



CONSTRUCTION WORK ORDER
P.O. Box 1550, Capitola, CA 95010 (831) 475-8500

Location of Work:	420 Sand Dollar Dr., Canon Del Sol	CWO No.:	15-130
		RWO No.:	
		HIO No.:	
	101 Provincetown Ct., Aptos	SIO No.:	
Description of Work:	Installation of Two 1-in Domestic Water Services for 5/8" x 3/4" Meters	Date:	September 9, 2014
		Work Started:	/ /
		Work Completed:	/ /

ESTIMATED COSTS

ITEM	UNIT	QUANTITY	UNIT PRICE	ITEM TOTALS
Installation of Domestic Water Service SqCWD Detail S-3 w/ ±25-LFT of X-Trench from a 6" AC Main to 101 Provincetown Ct.	LS	1		
Installation of Domestic Water Service SqCWD Detail S-3 w/ ±60-LFT of X-Trench from a 6" AC Main to 420 Sand Dollar Dr.	LS	1		
TOTAL				

Company:	Signature:
Address:	
Phone:	Title:

RETURN QUOTES CLEARLY MARKED: **"Domestic Service Installations at Various Locations -01"**

BID DATE: October 1, 2014, 2:00 PM

RETURN QUOTES BY: October 1, 2014 AT 2:00 PM IN A SEALED ENVELOPE TO 5180 SOQUEL DR., SOQUEL, CA 95073.

All work shall be in accordance with the Standard Specifications and Standard Plans of the Soquel Creek Water District and the Special Provisions below.



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SPECIAL PROVISIONS

1. General - All work to be performed under this Contract shall be in accordance with the current edition of the Standard Specifications and Standard Plans of the Soquel Creek Water District, the Project Plans and Special Provisions, and the Encroachment Permit conditions of the County of Santa Cruz.

District will secure the proper permits, including the Public Works Department Encroachment Permit that is attached. The Contractor is bound by said permits and shall comply with all requirements of permits. Note the Contractor shall provide traffic plans to the District, which will in turn submit the plans to the County Public Works.

District may not accept the contract work until the Contractor has submitted a written statement (specifically referencing relative compaction and road surface restoration requirements) issued by the County of Santa Cruz, advising that the Contractor has complied with all County requirements and that the completed work is acceptable.

2. Contract Time of Completion - The Contract Time of Completion shall be **15** working days following the effective date of the Notice to Proceed. Failure to complete the project within this specified time period may result in liquidated damages per SCWD Standards and Specifications.

3. Insurance - The Contractor's attention is directed to the provisions of Section 103.09 "Insurance" of the Standard Specifications, a summary of which follows.

Coverage - Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limits - The Contractor shall maintain limits no less than the following:

1. General Liability - One million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the Soquel Creek Water District) or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit.



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Required Provisions - The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The Soquel Creek Water District, its directors, officers, employees, and authorized volunteers are to be given insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of the Contractors; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; and automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Soquel Creek Water District, its directors, officers, employees, or authorized volunteers.
2. For any claims related to this project, the Contractor's insurance shall be primary insurance as respects the Soquel Creek Water District, its directors, officers, employees, or authorized volunteers. Any insurance, self-insurance, or other coverage maintained by the Soquel Creek Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the Soquel Creek Water District, its directors, officers, employees, or authorized volunteers.
4. The 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. Each insurance policy required by this agreement shall state, or be endorsed to state, that the insurance carrier or the Contractor shall not cancel coverage, except after thirty (30) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the Soquel Creek Water District.
6. Such liability insurance shall indemnify the Contractor and his/her sub-contractors against loss from liability imposed by law upon, or assumed under contract by, the Contractor or his/her sub-contractors for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.
7. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground excavation, and removal of lateral support.
8. The automobile liability policy shall cover all owned, non-owned, and hired automobiles.
9. All of the insurance shall be provided on policy forms and through companies satisfactory to the Soquel Creek Water District.



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Deductibles and Self-Insured Retentions - Any deductible or self-insured retention must be declared to and approved by the Soquel Creek Water District. At the option of the Soquel Creek Water District, the insurer shall either reduce or eliminate such deductibles or self insured retentions.

