



SPMUD BOARD OF DIRECTORS REGULAR MEETING

DATE & TIME: May 7, 2026 at 4:30 PM

LOCATION: SPMUD Boardroom
5807 Springview Drive, Rocklin, CA 95677
Zoom Meeting: 1 (669) 900-9128
Meeting ID: 870 5911 1893

The District's regular Board meeting is held on the first Thursday of every month. This notice and agenda are posted on the [District's website \(www.spmud.ca.gov\)](http://www.spmud.ca.gov) and the District's outdoor bulletin board at 5807 Springview Drive, Rocklin, CA. Meeting facilities are accessible to persons with disabilities. Requests for other considerations should be made at (916) 786-8555.

The May 7, 2026, Regular Meeting of the SPMUD Board of Directors will be held in the District Board Room at 5807 Springview Drive in Rocklin, CA 95677 with the option for the public to listen and view the meeting using Zoom Meeting 1 (669) 900-9128, or the [Zoom Link \(https://us02web.zoom.us/j/87059111893\)](https://us02web.zoom.us/j/87059111893). Public comments can be made in person at the time of the meeting or emailed to board_secretary@spmud.ca.gov. Public comments will be read into the record if they are received before the meeting starts, pertain to a consent or board report item listed on the meeting agenda, and are 250 words or less. All other emailed public comments will be distributed to the Board and treated as a public record.

AGENDA

I. CALL MEETING TO ORDER

II. ROLL CALL OF DIRECTORS

Director Jerry Mitchell	Ward 1
Director Will Dickinson	Ward 2
Director Christy Jewell	Ward 3
Director Michael Faria	Ward 4
Director Jack Arney	Ward 5

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Items not on the Agenda may be presented to the Board at this time; however, the Board can take no action.

V. CONSENT ITEMS

Pages 4 to 232

Consent items should be considered together as one motion. Any item(s) requested to be removed will be considered after the motion to approve the Consent Items.

Action Requested: Roll Call Vote

Motion to approve the consent items for the May 7, 2026, Regular Meeting.

1. MINUTES from the April 2, 2026, Regular Meeting. *Pages 4 to 6*
2. ACCOUNTS PAYABLE in the amount of \$5,989,239 through April 27, 2026. *Pages 7 to 12*
3. QUARTERLY INVESTMENT REPORT in the total amount of \$96,380,871 through March 31, 2026. *Pages 13 to 15*
4. RESOLUTION 26-14 A RESOLUTION OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT DECLARING AN ELECTION TO BE HELD IN ITS JURISDICTION; REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE THIS ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; AND REQUESTING ELECTION SERVICES BY THE COUNTY CLERK. *Pages 16 to 19*
5. RESOLUTION 26-15 ADOPTING A BENEFITS RESOLUTION COVERING UNREPRESENTED DISTRICT EMPLOYEES *Pages 20 to 39*
6. RESOLUTION 26-16 AUTHORIZATION FOR THE GENERAL MANAGER TO EXECUTE A CONTRACT FOR ROOT CONTROL FOAMING WITH DUKE'S ROOT CONTROL INC. *Pages 40 to 73*
7. RESOLUTION 26-17 AUTHORIZING THE GENERAL MANAGER TO EXECUTE A SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR LABOR NEGOTIATIONS AND LEGAL SERVICES WITH LIEBERT, CASSIDY, WHITMORE (LCW) *Pages 74 to 86*
8. RESOLUTION 26-18 AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR IT SUPPORT SERVICES WITH NETWORK DESIGN ASSOCIATES, INC. (NDA) *Pages 87 to 105*
9. RESOLUTION 26-19 AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT FOR FLEET MAINTENANCE AND REPAIR SERVICES WITH WYJO SERVICES CORP. *Pages 106 to 202*
10. RESOLUTION 26-20 CONSTRUCTION COOPERATION AND REIMBURSEMENT AGREEMENT WITH THE CITY OF ROCKLIN FOR THE BLUFFS PHASE II PAVEMENT REHABILITATION PROJECT *Pages 203 to 232*

VI. BOARD BUSINESS

Pages 233 to 258

Board action may occur on any identified agenda item. Any member of the public may directly address the Board on any identified agenda item of interest, either before or during the Board's consideration of that item.

1. CALIFORNIA SPECIAL DISTRICT ASSOCIATION (CSDA) LEGISLATIVE UPDATES

Dane Wadlé, California Special District Association Public Affairs Field Coordinator, will present a legislative update on current issues facing California Special Districts.

No Action Requested: Informational Item

2. PROGRESS REPORT ON POTENTIAL REVISIONS TO THE DISTRICT CAPACITY CHARGE *Pages 233 to 255*

General Manager Nielsen will provide an update on Local Capacity Charge considerations.

Staff recommends that the Board of Directors:

- 1. Receive and file the Progress Report on Potential Revisions to the Capacity Charge; and**
- 2. Conduct a workshop to receive board and public testimony, and consider said testimony; and**
- 3. After consideration of the testimony, provide direction to staff on recommended next steps for further analysis.**

3. HEADQUARTERS SPACE PLANNING OVERVIEW *Pages 256 to 258*

Staff will provide an update on the Headquarters Space Planning Project.

No Action Requested: Informational Item

VII. REPORTS *Pages 259 to 272*

The purpose of these reports is to provide information on projects, programs, staff actions, and committee meetings that are of general interest to the Board and the public. No decisions are to be made on these issues.

