimate shall not be included in the charges.

**5.36.3** Notwithstanding the provisions of section 5.36.1, Contractor shall not be liable for liquidated damages or delays caused by the removal or relocation of utilities when such removal or relocation is the responsibility of Owner or Owner of the utility under California Government Code § 4215.

### **5.37 CLEAN-UP**

**5.37.1** During the progress of the work, Contractor shall maintain the site and related structures and equipment in a clean, orderly condition and free from unsightly accumulation of rubbish. Upon completion of work and before the final estimate is submitted, Contractor shall at its own cost and expense remove from the vicinity of the work all plants, buildings, rubbish, unused work materials, concrete forms, and temporary bridging and other like materials, belonging to it or used under its direction during the construction; and in the event of its failure to do so, the same may be removed by Owner after ten (10) calendar days notice to Contractor, such removal to be at the expense of Contractor. Where the construction has crossed yards or driveways, they shall be restored by Contractor to the complete satisfaction of Owner, at Contractor's expense.

**5.37.2** Contractor shall dispose of all testing or disinfection water without damage to property, and all in accordance with applicable regulations. All chlorinated water shall be dechlorinated prior to discharge.

### **5.38 COMPLIANCE WITH LAWS; PERMITS; TAXES**

Contractor is an independent contractor and shall at its sole cost and expense do the following: comply with all laws, rules, ordinances and regulations of all federal, state and local agencies having jurisdiction over the work. Contractor shall procure all permits and licenses, pay all charges and fees, and give all notices necessary and incident to the lawful prosecution of the work (exclusive of any building permits or permits for utility easements or licenses, which permits shall be obtained and fees paid by Owner); pay all federal, state and local taxes, including manufacturers' taxes, sales taxes, use taxes, processing taxes, and payroll, wage, insurance, social security, and unemployment taxes on wages, salaries or any remuneration paid to Contractor's employees, whether levied under existing or subsequently enacted laws, rules or regulations; and pay all property tax assessments on materials or equipment used until acceptance by Owner. If any discrepancy or inconsistency is discovered in the Plans or Specifications, or in this Agreement in relation to any such law, rule, ordinance, regulation, order or decree, Contractor shall forthwith report the same to Owner in writing. Contractor shall also protect, defend, hold harmless and indemnify Owner and all of Owner's officers, directors, agents, and employees against any claim or liability arising from or based upon the violation of any such law, rule, ordinance, regulation, order or decree, whether by Contractor itself or by its employees. Particular attention is called to the following:

**5.38.1** Without limitation, materials furnished and performance by Contractor hereunder shall comply with Safety Orders of the Division of Industrial Safety, State of California, Federal Safety regulations of the Bureau of Labor, Department of Labor; and any other applicable Federal regulations.

**5.38.2** Contractor, upon request, shall furnish evidence satisfactory to Owner that any or all of the foregoing obligations have been or are being fulfilled. Contractor warrants to Owner that it is licensed by all applicable federal, state and local governmental bodies to perform this Agreement and will remain so licensed throughout the progress of the work, and that it has, and will have, throughout the progress of the work, the necessary experience, skill and financial resources to enable it to perform this Agreement.

### **5.39 PREVAILING WAGE, AND TRAVEL AND SUBSISTENCE PAY**

**5.39.1** Contractor shall forfeit as penalty to Owner not more than the sum of fifty dollars (\$50) for each calendar day or portion thereof for each worker (whether employed by Contractor or subcontractor) paid less than the stipulated prevailing rates for any work done under the Agreement in violation of the provisions of the California Labor Code and in particular, §§ 1772 to 1780. The amount of this penalty shall be determined by the Labor Commissioner and shall be based on consideration of Contractor's mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages, or the previous record of Contractor in meeting its prevailing wage obligations, or a contractor's willful failure to pay the correct rates of prevailing wages. A mistake, inadvertence, or neglect in failing to pay the correct rate of prevailing wages is not excusable if Contractor had knowledge of its obligations under Labor Code §§ 1720, *et seq.* In addition to the aforementioned penalty, each worker shall be paid the difference between the prevailing wage rate and the amount paid to each worker for each calendar day or portion thereof or which said worker was paid less than the prevailing wage.

**5.39.2** Owner will not recognize any claims for additional compensation because of the payment of the wages set forth in the Construction Provisions. The possibility of wage increases is one of the elements to be considered by Contractor in determining its Bid, and will not under any circumstances be considered as the basis of a claim against Owner.

### **5.40 LABOR DISCRIMINATION**

Attention is directed to California Labor Code § 1735 which is applicable to the work under this Agreement and which reads as follows: "A contractor shall not discriminate in the employment of persons upon public works on any basis listed in subdivision (a) of § 12940 of the Government Code, as those bases are defined in §§ 12926 and 12926.1 of the Government Code, except as otherwise provided in § 12940 of the Government Code. Every contractor for public works who violates this section is subject to all the penalties imposed for a violation of this chapter."

### **5.41 EIGHT-HOUR DAY LIMITATION**

**5.41.1** In accordance with the provisions of the California Labor Code, and in particular, §§ 1810 to 1815, eight hours labor shall constitute a day's work, and no

worker, in the employ of Contractor, or any subcontractor, doing or contracting to do any part of the work contemplated by this Agreement, shall be required or permitted to work more than eight (8) hours in anyone calendar day and forty (40) hours in anyone calendar week in violation of those provisions; provided that subject to Labor Code § 1815, a worker may perform work in excess of either eight (8) hours per day or forty (40) hours during anyone week upon compensation for all hours worked in excess of eight (8) hours per day or forty (40) hours during anyone week at not less than one and one-half times the basic rate of pay. Except as just provided, Contractor shall forfeit as a penalty to Owner the sum of twenty-five dollars (\$25) for each worker employed in the performance of this Agreement by it or by any subcontractor under it for each calendar day during which such worker is required or permitted to labor more than eight (8) hours in anyone calendar day and forty (40) hours in anyone calendar week in violation of §§ 1810 through 1815.

**5.41.2** Contractor shall comply in all respects with the provisions of Labor Code § 1776, whose provisions are incorporated herein by this reference. In accordance with § 1776, Contractor and each subcontractor shall keep an accurate record showing the names, addresses, social security numbers, work classifications, and straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by it in connection with the work specified therein, which record shall be open at all reasonable hours to the inspection of County, State and Federal officers and agents at the Contractor's principal office. Certified copies of the payroll records shall be furnished or made available for inspection to others as provided in § 1776. These payroll records shall be certified and shall be on forms provided by the State Division of Labor Standards Enforcement, or shall contain the same information as the forms provided by the Division. Contractor shall file a certified copy of the payroll records with the entity that requested the records within ten (10) days after receipt of a written request. Any copy of records made available for inspection as copies and furnished upon request to the public or any public agency by Owner, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in a manner so as to prevent disclosure of an individual's name, address, and social security number. The name and address of Contractor shall not be marked or obliterated.

Contractor shall inform Owner of the location of the payroll records, including the street address, city and county, and shall, within five (5) working days, provide a notice of a change of location and address. Contractor shall have ten (10) days in which to comply subsequent to receipt of written notice specifying in what respects Contractor must comply with this section. In the event that Contractor fails to comply with the 10-day period, he or she shall, as a penalty to Owner, forfeit twenty-five dollars (\$25) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due.

#### **5.42 EMPLOYMENT OF APPRENTICES**

Contractor's attention is directed to California Labor Code §§ 1777.5, 1777.6 and 1777.7 pertaining to employment of indentured apprentices, which are hereby incorporated by reference into this Agreement. As applicable, Contractor or any subcontractor employed by it in the performance of the Work shall take such actions as necessary to comply with the provisions of §§ 1777.5, 1777.6 and 1777.7.