Acceptability of Insurers - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A-:VII or equivalent or as otherwise approved by the Soquel Creek Water District.

Workers' Compensation and Employer's Liability Insurance - The Contractor and all sub-contractors shall insure (or be a qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act", Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Contractor shall provide employer's liability insurance with limits of no less than \$1,000,000 each accident, \$1,000,000 disease policy limit, and \$1,000,000 disease each employee.

Responsibility for Work - Until the completion and final acceptance by the Soquel Creek Water District of all the work under and implied by this agreement, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erections, and repairs occasioned or rendered necessary by causes of any nature whatsoever.

The Contractor shall provide and maintain builder's risk insurance (or installation floater) covering all risks of direct physical loss, damage or destruction to the work in the amount specified in the General Conditions, to insure against such losses until final acceptance of the work by the Soquel Creek Water District. Such insurance shall insure at least against the perils of fire and extended coverage, theft, vandalism and malicious mischief, and collapse. The Soquel Creek Water District, its directors, officers, employees, and authorized volunteers shall be named insured on any such policy. The making of progress payments to the Contractor shall not be construed as creating an insurable interest by or for the Soquel Creek Water District or be construed as relieving the Contractor or his/her subcontractors of responsibility for loss from any direct physical loss, damage or destruction occurring prior to final acceptance of the work by the Soquel Creek Water District.

The Contractor shall waive all rights of subrogation against the Soquel Creek Water District, its directors, officers, employees, or authorized volunteers.

Evidences of Insurance - Prior to execution of the agreement, the Contractor shall file with the Soquel Creek Water District a certificate of insurance (Acord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative and evidence of waiver of rights of subrogation against the Soquel Creek



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Water District (if builder's risk insurance is applicable). Such evidence shall also include confirmation that coverage includes or has been modified to include Required Provisions 1-9.

The Contractor shall, upon demand of the Soquel Creek Water District, deliver to the Soquel Creek Water District such policy or policies of insurance and the receipts for payment of premiums thereon.

Continuation of Coverage - If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement and evidence of waiver of rights of subrogation against the Soquel Creek Water District (if builder's risk insurance is applicable) to the Soquel Creek Water District at least ten (10) days prior to the expiration date.

Sub-Contractors - In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

- 4. Maintenance Bond** - The Contractor shall provide a maintenance bond in the amount of \$2,000.00 or 10 percent of the project bid price whichever is greater. Such maintenance bond shall be in full force and effect for a period of 2-years following acceptance of the improvements.
- 5. Wages** - The Contractor shall pay all workers those wages established in the current Prevailing Wage Rates, a copy of which is on file at the District Office. The Contractor shall file a certified payroll statement with the District monthly.
- 6. Bid Prices** - The Contractor shall guarantee the submitted bid prices for 60 days after the bid date.
- 7. Retention** - Five percent of all monies due the Contractor shall be retained by the District. Upon satisfactory completion of all work and District acceptance and following a period of 35-days, such retention will be released to the Contractor.
- 8. Existing Conditions** - Existing utilities, structures and natural features, where known, have been indicated at their approximate locations on the Contract Plans. The locations of such features are intended only as an aid to the Contractor and in no way relieves them of the responsibility of determining and verifying the size and locations of all potential conflicts which might be encountered in the performance of the work, whether indicated on the plans or not. The Contractor shall restore drainage patterns and facilities to pre-existing conditions



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- 9. County/City Requirements** - The District has secured a Blanket County/City Encroachment Permit. The Contractor shall review said permits prior to construction and shall comply with all requirements as stated in the permits. The Contractor shall comply with the General Provisions of the Encroachment Permit which are included in the appendices. The District shall pay all fees associated with necessary permits for this project.

The Contractor is advised that the County/City may not permit the closure of any County/City maintained road. All roads included in the project are subject to remaining open. The Contractor shall include all costs associated with maintaining roads open to traffic in the contract unit or lump sum prices for other items of work. The District will not consider any additional compensation.

