



South San Luis Obispo County
SANITATION DISTRICT

REQUEST FOR PROPOSALS

Trunk Sewer Cleaning and Inspection Project

Proposals Due: Wednesday, July 1, 2026

Release Date: June 2, 2026

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
REQUEST FOR PROPOSALS
FOR
TRUNK SEWER CLEANING AND INSPECTION PROJECT**

I. INSTRUCTION TO PROPOSERS

A. Receipt and Opening of Proposals

The South San Luis Obispo County Sanitation District (District) invites qualified firms to submit sealed proposals for contract services to clean and inspect the District’s trunk sewer system in Arroyo Grande, Grover Beach, and Oceano, California. Proposals will be received by the District’s Project Manager, Eileen Shields, via email by **5:00 PM PST on Wednesday, July 1, 2026**:

**Eileen Shields
eshields@ardurra.com**

Electronic proposal should be in PDF format and clearly titled with your firm name and the project name as follows:

Proposal for SSLOCSD Trunk Sewer Cleaning and Inspection Project

If the proposal file is larger than 20 GB, provide link to FTP or file transfer site for download. Alternatively, a portable drive with PDF file can be mailed to the District. Contact the District’s Project Manager for the mailing address. Packages must be received by 5:00 PM PST on Wednesday, July 1, 2026. The District will not accept faxed copies of the submittals.

Proposals will not be opened publicly. Any proposal received after the established closing date and time will not be accepted and will be returned to the proposer unopened.

A copy of the RFP, including requirements for the proposals, may be obtained through the District’s website at sslocsd.org. Proposals may be withdrawn upon written request at any time prior to the established closing date and time. The proposer or the proposer’s authorized agent must sign such request.

B. Examination of Requirements

Each proposer must carefully examine the requirements of the RFP. Each proposer shall meet all the terms and conditions of the RFP. By submitting a proposal, the proposer acknowledges acceptance of all provisions of the RFP.

C. Communications

All timely requests for information submitted in writing will receive a written response from the District. Any oral communication shall not be binding on the District. All requests

for information must be provided in writing and directed to the District’s Project Manager: Eileen Shields at eshields@ardurra.com. To be considered, all requests for information must be received by 5:00 PM PST on Monday, June 15, 2026. Responses and Addenda will be posted on the District’s website by Monday, June 22, 2026.

II. BACKGROUND

A. Project Background

The District owns and operates a wastewater treatment plant (WWTP) in Oceano, California, that provides treatment and disposal of wastewater collected from the cities of Arroyo Grande and Grover Beach as well as the Oceano Community Services District (Oceano CSD). On average, approximately 2.3 million gallons per day (MGD) of wastewater is generated by these communities. The WWTP is designed to handle a maximum month average flow rate of 5.1 MGD and provides secondary treatment and disinfection prior to discharge to the ocean.

Wastewater is conveyed from the member agencies to the WWTP via a trunk sewer collection system. The District’s trunk sewer collection system consists of approximately 8.6 mi of 15-in. to 30-in. diameter trunk sewer gravity mains. **Table 1** summarizes the District’s collection system by pipeline material and diameter and **Attachment B** provides an overview of the District’s collection system.

Table 1: Trunk Sewer Collection System Pipeline Summary					
Diameter (in.)	Pipeline Material and Length (mi)				Total (mi)
	Steel	Asbestos Cement	Vitrified Clay	PVC	
15	0.03	-	0.64	-	0.67
16	0.04	-	-	-	0.04
18	0.01	1.41	0.94	0.29	2.65
21	-	-	0.47	-	0.47
24	-	0.90	0.93	0.15	1.98
27	-	2.02	0.07	-	2.09
30	-	0.69	-	-	0.69
Total (mi)	0.08	5.02	3.05	0.43	8.59

B. Project Goals

The primary goal of the Trunk Sewer Cleaning and Inspection Project is to document the condition of the trunk sewer system. The inspection report will be evaluated to develop an updated capital improvement plan with recommended prioritization, budgetary costs, and schedule.

Project objectives include the following:

- Clean the entire trunk sewer system
- Perform CCTV inspection of the entire trunk sewer system, and evaluate and grade sewer condition using NASSCO's Pipeline Assessment Certification Program (PACP™) coding system to document conditions/defects
- Perform trunk sewer manhole inspections and record per NASSCO Manhole Assessment Certification Program (MACP™)
- Proposers may propose additional services that supplement the cleaning and condition assessment objectives. Clearly identify any additional services as optional and define the scope, approach, and associated additional costs.

III. REQUESTED SERVICES

A. General Scope of Services

The minimum scope of work to meet project objectives is described below. Proposers are encouraged to review the requirements of the RFP, examine reference documents, and develop a scope of services suited to the Project. Additional services may be considered but should be presented separately as optional tasks.

Task 1. Project Management

The consultant is expected to perform general project management duties, including but not limited to:

1. Coordinate and attend a Kickoff Meeting with District staff to review the scope of work as well as set expectations for communication, traffic control, cleaning operations and inspection.
2. Provide a weekly status report to the District. This report shall include progress in the last week, anticipated progress for the upcoming week, overall schedule update, and issues encountered in the field.
3. Present and discuss final summary report findings with District staff.
4. Manage, administer, and coordinate work of all subconsultants, as applicable.