#### **5.43 WATER POLLUTION**

Contractor shall exercise every reasonable precaution to protect streams, lakes, reservoirs, and canals from pollution with fuels, oils, bitumens, calcium chloride, and other harmful materials and shall conduct and schedule its operations so as to avoid or minimize muddying and silting of said streams, lakes, reservoirs, and canals. Care shall be exercised to preserve vegetation beyond the limits of construction. Contractor shall comply with California Fish and Game Code § 5650 and all other applicable statutes and regulations relating to the prevention and abatement of water pollution.

#### **5.44 PATENTS**

Contractor shall assume all costs arising from the use of patented materials, equipment, devices, or processes used on or incorporated into the work, and agrees to indemnify, defend, protect and save harmless Owner and all of its officers, directors, employees, and other representatives, from all suits at law, or actions of every nature for, or on account of, the use of any patented materials, equipment, devices, or processes.

#### **5.45 PUBLIC CONVENIENCE**

**5.45.1** This section defines Contractor's responsibility with regard to convenience of the public and public traffic in connection with its operations.

**5.45.2** Contractor shall conduct its operations as to offer the least possible obstruction and inconvenience to the public; and it shall have under construction no greater length or amount of work than it can prosecute properly with due regard to the rights of the public.

**5.45.3** Unless otherwise provided in the Construction Provisions, all public traffic shall be permitted to pass through the work with as little inconvenience and delay as possible.

**5.45.4** Spillage resulting from hauling operations along or across any publicly traveled way shall be removed immediately by Contractor at its expense.

**5.45.5** Construction operations shall be conducted in such a manner as to cause as little inconvenience as possible to abutting property owners.

**5.45.6** Convenient access to driveways, houses and buildings along the line of the work shall be maintained and temporary approaches to crossings or intersecting highways

shall be provided and kept in good condition. When the abutting property owner's access across the right-of-way line is to be eliminated, or to be replaced under the Agreement by other access facilities, the existing access shall not be closed until the replacement access facilities are usable.

**5.45.7** Water shall be supplied at Contractor's expense if ordered by Owner for the alleviation or prevention of dust nuisance as provided in the Construction Provisions.

**5.45.8** In order to expedite the passage of public traffic through or around the work, Contractor shall install signs, lights, flares, barricades, and other facilities for the sole convenience and direction of public traffic. Also, Contractor shall provide and station competent flaggers whose sole duties shall consist of directing the movement of public traffic through or around the work. The cost of furnishing and installing such signs, lights, flares, barricades, and other facilities, and the cost of providing and stationing such flaggers, all for the convenience and direction of public traffic, will be considered as included in the Agreement price and no additional compensation will be allowed.

**5.45.9** Flaggers and guards, while assigned to traffic control, shall perform their duties and shall be provided with the necessary equipment in accordance with the current "Instructions to Flaggers" of the California Department of Transportation. The equipment shall be furnished and kept clean and in good repair by Contractor at its expense.

#### **5.46 UNDERGROUND UTILITIES**

Prior to conducting any excavation, Contractor shall contact the appropriate regional notification center as required by and shall otherwise comply with California Government Code § 4216, et seq. In accordance with Government Code § 4215, Contractor shall be compensated for the costs of locating, repairing damage not due to the failure of Contractor to exercise reasonable care, and removing or relocating existing main or trunkline utility facilities not indicated in the Project Plans and Specifications with reasonable accuracy, and for the equipment on the project necessarily idled during such work; provided that Contractor shall first notify Owner before commencing work on locating, repairing damage to, removing or relocating such utilities.

#### **5.47 SAFETY AND TRENCHING**

**5.47.1** Contractor shall be solely and completely responsible for the conditions of the job site, including safety of all persons and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours. Safety provisions shall conform to all applicable Federal, State, and local laws, ordinances, and codes, and to the rules and regulations established by the California Division of Industrial Safety, and to other rules of law applicable to the work. Pursuant to Labor Code § 6500 *et seq.*, Contractor must obtain a permit prior to the construction of trenches or excavations that are five feet or deeper and into which a person is required to descend.

**5.47.2** The services of Owner in conducting construction review of the Contractor's performance is not intended to include review of the adequacy of Contractor's work methods, equipment, bracing or scaffolding or safety measures, in, on, or near the construction site, and shall not be construed as supervision of the actual construction nor make Owner responsible for providing a safe place for the performance of work by Contractor, subcontractors, or suppliers; or for access, visits, use work, travel or occupancy by any person.

**5.47.3** Contractor shall carefully instruct all personnel working in potentially hazardous work areas as to potential dangers and shall provide such necessary safety equipment and instruction as is necessary to prevent injury to personnel and damage to property. Special care shall be exercised relative to electrical work, work involving excavation and in pump sump work.

**5.47.4** All work and materials shall be in strict accordance with all applicable State, Federal and local laws, rules, regulations, and codes.

**5.47.5** Nothing in this Agreement is to be construed to permit work not conforming to governing law. When Construction Provisions differ from governing law, Contractor shall furnish and install the higher standards called for without extra charge. All equipment furnished shall be grounded and provided with guards and protection as required by safety codes. When vapor-tight or explosion-proof electrical installation is required by law, this shall be provided.

**5.47.6 Shoring and Trench Safety Plan.** Attention is directed to California Civil Code § 832 relating to lateral and subjacent support, and Contractor shall comply with this law.

**5.47.7** In accordance with California Labor Code § 6705, if the total amount of the project is in excess of \$25,000, Contractor shall submit to Owner for acceptance, in advance of excavation, a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from the hazard of caving ground during the excavation of any trench or trenches 5 feet or more in depth.

**5.47.7.1** The plan shall be prepared by a registered civil or structural engineer. As a part of the plan, a note shall be included stating that the registered civil or structural engineer certifies that the plan complies with applicable requirements of the United States Department of Labor regulations (29 CFR Part 1926) and the Cal-OSHA Construction Safety Orders, whichever are more stringent, or that the registered civil or structural engineer certifies that the plan is not less effective than the shoring, bracing, sloping, or other provisions of OSHA and the Safety Orders.

**5.47.7.2** Owner or its consultants may have made investigations of subsurface conditions in areas where the work is to be performed. If so, these investigations are identified in the Construction Provisions and the records of such investigations are available for inspection at the Owner's office. The detailed plan showing the design of shoring, etc., which Contractor is required to submit to Owner for acceptance of excavation will be not accepted by Owner if the plan is based on subsurface conditions



which are more favorable than those revealed by the investigations made by Owner or its consultants; nor will the plan be accepted if it is based on soils-related criteria which is less restrictive than the criteria set forth in the report on the aforesaid investigations of subsurface conditions.

**5.47.7.3** The detailed plan showing the design of shoring, etc., shall include surcharge loads for nearby embankments and structures, for spoil banks, and for construction equipment and other construction loadings. The plan shall indicate for all trench conditions the minimum horizontal distances from the side of the trench at its top to the near side of the surcharge loads.

**5.47.7.4** Nothing contained in this section shall be construed as relieving Contractor of the full responsibility for providing shoring, bracing, sloping, or other provisions which are adequate for worker protection. Review of the plan by Owner is only for general conformance to OSHA and the Safety Orders. Their failure to note exceptions to the submittal does not relieve Contractor of any responsibility or liability for the plan. Contractor remains solely and completely responsible for all trench safety and for the means, methods, procedures, and materials therefor.