- 10. Traffic Control** - The Contractor shall implement a traffic control plan in general conformance with the provisions of Standard Plan No. T12, "Traffic Control System for Lane Closure on Multilane Conventional Highways" and/or Standard Plan No. T13, "Traffic Control System for Lane Closure on Two Lane Conventional Highways" of the Cal-Trans Standard Plans. If so required, the Contractor shall provide flaggers that are trained in the proper fundamentals of flagging moving traffic as per CAL/OSHA Construction Safety Orders, Section 1599(f). The Contractor shall install informational warning signs and project signs on streets affected by the service installations and shall remain in place during the entire construction period. The Contractor shall post "No Parking" signs as required 72 hours prior to construction at 50' maximum spacing.

- 11. Dust Suppression** - The Contractor shall implement a dust suppression plan if requested by the District Engineer. If a mechanical broom sweeper is used, it shall be equipped with water nozzles to minimize dust. At the end of each workday, the Contractor shall clean construction debris from the roadway.

- 12. Protection of Property & Materials** - The Contractor shall protect the road surface and shall restore said surface to an equivalent or better condition upon completion of all work. The Contractor shall make any interim repairs or maintenance that may be requested by the District Engineer or Inspector during the course of work.

The Contractor shall permanently restore all traffic striping and pavement markings within seven days of final paving at the District's direction.

The Contractor shall protect in place or remove and replace all existing utilities and public or private improvements (whether they are specifically noted on the Contract Plans or not) including but not limited to all berms, curbs, gutters, walkways, sidewalks, driveways, trailways, storm drains, landscaping materials, landscape irrigation, landscape electrical systems, walls and fences in place. The Contractor shall correct or replace any damaged utilities or improvements as part of the contract work. No additional compensation will be considered.



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The Contractor shall not disturb existing survey monuments or benchmarks. The Contractor shall contact a registered civil engineer or land surveyor to remove or replace monuments. The Contractor shall ensure monument ties be established prior to removal.

The Contractor shall replace complete concrete panels or between existing concrete joints during replacement of any concrete work. The Contractor shall replace colored concrete with colored concrete to match when concrete is removed. The Contractor shall dowel into existing concrete (Section 308.03.05).

13. Safety Plan - In carrying out the work, Contractor shall at all times exercise all necessary precautions for the safety of employees and public appropriate to the nature of the work and the conditions under which the work is to be performed, and be in compliance with all applicable federal, state and local statutory and regulatory requirements including California Department of Industrial Relations (Cal/OSHA) regulations; and the U.S. Department of Transportation Omnibus Transportation Employee Testing Act.

14. Utilities - The Contractor shall contact Underground Service Alert and nonmember companies or utilities at least two (2) working days prior to excavating any segment of the work. The Contractor shall be prepared to produce USA ticket number at the request of the District.

The Contractor shall excavate, expose, and determine (“Pothole”) the location and depth of each potential interference and at all proposed connections. The Contractor shall perform exploration in advance of construction operations such that the final location of the proposed improvements may be adjusted prior to construction. Changes or delays caused by the Contractor’s failure to perform “Potholing” and interference location work shall not be eligible for extra work, compensation, or time extension.

The Contractor shall use appropriate fittings to adjust for depth conflicts between the proposed main with other existing utilities. In locations where the water main crosses over the existing sewer main, the Contractor shall ensure a minimum vertical clearance of one foot exists between pipes.

15. Trenching, Backfill, & Paving - The Contractor shall perform trenching, backfill & paving in compliance with the SCWD Standard Plans S-14, S-15, & S-22, the current edition of the County of Santa Cruz Standards and Specifications, and the project specific County of Santa Cruz / City of Capitola Department of Public Works Encroachment Permit when work is performed within the county/city right-of- way.

Trenching - The Contractor shall perform pipeline excavations using open-cut trenches, unless otherwise shown on the Contract Plans or directed by the District. The Contractor shall bear full responsibility for safety related to his trenching operations in accordance with Section 104.07, “Public Safety” and Section 104.08, “Industrial Safety Orders” of the SqCWD Standard Specifications and Plans.