Task 2. Data Gathering and Review

Review sewer maps, GIS, and other available information to understand trunk sewer system characteristics. The data expected to be collected and reviewed includes, but is not limited to:

- Trunk sewer atlas
- Trunk sewer line segment inventory
- Historical maintenance records and known trouble areas
- Existing flow data

Task 3. Inspection Plan/Traffic Planning

Based on the results of the kickoff meeting and Task 2, the consultant shall create an inspection plan. The inspection plan will include the equipment to be utilized, schedule of inspections, coordination with Engineer, District and any subconsultants, traffic control and encroachment permit planning, deliverables, project team, daily reporting requirements, QA/QC plan, and public notifications. The inspection plan will be used as the guideline for all inspections.

As part of the inspection plan, the consultant shall perform a site reconnaissance and traffic control plans and encroachment permits shall be generated and submitted to the appropriate entity.

Consultant will be responsible for notifying residents and businesses of upcoming work using flyers, signage, etc.

Task 4. Cleaning Operations

Cleaning operations should be completed by flow area/map page, from upstream to downstream. Cleaning will start at the highest point upstream and proceed downstream along each flow run until that run is completed. Cleaning truck should be set up at the downstream manhole and clean upstream until all debris is removed. A minimum of two cleaning passes per pipe segment will be required. A debris log will be maintained noting the amount and composition of the debris removed.

Any blockages discovered in the field will be reported to the District immediately via phone upon discovery with a follow up email the same business day.

The District will allow wash water from cleaning operations to be decanted back into the sewer system. The District will allow solids from cleaning operations to be dumped into a sludge drying bed at the WWTP.

Consultant shall be responsible for all costs to procure water required for the cleaning operations as well as all traffic control costs required to safely perform the work.

Task 5. CCTV Sewer Inspection

CCTV inspection should follow immediately behind the cleaning operations. Inspections should start at the most upstream portion of the system and work downstream in a logical fashion until all inspections are completed. Trucks and equipment should be set up at manholes that will be of less impact to traffic, customers, or environmentally sensitive areas. The appropriate platform (tractor or float) and type of camera for the pipelines being inspected will be utilized. Camera speed shall not exceed 30 feet per minute. Pipeline condition/defects should be PACP-coded as the pipeline is being inspected. If a blockage is observed that prevents completion of an inspection, a reverse inspection should be attempted, and the pipe segment should be placed on a reclean list.

Inspections can be performed at night to take advantage of lower flows.

Any critical issues discovered in the field (collapses, blockages, etc.) will be reported to the District immediately via email and phone upon discovery.

The inspection data will be QA/QC'd weekly and provided to the District. Any issues will be fixed promptly before the data is delivered to District. Work will be continuously reviewed as it is inspected, generating condition information and required repairs that will go into the final summary report.

Task 6. Manhole Inspection

Perform NASSCO Manhole Assessment Certification Program (MACP™) Level 1 inspection of trunk sewer manholes. The inspection report should provide condition assessment information to evaluate the general condition of each manhole. Record defects using NASSCO's MACP-compliant inspection form. In addition to defects, measure and record the rim to invert distance, pipe sizes, and flow line elevations. Provide photographic documentation.

B. Other Recommended/Optional Tasks

Important aspects of the project may require additional attention. Therefore, the Consultant is encouraged to identify, discuss, and develop a proposed scope/fee for additional work that they believe, in their professional judgement, to be necessary. The proposal shall clearly identify optional tasks, and fees for optional tasks shall be clearly delineated from the base fee.

C. Reports and Documentation

Provide updated inspection summary log weekly. Inspection summary log shall identify progress of cleaning and inspections with manhole identifications consistent with the District's sewer atlas. Submit a Draft and Final summary report documenting all work performed. Submit final versions of backup items for the District's future use, such as the cleaning logs, CCTV inspection videos, and PACP condition reports, in digital formats usable by the District.

IV. PROJECT SCHEDULE

The anticipated project schedule is summarized below. The dates are tentative and subject to change.

Issue RFP	Tuesday, June 2, 2026
Written Questions Due	Monday, June 15, 2026, 5:00 PM PST
Responses to Questions Posted	Monday, June 22, 2026, 5:00 PM PST
Proposals Due	Wednesday, July 1, 2026, 5:00 PM PST

Consultant Interviews (at the District’s Option)	July, TBD
Consultant Selection / Board Approval	August
Notice to Proceed	August - September

The Project work should be completed within a maximum duration of 60 working days from the time of Notice to Proceed.