**5.47.7.5** In accordance with California Public Contract Code § 7104, in the event that the work involves digging trenches or other excavations that extend deeper than four (4) feet below the surface, Contractor shall promptly, and before the following conditions are disturbed, notify Owner in writing, of any:

- (a) Material that Contractor believes may be material that is hazardous waste, as defined in § 25117 of the Health and Safety Code, that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law;
- (b) Subsurface or latent physical conditions at the site differing from those indicated by information about the site made available to bidders prior to the deadline for submitting bids; or,
- (c) Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Agreement. Owner shall promptly investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in Contractor's cost of, or the time required for, performance of any part of the work shall issue a change order under the procedures described in the Agreement. In the event that a dispute arises between Owner and Contractor when the conditions materially differ, or involve hazardous waste, or cause a decrease or increase in Contractor's cost of, or time required for, performance of any part of the work, Contractor shall not be excused from any scheduled completion date provided for by the Agreement, but shall proceed with all work to be performed under the Agreement. Contractor shall retain any and all rights

provided either by contract or by law which pertain to the resolution of disputes and protests between the contracting parties.

#### **5.48 PROTECTION OF PERSON AND PROPERTY**

**5.48.1** Contractor shall take whatever precautions are necessary to prevent damage to all existing improvements, including above ground and underground utilities, trees, shrubbery that is not specifically shown to be removed, fences, signs, mailboxes, survey markers and monuments, buildings, structures, Owner's property, adjacent property, and any other improvements or facilities within or adjacent to the work. If such improvements or property are injured or damaged by reason of Contractor's operations, they shall be replaced or restored, at Contractor's expense, to a condition at least as good as the condition they were in prior to the start of Contractor's operations.

**5.48.2** Contractor shall adopt all practical means to minimize interference to traffic and public inconvenience, discomfort or damage. Contractor shall protect against injury to any pipes, conduits or other structures crossing the trenching or encountered in the work and shall be responsible for any injury done to such pipes or structures, or damage to property resulting therefrom. Contractor shall support or replace any such structures without delay and without any additional compensation to the entire satisfaction of Owner. All obstructions to traffic shall be guarded by barriers illuminated at night. Contractor shall be responsible for all damage to persons and property directly or indirectly caused by its operations and, under all circumstances, it must comply with the laws and regulations of Owner and the State of California relative to safety of persons and property and the interruption of traffic and the convenience of the public within the respective jurisdictions.

**5.48.3** Contractor is cautioned that it must replace all improvements in rights-of-way and within the public streets to a condition equal to what existed prior to its entry onto the job.

**5.48.4** Type and time of construction required at any road subject to interference by Project work will be determined by those authorities responsible for maintenance of said road. It shall be the responsibility of Contractor to determine the nature and extent of all such requirements, including provision of temporary detours as required; however, any construction right-of-way obtained by Owner at affected roadways will be adequate for provision of all required detours. As required at any road crossing, Contractor shall provide all necessary flaggers, guardrails, barricades, signals, warning signs and lighting to provide for the safety of existing roads and detours. Immediately after the need for temporary detours ceases, or when directed, Contractor shall remove such detours and perform all necessary cleanup work, including replacement of fences, and removal of pavement. Included shall be all necessary replacement of existing roadway appurtenances, grading work, soil stabilization and dust control measures, as required and directed. The cost of all work specified under this section shall be borne by Contractor.

**5.48.5** Contractor shall examine all bridges, culverts, and other structures over which it will move its materials and equipment, and before using them, it shall properly strengthen such structures where necessary. Contractor shall be responsible for any and all injury or damage to such structures caused by reason of its operations.

#### **5.49 RESPONSIBILITY FOR REPAIR OF FACILITIES**

All public or private facilities, including but not limited to canals, structures, telephone cables, roadways, curbs, gutters, parking lots, private drives, levees and embankments for creeks, ponds and reservoirs disturbed during construction of the work shall be repaired and/or replaced by Contractor to match facilities existing prior to construction.

#### **5.50 OWNER'S REPAIR**

In the event Contractor refuses or neglects to make good any loss or damage for which it is responsible under this Agreement, Owner may itself, or by the employment of others, make good any such loss or damage, and the cost and expense of doing so, including any reasonable engineering, legal and other consultant fees, and any costs of administrative and managerial services, shall be charged to Contractor. Such costs and expenses may be deducted by Owner from claims for payment made by Contractor for work completed or remaining to be completed.

#### **5.51 CONTRACTOR'S LICENSE NOTICE**

**STATEMENT REQUIRED BY CALIFORNIA BUSINESS & PROFESSIONS CODE § 7030:**

**"CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT REGARDING A PATENT ACT OR OMISSION IS FILED WITHIN FOUR YEARS OF THE DATE OF THE ALLEGED VIOLATION. A COMPLAINT REGARDING A LATENT ACT OR OMISSION PERTAINING TO STRUCTURAL DEFECTS MUST BE FILED WITHIN 10 YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE LICENSE BOARD, P.O. BOX 26000, SACRAMENTO, CALIFORNIA 95826."**

#### **5.52 INSURANCE**

**[NOTE: THE FOLLOWING PROVISIONS SHALL APPLY UNLESS OWNER OR ITS INSURANCE CARRIER REQUIRES OTHER PROVISIONS PRIOR TO ISSUANCE OF THE NOTICE TO BIDDERS FOR THIS PROJECT.]**

**5.52.1** Contractor shall procure and maintain for the duration of the Work the following insurance against claims for injuries to persons or damages to property which may

arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees or subcontractors.

**5.52.2 Minimum Scope of Insurance.** Coverage shall be at least as broad as:

- a. Commercial general liability coverage (Insurance Services Office occurrence form CO 0001), including liability coverage for premises and operations, explosion and collapse hazard, underground hazard, products/completed operations hazard, contractual liability, use of independent contractors, and broad form property damage with completed operations.
- b. Automobile liability coverage (Insurance Services Office form CA 0001, code I, any auto).
- c. Workers' compensation insurance as required by the State of California and employer's liability insurance.
- d. Course of construction (also known as builder's risk) insurance form providing coverage for all risks of physical loss, damage or destruction to the work, to insure against such losses until final acceptance of the work by Owner.

**5.52.3 Minimum Limits of Insurance.** Contractor shall maintain limits no less than:

- a. General Liability: \$5,000,000 per occurrence for bodily injury, personal injury and property damage. If commercial general liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- b. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- c. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
- d. Course of Construction: Completed value of the project.

The above insurance limits can be met through provision of umbrella or excess policy insurance coverage consistent with the provisions of this Section 5.52.

**5.52.4 Deductibles and Self-Insured Retentions.** Any deductibles or self-insured retentions must be declared to and approved by Owner. At the option of Owner, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Owner, its officers, officials, employees and volunteers; or Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**5.52.5** The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

**5.52.5.1** Owner and its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of Contractor, products and completed operations of Contractor; premises owned, occupied or used by Contractor; or automobiles owned, leased, hired or borrowed by Contractor. The coverage shall contain no special limitations on the scope of protection afforded to Owner and its officers, officials, employees, agents or volunteers. The additional insured coverage or endorsement shall comply with California Insurance Code § 11580.04.

**5.52.5.2** For any claims related to this project, Contractor's insurance coverage shall be primary insurance as respects Owner and its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by Owner, and its officers, officials, employees, agents or volunteers shall be excess of Contractor's insurance and shall not contribute with it.

**5.52.5.3** Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to Owner and its officers, officials, employees, agents or volunteers.