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The Contractor shall saw-cut the pavement to produce a straight vertical face. Jackhammers or wheel cutters will not be allowed. The Contractor shall cut concrete to the nearest score mark or expansion joint if trenching and/or installation of piping and appurtenances require removal of existing concrete.

Backfill - The Contractor shall backfill trenches at the end of each day. The Contractor may use heavy steel plates to cover trenches if the District Inspector has granted prior approval. The Contractor shall adequately brace the steel plates and apply cold mix at plate joints and edges (SCWD Section 309.05.05). The Contractor shall shim plate edges, if necessary, to prevent plates from rocking and shifting with vehicular traffic. The Contractor shall be responsible for providing plates capable of supporting vehicular traffic and with dimensions conforming to OSHA requirements. The minimum plate thickness is 1-inch and shall extend a minimum of 2-feet on each side of the trench or excavation.

The Contractor is advised that rock or unacceptable backfill material may be encountered during trenching operations. The Contractor shall furnish and install suitable bedding and backfill material in accordance with these contract documents when such material is encountered. The Contractor shall furnish and install bedding and backfill material at no additional expense to the District. Native material shall not be used for bedding or backfill.

The Contractor shall install a clean washed sand envelope around the pipe per SCWD Standard Plans S-14 and S-15, and Section 309 of the SCWD Standard Specifications. The envelope shall include a minimum 4-inches of sand bedding with 12-inches of sand cover compacted to 95% RC. The Contractor shall install bedding as stated in Section 309.05.03 "Bedding" of SCWD Standard Specifications. The Contractor shall compact backfill material to not less than 90% RC when the trench is located outside a paved area or a road right-of-way.

The Contractor shall install 1-sack sand/cement slurry over the 12-inch sand envelope while performing work on all lateral trenches or when specified on the Contract Plans. The Contractor shall install backfill material in accordance with the attached County of Santa Cruz Department of Public Works Encroachment Permit.

If additional compaction testing is required due to failing tests, the additional testing expense will be charged to the Contractor. A soils engineer shall prepare the compaction report.

Paving - The Contractor shall refer to Section 310, "Paving" of SCWD Specifications and shall also comply with the County of Santa Cruz / City of Capitola Department of Public Works Encroachment Permit. Pavement replacement shall be a minimum of 3" Type B asphalt concrete over 9" Class II aggregate backfill in longitudinal trenches and over sand/cement slurry backfill in cross trenches when work is performed within the County maintained right-of-way. Pavement replacement shall be a minimum of 3" Type B asphalt concrete over sand/cement slurry backfill when work is performed within the City maintained right-of-way.

Longitudinal trench hot mix patch overlap shall be 12-inch minimum as indicated by the County of Santa Cruz Longitudinal Trench Backfill Detail, Figure EP-1 (Rev 12/05) included in the
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appendix of these special provisions. Cross trench hot mix patch overlap shall be 36-inch minimum as indicated by the County of Santa Cruz Cross trench Backfill Detail, Figure EP-2 (Rev 4/02) included in the appendix of these special provisions. Pavement replacement outside the county maintained right-of way shall be in accordance with Standard Plan S-15.

Petrotac - Propex Petrotac 4591 shall be applied to all utility trenches, horizontal and lateral, after T-trench grinding and immediately before final paving. Petrotac shall overlap trench cut sidewalls by a minimum of 6-inches.

The Contractor shall restore cross trenches and longitudinal trenches in accordance with the County of Santa Cruz Department of Public Works Figures EP-1 and EP-2, attached herein and made part of these Special Provisions, when construction occurs on county maintained road right-of-ways.

The Contractor should refer to Figures EP-1 and EP-2 of the County of Santa Cruz Specifications for minimum pavement T-Section distances for paving within the county maintained right-of-way. When work is performed in the City of Capitola, Contractor shall restore pavement per S-20.

Seal Coat - The Contractor shall apply a sand seal in accordance with Section 312, "Seal Coat" of the Soquel Creek Water District Standard Specifications to all new paving. The Contractor shall apply sand seal MS-1 oil at the rate of 0.10 gallons per square yard followed by a covering of clean sand at a rate of 18 lbs per square yard. The sand seal shall extend beyond the outer most edges of repaved area.