V. GENERAL TERMS AND CONDITIONS

A. Proposal Requirements

1. Content: The proposal shall be concise, well organized, and demonstrate the proposer’s understanding of the Project and their applicable qualifications and experience. The proposal shall be limited to materials needed to convey the requirements of this RFP. Proposals should include the minimum Proposal Content as described in Section VI. Any additional materials that will support your proposal may be included. However, if they do not directly address the stated requirements, please include them in a separate appendix. The District will consider all material submitted but concentrate on that which addresses the District’s Project requirements.
2. Subconsultants: Identify all subconsultants to be used during the term of the Project and provide a list of responsible staff and their qualifications. The Prime Consultant in the proposal shall be responsible for a minimum of 80% of the Project work.
3. Insurance: The consultant shall obtain at their own cost an insurance policy meeting the District’s requirements as described in the Standard Agreement (Appendix A).
4. Consultant’s Compensation: Submit the fee proposal using the quote sheet in Attachment C. The Consultant’s fee shall include all items described in this scope of work, with optional items (if applicable) shown separately.
5. Commitment: The proposal shall be signed by an individual with power to bind the company in its proposal. Parts or the entire proposal will be the basis for the contract for the work.
6. Statement of Contract Disqualifications: Consultant shall include a signed statement of whether it or any of its employees or officers who have a proprietary interest in it has ever been disqualified, removed, or otherwise prevented from proposing on or completing a municipal government project for any reason. If so, provide a description and explanation of the circumstances.
7. Exceptions: Consultant shall certify that they take no exceptions to this RFP, including but not limited to the provisions of the District’s Standard Agreement (Appendix A). If the Consultant takes any exceptions, identify the specific portion and provide a full explanation.

B. Contract Award and Execution

1. The District reserves the right to reject any or all responses to this RFP, to waive any insubstantial irregularities in this RFP or any proposal, to negotiate with all qualified sources, or to cancel in part or in its entirety this RFP.
2. If a contract cannot be negotiated with a selected Consultant for any reason, the District reserves the right to select the next most qualified proposer.
3. The District reserves discretion to determine the ability, competency, and responsibility of the Consultant. Before award, Consultant may be required to furnish evidence of capability to adequately perform the work in a timely manner as deemed necessary by the District.
4. The District reserves the right to interview proposers as needed.
5. The Consultant shall provide proof of insurance in the coverages and amounts specified in the Standard Agreement (included in Appendix A) within 5 calendar days after notice of selection as a precondition to contract execution and issuance of a Notice to Proceed.
6. Even if selected, the District reserves the right to terminate any agreement reached with the selected firm at any time and in an appropriate manner.

VI. PROPOSAL CONTENT AND SELECTION PROCESS**A. Proposal Content**

1. Cover Letter/Executive Summary
2. Experience and References
 - Include a minimum of three references for similar projects. Provide summary of project and a reference contact name, phone number, and email address.
3. Project Organization and Key Personnel
4. Project Understanding and Proposed Scope of Work
5. Proposed Fee and Rate Schedule
6. Proposed Project Schedule with estimated duration for full completion
7. Acknowledgement, Exceptions, Disqualifications, Insurance Certification

B. Proposal Evaluation and Consultant Selection

The selection will be qualifications-based. Proposals will be scored as follows:

Criteria	Possible Points
Relevant Experience	30
Project Understanding and Scope of Work	30
Project Schedule	10
Total Price	30
Total	100

Upon evaluation of the proposals, the District will determine the top firm(s) they feel are most qualified for this Project based on clarity of the proposal and experience. Interviews may be conducted at the District’s discretion. Upon selection of the top-ranked proposer, the District will work to negotiate the contract with the selected proposer. If the contract negotiation is not successful, the District will work to negotiate with the second-ranked proposer.

VII. ATTACHMENTS

- A. SSLOCS D Standard Professional Services Agreement**
- B. Trunk Sewer System Overview Map**

The District’s sewer atlas may be provided as a reference upon request. Submit request via email as directed for questions and information.

- C. Quote Sheet**

Attachment A
SSLOCSD Standard Agreement

**SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT
PROFESSIONAL SERVICES AGREEMENT
WITH**

THIS AGREEMENT is made and entered into this ___ day of _____, 20__ (“Effective Date”), by and between the SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT, a municipal corporation (“District”), and _____, a [state] [type of corporation] (“Consultant”).

WITNESSETH:

A. WHEREAS, District proposes to utilize the services of Consultant as an independent contractor to _____, as more fully described herein; and

B. WHEREAS, Consultant represents that it has that degree of specialized expertise contemplated within California Government Code Section 37103, and holds all necessary licenses to practice and perform the services herein contemplated; and

C. WHEREAS, District and Consultant desire to contract for the specific services described in Exhibit “A” (the “Project”) and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. WHEREAS, no official or employee of District has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Services. Consultant shall provide the professional services described in the Consultant’s Proposal (“Proposal”), attached hereto as Exhibit “A” and incorporated herein by this reference.

1.2. Professional Practices. All professional services to be provided by Consultant pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professional consultants in similar fields and circumstances in accordance with sound professional practices. Consultant also warrants that it is familiar with all laws that may affect its performance of this Agreement and shall advise District of any changes in any laws that may affect Consultant’s performance of this Agreement. Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. Officers and employees shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this section.