**5.52.5.4** Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

**5.52.5.5** Contractor agrees that insurance coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits except after thirty (30) days' prior written notice by U.S. mail has been given to Owner. Contractor shall provide to Owner its insurance certificate with a cancellation provision stating that Owner shall be notified of any change in the policy at least thirty (30) days before any such change is made.

**5.52.6** Course of construction policies shall contain, or be endorsed to contain, the following provisions: (a) Owner shall be named as loss payee; and (b) The insurer shall waive all rights of subrogation against Owner.

**5.52.7** Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-VII or equivalent, unless otherwise approved by Owner.

**5.52.8 Verification of Coverage.** Prior to commencing work, Contractor shall provide to Owner the following proof of insurance: (a) certificate(s) of insurance on ACORD Form 25-S (or insurer's equivalent) evidencing the required insurance coverages; and (b) endorsement(s) on ISO Form CG 2010 (or insurer's equivalent), signed by a person authorized to bind coverage on behalf of the insurer(s) and certifying the additional insured coverages, or equivalent additional insured blanket endorsement. Owner reserves the right to require complete copies of all required insurance policies and/or endorsements affecting required insurance coverage at any time.

**5.52.9 Subcontractors.** Contractor shall include all actions and activities of its subcontractors as insureds under its policies, or shall require each subcontractor to provide insurance coverage consistent with the provisions herein, except that each subcontractor will be required to maintain minimum general liability coverage of \$1,000,000 per occurrence for bodily injury, personal injury and property damage, and to furnish separate endorsements or certificates to Owner. All coverages for subcontractors shall be subject to all of the other requirements stated in this section.

**5.52.10** Any products/completed operations insurance coverage shall be maintained after completion of the project for the full guarantee period.

**5.52.11** The requirements as to the types, limits, and Owner's approval of insurance coverage to be maintained by Contractor are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by Contractor under the Agreement.

**5.52.12** In addition to any other remedy Owner may have, if Contractor or any of the subcontractors fails to maintain the insurance coverage as required in this section 5.52, Owner may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as required herein, and Owner may deduct the cost of such insurance from any amounts due or which may become due Contractor under this Agreement.

### **5.53 INDEMNITY AND LITIGATION COST**

**5.53.1** To the fullest extent allowed by law, Contractor shall protect, defend, indemnify and hold harmless Owner, its officers, directors, agents, employees, volunteers, and consultants from and against all penalties and fines imposed by law and all loss, claim, cause of action, demand, suit, judgment, cost, damage, expense, and liability (including but not limited to court or arbitration costs and reasonable attorneys' and expert witness fees) resulting from injury to or death of any persons, including without limitation employees of Owner and Contractor, or damage to or loss of property, caused by, arising out of or in any way connected with Contractor's or its subcontractors' or suppliers' performance, operations or activities under this Agreement, except to the extent the sole negligence, active negligence or willful misconduct of an indemnified party proximately causes the loss, claim, cost, suit, judgment, penalty, or liability. Upon the request of an indemnified party hereunder, Contractor shall defend any suit asserting a claim covered by this indemnity and shall pay any cost that may be incurred by an indemnified party in enforcing this indemnity. In all cases, the indemnified party shall have the right to approve counsel selected by Contractor in the defense of any legal action or with respect to any claim, which approval shall not be unreasonably withheld. In addition, the indemnified party shall have the right to participate in and be represented by counsel of its own choice and at its own expense in any legal action or with respect to any claim. These duties of Contractor to indemnify and save the Owner harmless include the duties to defend set forth in California Civil Code Section 2778.

**5.53.2** Owner may withhold from payment due Contractor hereunder such amounts as, in Owner's opinion, are sufficient to provide security against all loss, damage, expense, penalty, fine, cost, claim, demand, suit, cause of action, judgment, or liability covered by the foregoing indemnity provision.

**5.53.3** In any and all claims against Owner, its consultants, officers, directors, employees and agents by any employee of Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable under Worker's Compensation statutes, disability benefit statutes or other employee benefit statutes.

**5.53.4** Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release Contractor from its obligations to indemnify, so long as the event upon which the claim is predicated shall have occurred prior to the effective date of any such termination or completion and arose out of or was in any way connected with performance or operations under this Agreement by Contractor, its employees, agents, suppliers or subcontractors, or the employee, agent or subcontractor of anyone of them.

**5.53.5** Submission of insurance certificates or submission of other proof of compliance with the insurance requirements in this Agreement does not relieve Contractor from liability under this indemnification and hold harmless clause. The obligations of this indemnity section shall apply whether or not such insurance policies shall have been determined to be applicable to any of such damages or claims for damages.

**5.53.6** In accordance with California Public Contract Code § 920I(b), if Owner receives any written third-party claim relating to work performed under this Agreement, then Owner agrees to promptly notify Contractor about the third-party claim.

## **5.54 PROTECTION OF WORK**

**5.54.1** Contractor shall be responsible for the care of all work until its completion and final acceptance; and it shall, at its own expense, replace damaged or lost material and repair damaged parts of the work or the same may be done at its expense by Owner and Contractor and its sureties shall be liable therefor. Contractor shall make its own provisions for properly storing and protecting all material and equipment against theft, injury, or damage from any and all causes. Damaged material and equipment shall not be used in the work. Contractor shall take all risks from floods and casualties except as provided by law, and shall make no charge for the restoration of such portions of the work as may be destroyed or damaged by flood or other casualties or because of danger from flood or other casualties or for delays from such causes. Contractor may, however, be allowed a reasonable extension of time on account of such delays, subject to the conditions hereinbefore specified.

**5.54.2** Contractor shall effectively secure and protect adjacent property and structures, livestock, crops and other vegetation. If applicable, Contractor shall open fences on or crossing the right-of-way and install temporary gates of sound construction thereon so as to prevent the escape of livestock. Adjacent fence posts shall be adequately braced to prevent the sagging or slackening of the wire. Before such fences are opened, Contractor shall notify Owner or tenant of the property and, where practicable, the opening of the fence shall be in accordance with the wishes of said owner or tenant. Contractor shall be responsible that no loss or inconvenience shall accrue to Owner or tenant by virtue of its fences having been opened or the gate not having been either shut or attended at all times. If special types of fences are encountered, Contractor shall install temporary gates made of similar materials and of suitable quality to serve the purposes of the original fences. In all cases where Contractor removes fences to obtain work room, it shall provide and install temporary fencing as required, and on completion of construction shall restore the original fence to the satisfaction of Owner. All costs of providing, maintaining and restoring gates and fencing shall be borne by Contractor. Contractor shall provide and maintain all passageways, guard fences, lights and other facilities for protection required by public authority or local conditions.

**5.54.3** Contractor shall use extreme care during construction to prevent damage from dust to crops and adjacent property. Contractor, at its own expense, shall provide adequate dust control for the right-of-way and take other preventative measures as directed by Owner.

**5.54.4** Contractor shall be responsible for all damage to any property resulting from trespass by Contractor or its employees in the course of their employment, or subcontractors or their employees in the course of their employment, or anyone directly or indirectly employed by any of them, whether such trespass was committed with or without the consent or knowledge of Contractor.

**5.54.5** Contractor shall see that the worksite is kept drained and free of all ground water and any other water which may impede the progress or execution of the Work.

**5.54.6** Contractor shall be responsible for any damage caused by drainage or water runoff from construction areas and from construction plant areas.

**5.54.7** In an emergency affecting the safety of life, or of the work, or of adjoining property, Contractor, without special instruction or authorization from Owner, is hereby permitted to act at its discretion to prevent such threatened loss or injury, and it shall so act without appeal if so instructed or authorized. Should Owner deem an emergency condition to exist, Contractor shall immediately do those things and take those steps ordered by Owner. The decision of Owner in this respect shall be final and conclusive. Any claims for compensation made by Contractor on account of emergency work shall be determined as specified under section 5.3.