Road Striping - The Contractor shall permanently restore all traffic striping and pavement markings destroyed or damaged during construction at the direction of the District. The Contractor should refer to "Protection of Property and Material" of these Special Provisions.

16. Distribution Piping & Appurtenances - The Contractor shall supply materials in accordance with the published Standard Specifications and Standard Plans of the Soquel Creek Water District and the American Water Works Association (AWWA).

The Contractor shall inspect pipe and accessories, prior to installation, for damage and defects in materials. The Contractor shall reject damaged and defective materials, mark as such, and remove items from the job site at no additional expense to the District.

The District shall operate existing valves and valves connected to the existing system for the Contractor. Under no circumstances shall the Contractor operate existing system valves.

The Contractor shall raise valve boxes, install extensions, and remove disinfection points to allow the District to activate the system.



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Piping – All service lines less than 3-inches in diameter shall be constructed of virgin polyethylene material conforming with the provisions of AWWA C901 for Pressure Class 200 and Dimension Ratio (DR) 9.

Fittings – All Connections to fittings shall include the use of stainless steel inserts to prevent the collapse of the tubing wall and pullout. Each fitting to tubing connection shall be of the pack joint or grip joint type with insert, gasket, packing joint nut, and grooved clamp with stainless steel clamp screw.

Corporation stops shall be red brass and meet the requirements of AWWA C800. Fittings shall be in accordance with SqCWD standard specifications section 302.02.02.

Locator Wire - The Contractor shall install a minimum of 12-gauge THW or THWN solid copper locating wire, continuous for the entire length of pipe and service lines laid. The Contractor shall secure the wire to the top of pipe by tape at intervals not greater than 12 feet. The Contractor shall install the locator wire in accordance with Section 301.05.06, “Locator Wire” of SCWD Standard Specifications.

Bitumastic Coating - The Contractor shall field coat all buried nuts, bolts, flanges, and other exposed ferrous metal with a liberal coat of Christy’s™ HD-50 Bituminous Coal Tar Coating or approved substitute subject to prior written approval by the District Engineer.

Restrained Pipe Minimum - The Contractor shall install, as a minimum, 40 LF of restrained pipe on each side of a restrained fitting or joint. Areas that require additional restrained piping will be shown on the Contract Documents or referenced in other sections of these Special Provisions.

17. Construction – Service lines shall be constructed in accordance to section 302.02.03 of SqCWD Standard Specifications and Plans, as well as in accordance with the attached S-28 standard.

18. Pressure Testing – The Contractor shall refer to Section, 301.05.07, “Hydrostatic Testing” of SCWD Standard Specifications, except that the allowable leakage will be calculated by the following formula: $L_a = \{LD\sqrt{P}\}/148,000$

where:

L_a = Allowable leakage

L = Length of the pipe run

D = Nominal diameter of the pipe in inches

P = Test pressure

The Contractor shall perform pressure testing in compliance with District requirements. The District Inspector shall be present during pressure testing. The Contractor shall notify the District two (2) days in advance of any pressure tests. Test pressure shall be a minimum of 150



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psi or 150% of system pressure, whichever is greater, for the duration of 30 minutes unless otherwise directed by the District Inspector.

Services installed per Standard S-3 require the corporation stop be opened and the entire line be visually inspected for leaks prior to backfilling trench.

The Contractor shall perform all work necessary to locate and repair leaks to allowable levels as stated in Section 301.05.01(a), "Allowable Leakage" of SCWD Standard Specifications. Contractor shall perform repair work at no additional expense to the District. The Contractor shall also correct other defects discovered during such work. Thereafter, the Contractor shall repeat the pressure test until the pipelines meet specified requirements.

19. Appendix

County of Santa Cruz Department of Public Works issued Encroachment Permit w/General and Special Provisions and County of Santa Cruz Department of Public Works "Cross Trench Detail", Figure EP-2, REV. 4/02.

1-Inch Domestic Service Installation Standard S-3

Area map of new services:

- 420 Sand Dollar Dr., Canon Del Sol
- 101 Provincetown Ct., Aptos