1.3. Performance to Satisfaction of District. Consultant agrees to perform all the work to the complete satisfaction of the District and within the hereinafter specified. Evaluations of the work will be done by the District Administrator or his or her designee. If the quality of work is not satisfactory, District in its discretion has the right to:

- (a) Meet with Consultant to review the quality of the work and resolve the matters of concern;
- (b) Require Consultant to repeat the work at no additional fee until it is satisfactory; and/or
- (c) Terminate the Agreement as hereinafter set forth.

1.4. Warranty. Consultant warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation insurance and safety in employment; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement. Consultant shall indemnify and hold harmless District from and against all claims, demands, payments, suits, actions, proceedings, and judgments of every nature and description including attorneys' fees and costs, presented, brought, or recovered against District for, or on account of any liability under any of the above-mentioned laws, which may be incurred by reason of Consultant's performance under this Agreement.

1.5. Non-discrimination. In performing this Agreement, Consultant shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical handicap, medical condition, marital status, sexual gender or sexual orientation, except as permitted pursuant to Section 12940 of the Government Code. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

Consultant shall, in all solicitations and advertisements for employees placed by, or on behalf of, Consultant, state that all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, marital status, national origin, or mental or physical disability. Consultant shall cause the paragraphs contained in this Section to be inserted in all subcontracts for any work covered by the Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

1.6. Non-Exclusive Agreement. Consultant acknowledges that District may enter into agreements with other consultants for services similar to the services that are subject to this Agreement or may have its own employees perform services similar to those services contemplated by this Agreement.

1.7. Delegation and Assignment. This is a personal service contract, and the duties set forth herein shall not be delegated or assigned to any person or entity without the prior written consent of District. Consultant may engage a subcontractor(s) as permitted by law and may employ other personnel to perform services contemplated by this Agreement at Consultant's sole cost and expense. All insurance requirements contained in this Agreement are independently applicable to any and all subcontractors that Consultant may engage during the term of this Agreement.

1.8. Confidentiality. Employees of Consultant in the course of their duties may have access to financial, accounting, statistical, and personnel data of private individuals and employees of District. Consultant covenants that all data, documents, discussion, or other information developed or received by Consultant or provided for performance of this Agreement are deemed confidential and shall not be disclosed by Consultant without written authorization by District. District shall grant such authorization if disclosure is required by law. All District data shall be returned to District upon the termination of this Agreement. Consultant's covenant under this Section shall survive the termination of this Agreement.

2.0. COMPENSATION AND BILLING

2.1. Compensation. Consultant shall be paid in accordance with the fee schedule set forth in Exhibit "A." Consultant's total compensation shall not exceed _____ Dollars (\$ _____.00).

2.2. Additional Services. Consultant shall not receive compensation for any services provided outside the scope of services specified in the Consultant's Proposal or which is inconsistent with or in violation of the provisions of this Agreement unless the District or the Project Manager for this Project, prior to Consultant performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the District request in writing additional services that increase the hereinabove described "SCOPE OF SERVICES", an additional fee based upon the Consultant's standard hourly rates shall be paid to the Consultant for such additional services. Such increase in additional fees shall be limited to 25% of the total contract sum or \$25,000 whichever is more. The District Engineer is authorized to approve a Change Order for such additional services.

2.3. Method of Billing. Consultant may submit invoices to the District for approval on a progress basis, but no more often than two times a month. Said invoice shall be based on the total of all Consultant's services which have been completed to District's sole satisfaction. District shall pay Consultant's invoice within forty-five (45) days from the date District receives said invoice. Each invoice shall describe in detail, the services performed, the date of performance, and the associated time for completion. Any additional services approved and performed pursuant to this Agreement shall be designated as "Additional Services" and shall identify the number of the authorized change order, where applicable, on all invoices.

2.4. Records and Audits. Records of Consultant's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to District or its Project Manager for inspection and/or audit at mutually convenient times for a period of three (3) years from the Effective Date.

3.0. TIME OF PERFORMANCE

3.1. Commencement and Completion of Work. The professional services to be performed pursuant to this Agreement shall commence within five (5) days from the Effective Date of this Agreement. Said services shall be performed in strict compliance with the Project Schedule approved by District as set forth in Exhibit "A."

3.2. Excusable Delays. Neither party shall be responsible for delays or lack of performance resulting from acts beyond the reasonable control of the party or parties. Such acts shall include, but not be limited to, acts of God, fire, strikes, material shortages, compliance

with laws or regulations, riots, acts of war, or any other conditions beyond the reasonable control of a party. If a delay beyond the control of the Consultant is encountered, a time extension may be mutually agreed upon in writing by the District and the Consultant. The Consultant shall present documentation satisfactory to the District to substantiate any request for a time extension.

4.0. TERM AND TERMINATION

4.1. Term. This Agreement shall commence on the Effective Date and continue for a period of _____ months, ending on _____, 20____, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

4.2. Notice of Termination. The District reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time, by providing at least fifteen (15) days prior written notice to Consultant. The termination of this Agreement shall be deemed effective upon receipt of the notice of termination. In the event of such termination, Consultant shall immediately stop rendering services under this Agreement unless directed otherwise by the District. If the District suspends, terminates or abandons a portion of this Agreement such suspension, termination or abandonment shall not make void or invalidate the remainder of this Agreement.