**5.54.8** Except as provided by California Government Code § 4215, the Contractor shall be responsible for the removal, relocation and protection of all public and private utilities, including irrigation facilities in the nature of utilities, located on the site of the



construction project if and to the extent that the same are identified in the Construction Provisions; and Contractor shall not be entitled to any extension of time or claim for damages for extra compensation in connection therewith. If and to the extent that such utilities or facilities are not identified in the Construction Provisions, as between Contractor and Owner, Owner will be responsible for the cost of their removal, relocation or protection, as the case may be, but Contractor shall perform any such work in conformance with applicable provisions of section 5.3, if so directed by Owner and in such situation Contractor shall not be responsible for delay in completion of the project caused by the failure of Owner or Owner of the utility to provide for such removal or relocation. If Contractor, while performing the Work, discovers utility or irrigation facilities not identified by Owner in the Construction Provisions, it shall immediately notify Owner in writing.

**5.54.9** When the work to be performed under the Agreement crosses or otherwise interferes with existing streams, watercourses, canals, farm ditches, pipelines, drainage channels, or water supplies, Contractor shall provide for such watercourse or pipelines and shall perform such construction during the progress of the work so that no damage will result to either public or private interests; and Contractor shall be liable for all damage that may result from failure to so provide during the progress of the work.

## **5.55 ACCIDENTS**

**5.55.1** Contractor shall provide and maintain, in accordance with California Labor Code § 6708 and Cal-OSHA requirements, adequate emergency first-aid treatment for its employees and anyone else who may be injured in connection with the work.

**5.55.2** Contractor shall promptly report in writing to Owner all accidents of any nature arising out of, or in connection with, the performance of the work, on or adjacent to the site, which caused death, personal injury or property damage, giving full details and statements of witnesses. In addition, if death or serious injury or serious damage result, the accident shall be reported immediately by telephone or messenger to Owner.

**5.55.3** If any claim is made by anyone against Contractor or any subcontractor on account of any accident, Contractor shall promptly report the facts in writing to Owner, giving full details of the claim.

## **5.56 NO PERSONAL LIABILITY**

Neither Owner nor any of its officers, directors, agents, or employees shall be personally responsible for any liability arising under the Agreement, except such obligations as are specifically set forth herein.

## **5.57 MEASUREMENT OF QUANTITIES**

Where the Agreement provides for payment on a lump sum price basis, no measurement of quantity will be made. Where the Agreement provides for payment on a unit price basis, the quantities of work performed will be computed by Owner on the

basis of measurements taken by Owner, and these measurements shall be final and conclusive. All quantities of work computed under the Agreement shall be based upon measurements by Owner according to United States Measurements and Weights. Methods of measurement are specified herein and in the Specifications.

## **5.58 SCOPE OF PAYMENT**

**5.58.1** Contractor shall accept the compensation provided in the Contract Agreement as full payment for furnishing all labor, materials, tools, equipment, and incidentals necessary to the completed work and for performing all work contemplated and embraced under the Agreement; also for loss or damage arising from the nature of the work, or from the action of the elements, or from any unforeseen difficulties which may be encountered during the prosecution of the work until the acceptance by Owner and for all risks of every description connected with the prosecution of the work; also for all expenses incurred in consequence of the suspension or discontinuance of the work as provided in the Agreement; and for completing the work according to the Specifications and Plans. Neither the payment of any estimate nor of any retained percentage shall relieve Contractor of any obligation to make good any defective work or material.

**5.58.2** No compensation will be made in any case for loss of anticipated profits. Increased or decreased work involving supplemental agreements will be paid for as provided in such agreements.

## **5.59 PROGRESS ESTIMATE**

For each calendar month of Work, Contractor shall prepare a progress estimate of all work performed under the Agreement. Within the first ten (10) days of each succeeding calendar month, Contractor shall prepare in writing and certify to Owner, an estimate which in its opinion is a fair approximation of the value of all work done under the Agreement, including any amounts due Contractor for extra work and change orders. In arriving at the value of the work done, Owner will give consideration to the value of labor and materials which have been incorporated into the permanent work by Contractor during the preceding month. Consideration will not be given to preparatory work done or for materials or equipment on hand. In order to assist Owner, Contractor shall furnish Owner with copies of invoices for all such items delivered to the job site and incorporated into the work.

## **5.60 PROGRESS PAYMENTS**

**5.60.1** Owner shall pay Contractor as set forth in Exhibit "A" of the Contract Agreement hereto.

**5.60.2** In accordance with California Public Contract Code § 20104.50, a written payment request from Contractor shall be reviewed by Owner as soon as practicable in order to determine whether it is proper. If it is determined not to be a proper payment request suitable for payment, then Owner shall return it to Contractor with a written explanation of the deficiencies as soon as practicable, but not later than seven (7) days

after receipt of the payment request. If the payment request is determined to be properly submitted and is undisputed, Owner will certify the payment as provided above and Owner shall make the payment to Contractor within thirty (30) days after receipt of the payment request. If a properly submitted and undisputed payment request is not paid within this 30 day period, then Owner shall pay interest on the overdue amount to Contractor at the legal rate set forth at California Code of Civil Procedure § 685.010. This section shall not apply if Owner's funds are not available for payment of the payment request or if payment is delayed due to an audit inquiry by the financial officer of Owner.

### **5.60.3 RETENTION PROCEEDS; WITHHOLDING; DISBURSEMENT**

In accordance with Section 7107 of the Public Contract Code with respects to all contracts entered into on or after January 1, 1993 relating to the construction of any public work of improvement the following shall apply:

1. The retention proceeds withheld from any payment by the OWNER from the original CONTRACTOR, or by the original CONTRACTOR from any subcontractor, shall be subject to this paragraph 17.18.

2. Within 60 days after the date of completion of the WORK, the retention withheld by the OWNER shall be released. In the event of a dispute between the OWNER and the original CONTRACTOR, the OWNER may withhold from the final payment an amount not to exceed 150 percent of the disputed amount. For the purposes of this paragraph, "completion" means any of the following:

a. The occupation, beneficial use, and enjoyment of a work of improvement, excluding any operation only for testing, startup, or commissioning, by the OWNER, accompanied by cessation of labor on the work of improvement.

b. The acceptance by the OWNER of the work of improvement.

c. After the commencement of a work of improvement, a cessation of labor on the work of improvement for a continuous period of 100 days or more, due to factors beyond the control of the CONTRACTOR.

d. After the commencement of a work of improvement, a cessation of labor on the work of improvement for a continuous period of 30 days or more, if the OWNER files for record a notice of cessation or a notice of completion.

3. Subject to subparagraph 17.18 A.4, within 10 days from the time that all or any portion of the retention proceeds are received by the original CONTRACTOR, the original CONTRACTOR shall pay each of its subcontractors from whom retention has been withheld, each subcontractor's share of the retention received. However, if a retention payment received by the original CONTRACTOR is specifically designated for a particular subcontractor, payment of the retention shall be made to the designated subcontractor, if the payment is consistent with the terms of the subcontract.

4. The original CONTRACTOR may withhold from a subcontractor its portion of the retention proceeds if a bona fide dispute exists between the subcontractor and the original CONTRACTOR. The amount withheld from the retention payment shall not exceed 150 percent of the estimated value of the disputed amount.