If the Consultant defaults in the performance of any of the terms or conditions of this Agreement, it shall have ten (10) days after service upon it of written notice of such default in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the District shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

The District shall have the right, notwithstanding any other provisions of this Agreement, to terminate this Agreement, at its option and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement, immediately upon service of written notice of termination on the Consultant, if the latter should:

- a. Be adjudged a bankrupt;
- b. Become insolvent or have a receiver of its assets or property appointed because of insolvency;
- c. Make a general assignment for the benefit of creditors;
- d. Default in the performance of any obligation or payment of any indebtedness under this Agreement;
- e. Suffer any judgment against it to remain unsatisfied or unbonded of record for thirty (30) days or longer; or
- f. Institute or suffer to be instituted any procedures for reorganization or rearrangement of its affairs.

4.3. Compensation. In the event of termination, District shall pay Consultant for

reasonable costs incurred and professional services satisfactorily performed up to and including the date of District's written notice of termination within thirty-five (35) days after service of the notice of termination. Compensation for work in progress shall be prorated based on the percentage of work completed as of the effective date of termination in accordance with the fees set forth herein. In ascertaining the professional services actually rendered hereunder up to the effective date of termination of this Agreement, consideration shall be given to both completed work and work in progress, to complete and incomplete drawings, and to other documents pertaining to the services contemplated herein whether delivered to the District or in the possession of the Consultant. District shall not be liable for any claim of lost profits.

4.4. Documents. In the event of termination of this Agreement, all documents prepared by Consultant in its performance of this Agreement including, but not limited to, finished or unfinished design, development and construction documents, data studies, drawings, maps and reports, shall be delivered to the District within ten (10) days of delivery of termination notice to Consultant, at no cost to District. Any use of uncompleted documents without specific written authorization from Consultant shall be at District's sole risk and without liability or legal expense to Consultant.

5.0. INSURANCE

5.1. Minimum Scope and Limits of Insurance. Consultant shall obtain, maintain, and keep in full force and effect during the life of this Agreement all the following minimum scope of insurance coverages with an insurance company admitted to do business in California, rated "A," Class X, or better in the most recent Best's Key Insurance Rating Guide, and approved by District:

- (a) Broad-form commercial general liability, in a form at least as broad as ISO form #CG 00 01 04 13, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or shall be twice the required occurrence limit. If Consultant maintains higher limits than the specified minimum limits, District requires and shall be entitled to coverage for the high limits maintained by the Consultant.
- (b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than One Million Dollars (\$1,000,000.00), combined single limits, each incident for bodily injury and property damage.
- (c) Workers' compensation insurance as required by the State of California and Employers Liability Insurance with a minimum limit of \$1,000,000 per accident for any employee or employees of Consultant. Consultant agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the District, its officers, agents, employees, and volunteers for losses arising from work performed by Consultant for the District and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

Before execution of this Agreement by the District, the Consultant shall file with the Public Works Director/District Engineer the following signed certification:

I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.

The Consultant shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining, in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the Public Works Director/District Engineer before execution of this Agreement by the District. The District, its officers and employees shall not be responsible for any claims in law or equity occasioned by failure of the consultant to comply with this section.

- (d) Professional errors and omissions ("E&O") liability insurance with policy limits of not less than One Million Dollars (\$1,000,000.00), combined single limits, per occurrence and aggregate. Architects' and engineers' coverage shall be endorsed to include contractual liability. If the policy is written as a "claims made" policy, the retro date shall be prior to the start of the contract work. Consultant shall obtain and maintain said E&O liability insurance during the life of this Agreement and for three years after completion of the work hereunder.

Neither the DISTRICT nor any of its elected or appointed officials, officers, agents, employees, or volunteers makes any representation that the types of insurance and the limits specified to be carried by Consultant under this Agreement are adequate to protect Consultant. If Consultant believes that any such insurance coverage is insufficient, Consultant shall provide, at its own expense, such additional insurance as Consultant deems adequate.

5.2. Endorsements. The commercial general liability insurance policy and business automobile liability policy shall contain or be endorsed to contain the following provisions as worded below.

- (a) Additional insureds: "The South San Luis Obispo County Sanitation District and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Consultant pursuant to its contract with the District; products and completed operations of the Consultant; premises owned, occupied or used by the Consultant; automobiles owned, leased, hired, or borrowed by the Consultant."
- (b) Notice: "Consultant shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. In the event of any cancellation or reduction in coverage or limits of any insurance, Consultant shall forthwith obtain and

submit proof of substitute insurance. Should Consultant fail to immediately procure other insurance, as specified, to substitute for any canceled policy, the District may procure such insurance at Consultant's sole cost and expense."

- (c) Other insurance: "The Consultant's insurance coverage shall be primary insurance as respects the South San Luis Obispo County Sanitation District, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the South San Luis Obispo County Sanitation District shall be excess and not contributing with the insurance provided by this policy."
- (d) Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the South San Luis Obispo County Sanitation District, its officers, officials, agents, employees, and volunteers.
- (e) The Consultant'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.

5.3. Deductible or Self-Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by District. No policy of insurance issued as to which the District is an additional insured shall contain a provision which requires that no insured except the named insured can satisfy any such deductible or self-insured retention.

5.4. Certificates of Insurance. Consultant shall provide to District certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by District, prior to performing any services under this Agreement. The certificates of insurance and endorsements shall be attached hereto as Exhibit "B" and incorporated herein by this reference.

5.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way, the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

6.0. GENERAL PROVISIONS

6.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing and signed by the parties in interest at the time of such modification. The terms of this Agreement shall prevail over any inconsistent provision in any other contract document appurtenant hereto, including exhibits to this Agreement.

6.2. Representatives. The District Administrator or his or her designee shall be the representative of District for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the District, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Consultant shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of

Consultant called for by this Agreement, except as otherwise expressly provided in this Agreement.

6.3. Project Managers. District shall designate a Project Manager to work directly with Consultant in the performance of this Agreement. It shall be the Consultant's responsibility to assure that the Project Manager is kept informed of the progress of the performance of the services and the Consultant shall refer any decision, which must be made by District, to the Project Manager. Unless otherwise specified herein, any approval of District required hereunder shall mean the approval of the Project Manager.

Consultant shall designate a Project Manager who shall represent it and be its agent in all consultations with District during the term of this Agreement and who shall not be changed by Consultant without the express written approval by the District. Consultant or its Project Manager shall attend and assist in all coordination meetings called by District.

6.4. Notices. Any notices, documents, correspondence or other communications concerning this Agreement, or the work hereunder may be provided by personal delivery, facsimile or if mailed, shall be addressed as set forth below and placed in a sealed envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; b) at the time of transmission if such communication is sent by facsimile; and c) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONSULTANT:

Tel: _____
Fax: _____
Attn: _____

IF TO DISTRICT:

South San Luis Obispo County
Sanitation District
1600 Aloha Place
Oceano, CA 93445
Tel: 805-489-6666
Fax: _____
Attn: _____

6.5. Attorneys' Fees. In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

6.6. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in San Luis Obispo County, California. Consultant agrees to submit to the personal jurisdiction of such court in the event of such action.

6.7. Assignment. Consultant shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Consultant's interest in this Agreement without District's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this

Agreement. Regardless of District's consent, no subletting or assignment shall release Consultant of Consultant's obligation to perform all other obligations to be performed by Consultant hereunder for the term of this Agreement.

6.8. Indemnification and Hold Harmless. Consultant agrees to defend, indemnify, hold free and harmless the District, its elected and appointed officials, officers, agents and employees, at Consultant's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings arising out of, pertaining to, or relating to the performance of Consultant brought against the District, its elected and appointed officials, officers, agents and employees arising out of the performance of the Consultant, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply -whenever any claim, action, complaint or suit asserts liability against the District, its elected and appointed officials, officers, agents and employees based upon the performance of the Consultant, its employees, and/or authorized subcontractors under this Agreement, whether or not the Consultant, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Consultant shall not be liable for the defense or indemnification of the District for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the District. This provision shall supersede and replace all other indemnity provisions contained either in the District's specifications or Consultant's Proposal, which shall be of no force and effect.

6.9. Independent Contractor. Consultant is and shall be acting at all times as an independent contractor and not as an employee of District. Consultant shall have no power to incur any debt, obligation, or liability on behalf of District or otherwise act on behalf of District as an agent. Neither District nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not, at any time, or in any manner, represent that it or any of its employees are in any manner agents or employees of District. Consultant shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Consultant and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Consultant shall indemnify and hold District harmless from any and all taxes, assessments, penalties, and interest asserted against District by reason of the independent contractor relationship created by this Agreement. Consultant further agrees to indemnify and hold District harmless from any failure of Consultant to comply with the applicable worker's compensation laws. District shall have the right to offset against the amount of any fees due to Consultant under this Agreement any amount due to District from Consultant as a result of Consultant's failure to promptly pay to District any reimbursement or indemnification arising under this paragraph.

6.10. PERS Eligibility Indemnification. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the District, Consultant shall indemnify, defend, and hold harmless District for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of District.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors

providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by District, including but not limited to eligibility to enroll in PERS as an employee of District and entitlement to any contribution to be paid by District for employer contribution and/or employee contributions for PERS benefits.

6.11. Cooperation. In the event any claim or action is brought against District relating to Consultant's performance or services rendered under this Agreement, Consultant shall render any reasonable assistance and cooperation which District might require.