5. In the event that retention payments are not made within the time periods required by this paragraph 17.18, the OWNER or original CONTRACTOR shall be subject to a charge of 2 percent per month on the improperly withheld amount, in lieu of any interest otherwise due. Additionally, in any action for the collection of funds wrongfully withheld, the prevailing party shall be entitled to attorney's fees and costs.

6. Any attempted waiver of the provisions of this section shall be void as against the public policy of this state.

Unless otherwise prescribed by law, the OWNER may retain a portion of the amount otherwise due to the CONTRACTOR, as follows:

Retention of 5 percent of each approved progress payment until the work is 50 percent complete; then the OWNER may, at its option, refund that portion of retainage held by the OWNER that is in excess of 2 percent of the total of the WORK done to date and thereafter continue to retain 2 percent of the value of all approved progress payment requests subsequently submitted.

The OWNER may reinstate retention of the total of the WORK done if the OWNER determines, at its discretion, that the CONTRACTOR is not performing the WORK satisfactorily or there is other specific cause for such withholding.

**5.60.4** When, in the judgment of Owner, the work is not proceeding in accordance with the provisions of the Agreement, or when in its judgment the total amount of the work done since the last estimate amounts to less than \$1,000, no pay estimate will be prepared and no progress payment will be made.

**5.60.5** No progress estimate or payment shall be considered to be an approval or acceptance of any work, materials or equipment. Estimated amounts and values of work done and materials and equipment incorporated into the work will be conformed to actual amounts and values as they become available in subsequent progress estimates, progress payments and the final estimate and payment. All estimates and payments will be subject to correction in subsequent progress estimates and payments and the final estimate and payment.

**5.60.6** It is mutually agreed between the parties to the Agreement that no payments made under the Agreement, including progress payments and the final payment, shall be evidence of the performance of the Agreement, either wholly or in part, and no payment shall be construed to be an acceptance of any defective or incomplete work or improper materials.

**5.60.7** Owner reserves the right to make payments jointly to the order of Contractor and to any of its subcontractors or suppliers that might have a right to file a stop notice with Owner. Owner shall have no obligation to Contractor to ensure the payment of money to a subcontractor or supplier, except as may otherwise be required by law.

#### **5.61 FINAL ACCEPTANCE AND DATE OF COMPLETION**

Whenever Contractor shall deem all work under this Agreement to have been completed in accordance therewith, it shall so notify Owner in writing. Owner shall promptly ascertain whether the work has been satisfactorily completed and, if not, shall advise Contractor in detail and in writing of any additional work required. When all the provisions of the Agreement have been fully complied with to the satisfaction of Owner, it shall proceed with all reasonable diligence to determine accurately the total value of all work performed by Contractor at the prices set forth in the Agreement or fixed by Change Orders, and the total value of all extra work, all in accordance with the Agreement. Owner will then certify to said final estimate and to the completion of the work, and will file copies thereof with Owner and Contractor. The date of completion shall be the date upon which Owner makes its formal written acceptance of the work.

#### **5.62 FINAL PAYMENT**

Within ten (10) days after the date of completion, Owner shall file in the County Recorder's office, a Notice of Completion of the work herein agreed to be done by Contractor. On the expiration of sixty (60) days after the recordation of such Notice of Completion, the difference between said final estimate and all payments theretofore made to Contractor shall be due and payable to Contractor, subject to any requirements concerning the furnishing of a maintenance bond, and excepting only such sum or sums as may be withheld or deducted in accordance with the provisions of this Agreement or as required by law. All prior certifications upon which partial payments may have been made, being merely estimates, shall be subject to correction in the final certificate. In accordance with California Public Contract Code § 7107(c), in the event of a dispute between Owner and Contractor, Owner may withhold from the final payment an amount not to exceed 150% of the disputed amount.

#### **5.63 FINAL RELEASE**

Final payment to Contractor in accordance with the final estimate is contingent upon Contractor furnishing Owner with a signed written release of all claims against Owner arising by virtue of the Agreement. Disputed claims in stated amounts may be specifically excluded by Contractor from the operation of the release. The release shall be in substantially one of the following forms:

##### **UNCONDITIONAL WAIVER AND RELEASE UPON FINAL PAYMENT**

The undersigned has been paid in full for all labor, services, equipment or material furnished to Owner on the job of Owner located at \_\_\_\_\_, California, and does hereby waive and release any right to a mechanic's lien, stop

notice, or any right against a labor and material bond on the job, except for disputed claims for extra work in the amount of \$ \_\_\_\_\_.

CONTRACTOR

Dated: \_\_\_\_\_ [Contractor name]  
\_\_\_\_\_ [Authorized signature]  
\_\_\_\_\_ [Name]  
\_\_\_\_\_ [Title]

NOTICE: THIS DOCUMENT WAIVES RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN *IT*, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL RELEASE FORM.

CONDITIONAL WAIVER AND RELEASE UPON FINAL PAYMENT

Upon receipt by the undersigned of a check from Owner in the sum of \$ \_\_\_\_\_ payable to Contractor and when the check has been properly endorsed and has been paid by the bank upon which its is drawn, this document shall become effective to release any mechanic's lien, stop notice, or bond right the undersigned has on the job of Owner located at \_\_\_\_\_, California. This release covers the final payment to the undersigned of all labor, services, equipment or material furnished on the job, except for disputed claims for extra work in the amount of \$ \_\_\_\_\_. Before any recipient of this document relies on it, the party should verify evidence of payment to the undersigned.

Dated: \_\_\_\_\_ [Contractor name]  
\_\_\_\_\_ [Authorized signature]  
\_\_\_\_\_ [Name]  
\_\_\_\_\_ [Title]

5.64 RIGHT TO WITHHOLD PAYMENTS

In addition to all other rights and remedies of Owner hereunder and by virtue of law, Owner may withhold or nullify the whole or any part of any progress payment or up to 150% of the disputed amount from the final payment (see California Public Contract

Code § 7107(c)) to such extent as may reasonably be necessary to protect Owner from loss on account of:

**5.64.1** Defective work not remedied, irrespective of when any such work be found to be defective;

**5.64.2** Claims or liens filed or reasonable evidence indicating probable filing of claims or liens including, but not limited to, claims under California Labor Code §§ 1775, 1776, or 1777.7;

**5.64.3** Failure of Contractor to make payments properly for labor, materials, equipment, or other facilities, or to subcontractors and/or suppliers;

**5.64.4** A reasonable doubt that the work can be completed for the balance then unearned;

**5.64.5** A reasonable doubt that Contractor will complete the work within the agreed time limits;

**5.64.6** Costs to Owner resulting from failure of Contractor to complete the work within the proper time; or

**5.64.7 DAMAGE TO WORK OR PROPERTY.**

Whenever Owner shall, in accordance herewith, withhold any monies otherwise due Contractor, written notice of the amount withheld and the reasons therefor will be given Contractor. After Contractor has corrected the enumerated deficiencies, Owner will promptly pay to Contractor the amount so withheld. When monies are withheld to protect Owner against claims or liens of mechanics, suppliers, materialmen, subcontractors, etc., Owner may at its discretion permit Contractor to deliver a surety bond in terms and amount satisfactory to Owner, indemnifying Owner against any loss or expense, and upon acceptance thereof by Owner, Owner shall release to Contractor monies so withheld.

**5.65 WAIVER OF INTEREST**

Owner shall have no obligation to pay and Contractor hereby waives the right to recover interest with regard to monies that Owner is required to withhold by reason of judgment, order, statute or judicial process, or may withhold pursuant to the provisions of this Agreement.