6.12. Ownership of Documents. All findings, reports, documents, information and data including, but not limited to, computer tapes or discs, preliminary notes, working documents, files and tapes furnished or prepared by Consultant or any of its subcontractors in the course of performance of this Agreement, shall be and remain the sole property of District. Consultant agrees that any such documents or information shall not be made available to any individual or organization without the prior consent of District but shall be made available to the District within ten (10) days of request or within ten (10) days of termination. Any use of such documents for other projects not contemplated by this Agreement, and any use of incomplete documents, shall be at the sole risk of District and without liability or legal exposure to Consultant. District shall indemnify and hold harmless Consultant from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from District's use of such documents for other projects not contemplated by this Agreement or use of incomplete documents furnished by Consultant. Consultant shall deliver to District any findings, reports, documents, information, data, preliminary notes and working documents, in any form, including but not limited to, computer tapes, discs, files audio tapes or any other Project related items as requested by District or its authorized representative, at no additional cost to the District. Consultant or Consultant's agents shall execute such documents as may be necessary from time to time to confirm District's ownership of the copyright in such documents.

6.13. Public Records Act Disclosure. Consultant has been advised and is aware that this Agreement and all reports, documents, information, and data, including, but not limited to, computer tapes, discs, or files furnished or prepared by Consultant, or any of its subcontractors, pursuant to this Agreement and provided to District may be subject to public disclosure as required by the California Public Records Act (California Government Code Section 7920.000 *et seq.*). Exceptions to public disclosure may be those documents or information that qualify as trade secrets, as that term is defined in the California Government Code Section 7924.510(f), and of which Consultant informs District of such trade secret. The District will endeavor to maintain as confidential all information obtained by it that is designated as a trade secret. The District shall not, in any way, be liable or responsible for the disclosure of any trade secret including, without limitation, those records so marked if disclosure is deemed to be required by law or by order of the Court.

6.14. Conflict of Interest. Consultant and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Consultant's services under this agreement, including, but not limited to, the Political Reform Act (Government Code Sections 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Consultant and its officers, employees, associates and subconsultants shall not, without the prior written approval of the District Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subconsultants to abstain from a decision under this Agreement pursuant to a conflict of interest statute.

6.15. Responsibility for Errors. Consultant shall be responsible for its work and results under this Agreement. Consultant, when requested, shall furnish clarification and/or explanation as may be required by the District's representative, regarding any services rendered under this Agreement at no additional cost to District. In the event that an error or omission attributable to Consultant occurs, then Consultant shall, at no cost to District, provide all necessary design drawings, estimates and other Consultant professional services necessary to rectify and correct the matter to the sole satisfaction of District and to participate in any meeting required with regard to the correction.

6.16. Prohibited Employment. Consultant will not employ any regular employee of District while this Agreement is in effect.

6.17. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, the conflict shall be resolved by giving precedence in the following order, if applicable: This Agreement, the District's Request for Proposals, the Consultant's Proposal.

6.18. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

6.19. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of District and Consultant and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

6.20. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

6.21. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

6.22. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

6.23. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right

or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

6.24. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

6.25. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

6.26. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT,
A public agency

_____ Date: _____
[Chair or District Administrator]

ATTEST:

Clerk of the Board
South San Luis Obispo County Sanitation District

CONSULTANT

Signature

Date: _____

Name and Title

Social Security or Taxpayer ID Number

APPROVED AS TO FORM:

Keith F. Collins, District Legal Counsel

Date: _____

EXHIBIT A
CONSULTANT'S PROPOSAL AND SCOPE OF WORK

EXHIBIT B

CERTIFICATES OF INSURANCE AND ENDORSEMENTS

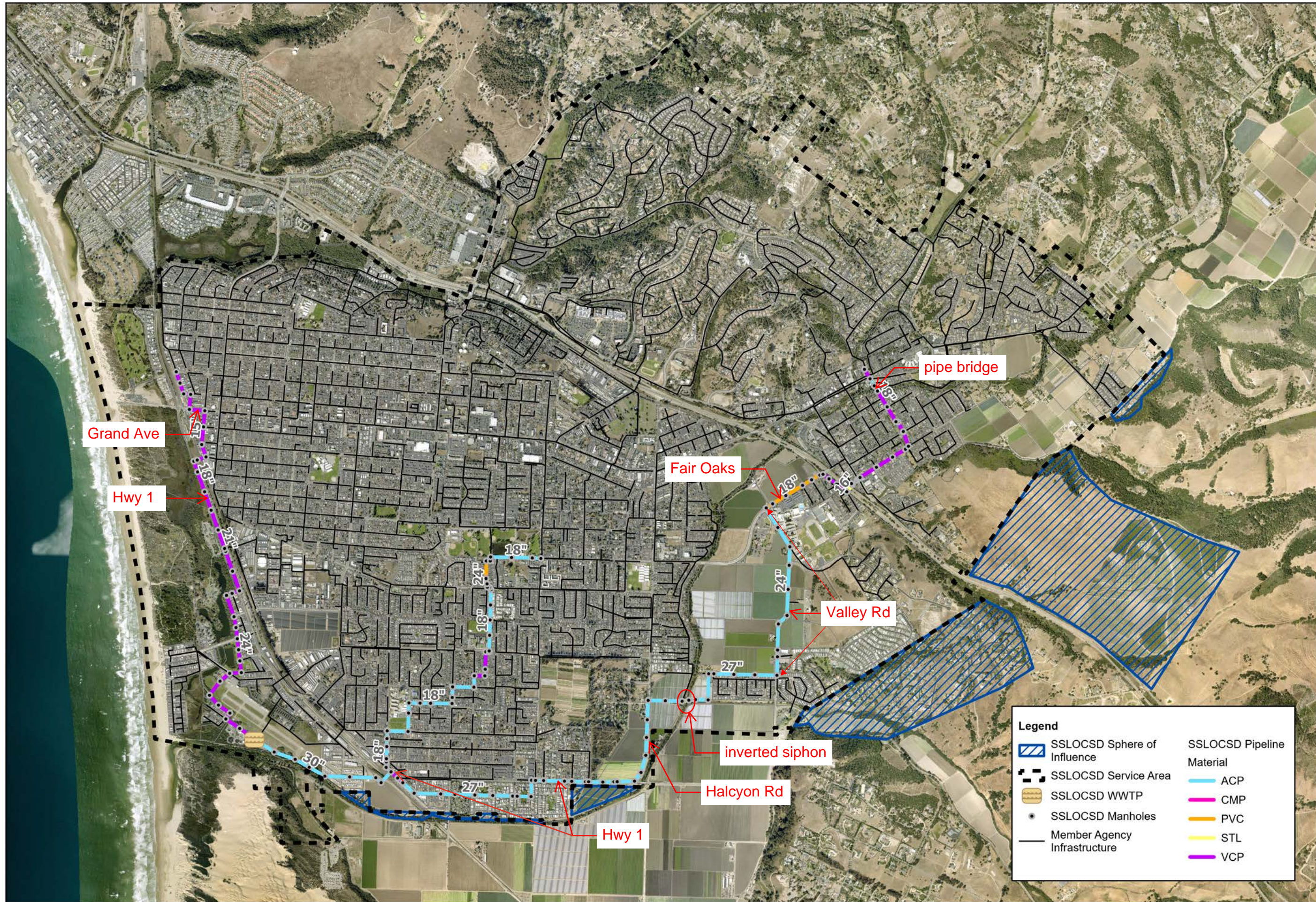
Attachment B
Trunk Sewer System Overview Map



South San Luis Obispo County Sanitation District

Trunk Sewer Capacity Study

Figure 5-1: District Collection System Overview

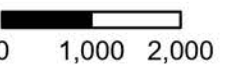


Legend

SSLOCSD Sphere of Influence	SSLOCSD Pipeline Material
SSLOCSD Service Area	ACP
SSLOCSD WWTTP	CMP
SSLOCSD Manholes	PVC
Member Agency Infrastructure	STL
	VCP



1 inch = 2,000 Feet



Attachment C
Quote Sheet

South San Luis Obispo County Sanitation District
Trunk Sewer Cleaning and Inspection Project
 June 2, 2026

FROM: COMPANY: _____

ADDRESS: _____

TELEPHONE: _____ EMAIL: _____

Price for all work required by this RFP shall be included in the total price. If work is not explicitly part of Items 1 -11, include the price in one of the line items.

Item No.	Description	Estimated Quantity	Unit	Unit Price	Extended Price
1	Mobilization/Demobilization	1	LS		
2	Encroachment Permit & Traffic Control - CalTrans	1	LS		
3	Encroachment Permit & Traffic Control – City/County	1	LS		
4	Cleaning of 15- to 18-Inch Pipe	17,742	LF		
5	Inspection of 15- to 18-Inch Pipe	17,742	LF		
6	Cleaning of 21- to 24-Inch Pipe	12,936	LF		
7	Inspection of 21- to 24-Inch Pipe	12,936	LF		
8	Cleaning of 27- to 30-Inch Pipe	14,680	LF		
9	Inspection of 27- to 30-Inch Pipe	14,680	LF		
10	Manhole Inspections	156	EA		
11	Preliminary & Final Reports	1	LS		
Total Price for Items 1 - 11					

Proposer's cost meets all requirements of the RFP without exception YES ___ NO ___

If NO, please list all exceptions to the RFP:

Provide rates for the following to allow for additions if needed and at the District's discretion. The Consultant shall not perform work outside the base scope of work without written authorization from the District. Unit prices for additional services, if elected, shall remain valid for the duration of the contract.

Item No.	Description	Unit	Unit Price
A-1	Removal of heavy debris, sediment or other obstructions requiring specialized equipment	HR	
A-2	Root cutting & removal	HR	
A-3	Additional Cleaning of Pipe 15–18 Inch	LF	
A-4	Additional Cleaning of Pipe 21–24 Inch	LF	
A-5	Additional Cleaning of Pipe 27–30 Inch	LF	
A-6	Additional CCTV inspection	LF	
A-7	Sonar inspection	LF	
A-8	Night Work Differential Premium	HR	
A-9	Additional Traffic Control for added work	DAY	

DATED THIS _____ DAY OF _____, 2026.

SIGNATURE: _____, Title: _____