**5.66 SATISFACTION OF CLAIMS AND LIENS**

Neither the final payment nor any part of the retained percentage shall become due until Contractor, if required, shall deliver to Owner, a complete release of all liens and claims arising out of this Agreement, or receipts in full in lieu thereof and, if required in either case, an affidavit that so far as it has knowledge or information the releases and receipts include all the labor and material for which a lien or claim could be filed; but Contractor may, if any subcontractor refuses to furnish a release or receipt

in full, furnish a bond satisfactory to Owner, to indemnify Owner against any lien or claim. If any lien or claim remains unsatisfied after all payments are made, Contractor shall refund to Owner all monies that the latter may be compelled to pay in discharging such a lien, or claim, including all costs and reasonable attorney's fees.

#### **5.67 ASSIGNMENT OF RIGHTS, TITLE AND INTEREST**

In accordance with California Public Contract Code § 7103.5, Contractor hereby offers and agrees to assign to Owner all rights, title, and interest in and to all causes of action it may have under § 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (Chapter 2 (commencing with § 16700) of part 2 of division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the Construction Provisions. This assignment shall be made and become effective at the time Owner tenders final payment to Contractor, without further acknowledgment by the parties.

#### **5.68 AVAILABILITY AND AUDIT OF INFORMATION**

**5.68.1** Owner's duly authorized representatives shall have, during the term of the Agreement and for two years thereafter, the right to inspect, copy and audit all of Contractor's and its subcontractors' accounts and records of all description, including but not limited to source documents and computer files, and to interview personnel, pertaining to the Agreement to verify or review the quantity, quality, work program and progress of the work, reimbursable costs, amounts claimed by Contractor, estimates of cost for fixed rates including those applicable to proposed changes, and for any other reasonable purposes.

**5.68.2** Contractor's and its subcontractors' accounts shall be kept in accordance with generally accepted accounting principles in the particular industry and shall be kept in such a manner and in sufficient detail to clearly disclose the nature and amounts of the different items of service and cost pertaining to the Agreement and the basis for charges or allocations to the Agreement. Contractor and its subcontractors shall preserve all such accounts and records for a period of two years after the term of the Agreement.

**5.68.3** Contractor shall include the necessary provisions in its subcontracts to ensure that its subcontractors comply with this provision.

**5.68.4** The parties acknowledge that this Agreement, and performance and payments under this Agreement, are subject to examination and audit by the State Auditor General for three years following final payment under this Agreement pursuant to California Government Code § 8546.7.

#### **5.69 HAZARDOUS MATERIALS**

The California Health and Safety Code requires businesses to provide warnings prior to exposing individuals to materials listed by the Governor as chemicals "known to cause cancer or reproductive toxicity." Owner may use chemicals on the Governor's



list at many of its facilities. In addition, many of these chemicals are present at non-Owner-owned facilities and locations. Accordingly, in performing the work or services contemplated under this Agreement, Contractor, its employees, agents, and subcontractors may be exposed to chemicals on the Governor's list. Contractor is responsible for notifying its employees, agents, and Subcontractors that work performed hereunder may result in exposures to chemicals on the Governor's list.

The Project may involve the removal of asbestos and lead paint. Contractor is responsible for reviewing the plans and specifications and the site conditions to properly assess the Project. To the extent the Project involves or requires the removal of asbestos and lead paint or other hazardous materials, Contractor shall be responsible for the removal and disposal of such material. Contractor shall comply with all local, state and federal laws involving the removal and disposal of such material and if not licensed to complete such work, shall contract with properly licensed subcontractors for the completion of the work.

#### **5.70 INTEGRATION**

The Construction Provisions constitute the sole, final, complete, exclusive and integrated expression and statement of the terms of this Agreement among the parties concerning the subject matter addressed herein, and supersedes all prior negotiations, representations or agreements, either oral or written, that may be related to the subject matter of this Agreement, except those other documents that are expressly referenced in the Construction Provisions.

#### **5.71 WAIVER**

The waiver at any time by any party of its rights with respect to a default or other matter arising in connection with this Agreement shall not be deemed a waiver with respect to any subsequent default or matter.

#### **5.72 REMEDIES NOT EXCLUSIVE**

The remedies provided in this Agreement are cumulative and not exclusive, and are in addition to any other remedies that may be provided by law or equity. The exercise by either party of any remedy under this Agreement shall be without prejudice to the enforcement of any other remedy.

#### **5.73 SEVERABILITY**

The invalidity, illegality or unenforceability of any provision of the Construction Provisions shall not render the other provisions unenforceable, invalid or illegal.

#### **5.74 GOVERNING LAW AND VENUE**

Except as otherwise required by law, this Agreement shall be interpreted, governed by, and construed under the laws of the State of California. El Dorado County

shall be the venue for any litigation concerning the enforcement or construction of this Agreement.

**5.75 NOTICES**

Any notice, demand, invoice or other communication required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. Mail and addressed as set forth below. Any party may change its address by notifying the other party in writing of the change of address.

OWNER:

CONTRACTOR:

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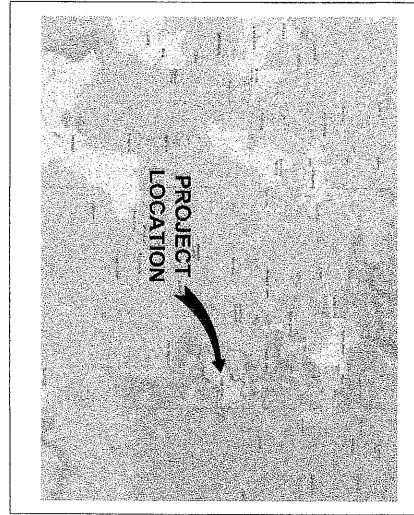
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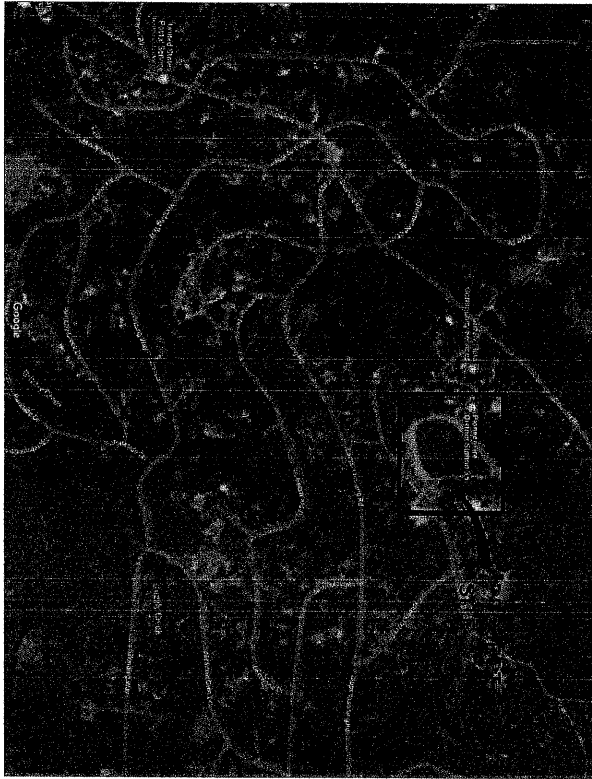
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LOCATION MAP



VICINITY MAP

# RESERVOIR LINER REPAIR PROJECT

IMPROVEMENT PLANS FOR:



**SHEET INDEX**

- 1 COVER SHEET
- 2 RESERVOIR LINER REPAIR
- 3 DETAILS

**CONTACTS:**

GRIZZLY FLATS CSD

H2O URBAN SOLUTIONS

Kim Gustafson  
 General Manager  
 (530) 822-8628  
 gfgustaf@grizzlyflats.net

Scott Myers, PE  
 District Engineer  
 (916) 888-4987  
 scottm@h2ourban.com



H2O URBAN SOLUTIONS  
 BY: *Scott Myers*  
 SCOTT MYERS, P.E.  
 DATE: 08/08/2023 FILE NO: C 51055  
 EXP DATE: 09/30/2023

APPROVED BY: \_\_\_\_\_  
 GRIZZLY FLATS CSD  
 DATE: \_\_\_\_\_

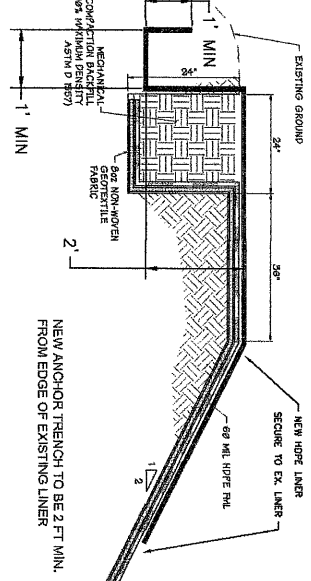
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BID SET

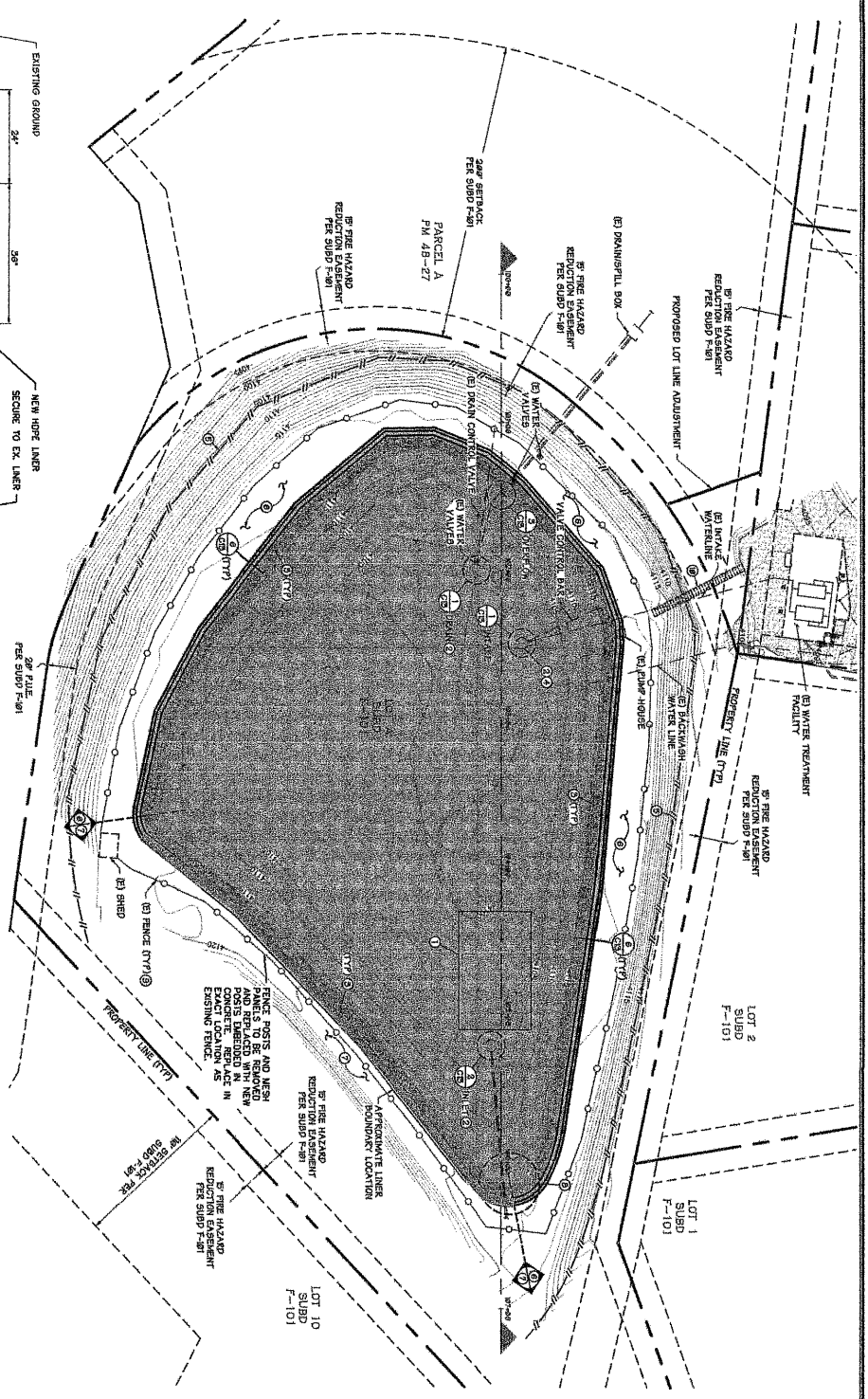
PROJECT NO.	GRIZZLY FLATS CSD Reservoir Liner Repair Project				DATE: 06/06/2023	NO.	DESCRIPTION	CHECKED BY	DATE
SHEET 01 OF 2	COVER SHEET		P.O. Box 553310 Suite Lake Tahoe, CA 96150 Phone: (916) 888-4987 E-mail: scott@h2ourban.com	4755 Siskiyou Rd. Grizzly Flats, CA 96142	DRAWN BY: SAM DESIGNED BY: CA CHECKED BY: SAM				

PK 145

**NEW ANCHOR TRENCH DETAIL**



**GFCSD RESERVOIR LINER REPAIR PLAN**



- CONSTRUCTION NOTES:**
1. CONTRACTOR SHALL USE PVC 5000 DR14 MATERIAL, WHERE PVC PIPE IS TO BE USED.
  2. CONTRACTOR SHALL REMOVE AND REPLACE EXISTING FENCING, AS NECESSARY, TO AVOID WORK AND AVOID DAMAGING FENCING, SAVORY FENCE LOCATION PRIOR TO REMOVAL, AND REPLACE IN SAME LOCATION, DEEPEN POST HOLES TO 3" WHEN NECESSARY.
  3. PROTECTION OF THE DRINKING WATER SUPPLY IS CRITICAL. CONTRACTOR TO PROVIDE TEMPORARY BARRIERS TO PREVENT ENTRY FROM FIELDS OR ANIMALS TO PROTECT DRINKING WATER QUALITY. AVOID HUMAN CONTACT WITH WATER. CONTRACTOR SHALL MAINTAIN A CLEAN WORK AREA AND SHALL CLEAN UP ALL DEBRIS AND WASTE MATERIALS OR OTHER TO PREVENT DIRT ON THE SURFACE OF THE LINER. CLEAN SOIL DEBRIS SHALL BE REMOVED WITH VACUUM.
  4. FINISH GRADE TO SLOPE WATER AWAY FROM RESERVOIR EDGE. DISPOSE OF EXCESS SPILL AS DIRECTED BY ENGINEER.

06/06/2023



**BID SET**

PROJECT NO.	GRIZZLY FLATS CSD Reservoir Liner Repair Project				DATE	06/06/2023	NO.	1	DESCRIPTION	CHECKED BY	APPROVED BY	DATE
SHEET	02 OF 2				RESERVOIR LINER REPAIR	SCALE	1"=40'	DRAWN BY	S. MYERS	CHECKED BY	S. MYERS	

PK 146