1. Legal Counsel (A. Brown)
2. General Manager (E. Nielsen)
 - a. Administrative, Field, and Technical Services Department Reports
 - b. Informational Items

VIII. DIRECTOR'S COMMENTS

Directors may make brief announcements or brief reports on their activities. They may ask questions for clarification, make a referral to staff, or take action to have staff place a matter of business on a future agenda.

IX. ADJOURNMENT

If there is no other Board business, the President will adjourn the meeting to the next regular meeting to be held on **June 4, 2026, at 4:30 p.m.**

Item 5.1

REGULAR BOARD MINUTES SOUTH PLACER MUNICIPAL UTILITY DISTRICT

MEETING DATE & TIME: April 2, 2026 at 4:30 PM

MEETING LOCATION: SPMUD Boardroom

I. CALL MEETING TO ORDER

A Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Dickinson presiding at 4:30 p.m.

II. ROLL CALL OF DIRECTORS

Present: Director Jerry Mitchell, Director Will Dickinson, Director Christy Jewell,
Director Michael Faria, and Director Jack Arney

Absent: None

Vacant: None

Staff: Adam Brown, Legal Counsel
Eric Nielsen, General Manager
Chad Stites, Superintendent
Carie Huff, District Engineer

III. PLEDGE OF ALLEGIANCE

Director Jewell led the Pledge of Allegiance.

IV. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

It was confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

V. CONSENT ITEMS

1. MINUTES from the March 5, 2026, Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$1,192,254.63 through March 23, 2026.
3. BILL OF SALE Acceptance of the Bill of Sale for the Lonetree Apartments (The Harper) Sewer Improvements with an estimated value of \$74,527.
4. BILL OF SALE Acceptance of the Bill of Sale for the Whitney Ranch Retail Sewer Improvements with an estimated value of \$1,024,094.
5. RESOLUTION 26-14 AUTHORIZATION TO PURCHASE TREE REMOVAL SERVICES THROUGH A PIGGYBACK PURCHASING AGREEMENT FOR FISCAL YEAR 2025/26
6. RESOLUTION 26-15 AUTHORIZATION TO ENTER INTO THE THIRD AMENDMENT OF THE DESIGN AND CONSTRUCTION COOPERATION AND

**REIMBURSEMENT AGREEMENT WITH PLACER COUNTY WATER AGENCY FOR
THE OLD STATE HIGHWAY SEWER PIPELINE PROJECT**

Director Faria pulled Item 5.1 for discussion and clarified that he had voted in opposition to Item 6.1 Resolution 26-10, the Adoption of the Fleet Transition Master Plan, with the item passing 3-1.

No public comments were received.

Director Faria made a motion to approve Item 5.1 with the inclusion of the edit to the minutes, a second was made by Director Arney; a voice vote was taken, and the motion carried 5-0.

Vice President Mitchell made a motion to approve the remainder of the Consent Calendar, a second was made by Director Jewell; a roll call vote was taken, and the motion carried 5-0.

VI. BOARD BUSINESS

1. SENATE BILL (SB) 707 RALPH M. BROWN ACT CHANGES

GC Brown presented on the updates made to the Ralph M. Brown Act through Senate Bill 707.

Director Mitchell asked about the potential for conflicts between District policies and the updates to the Brown Act, specifically regarding missing consecutive meetings. GC Brown provided additional information on board member attendance.

No public comments were received.

VII. REPORTS

DISTRICT LEGAL COUNSEL (A. BROWN):

GC Brown had nothing additional to report for this meeting.

GENERAL MANAGER & DEPARTMENT REPORTS

Director Jewell asked for an example of unclaimed property that the District may hold. Management Analyst Lindholm shared that it is generally the result of an overpayment of monthly service charges after a property has been sold.

Vice President Mitchell asked about the Fee and Fine Schedule and if staff anticipates an increase. GM Nielsen provided background on how this annual report sets fees using indices and predetermined criteria, which may be impacted by inflation and other factors. Vice President Mitchell also asked about the General Manager's attendance at the Placer County Transportation Planning Agency's (PCTPA) Zero Emission Vehicle (ZEV) Infrastructure Plan workshop. GM Nielsen shared that the information presented was high-level and did not appear to have an opportunity for coordination with the District's efforts. Finally, Vice President Mitchell asked for additional information on the AB 2561 Annual Vacancy Report that is scheduled to come to the Board in June, and GM Nielsen shared the requirements of the report.

Director Faria asked about the posting of the Associate Engineer position, and DE Huff shared that the position is currently open and accepting applications, with a first closing date of April 12th.

Vice President Mitchell asked about the HQ Building Improvements and Space Planning Project. DS Stites shared that staff have viewed some of the initial renderings and are now waiting for the cost estimates. He anticipates providing an update at the May board meeting.

President Dickinson requested that future GM reports contain additional information on time spent and progress towards achieving goals.

Vice President Mitchell asked about the February 27th Fee and Finance Advisory Committee Meeting. President Dickinson shared that a few outside representatives attended a discussion on Capacity Charges. The meeting was an opportunity to gain feedback and analyze outside comments that have been received. Director Arney added that these meetings are also an opportunity for the District to share some of the restrictions and constraints that have an impact on the District. GM Nielsen shared that in May, there will be a progress report brought to the Board regarding various methods to adjust the calculation of Capacity Charges, which will give the public an opportunity to provide comments.

Vice President Mitchell and President Dickinson commented on the Warnings of Non-Compliance and FOG inspections. GM Nielsen and DE Huff provided some background information on the reporting and shared how inlet tees, due to the nature of the design, can be a weak spot in grease control devices, requiring continual effort to ensure that they function properly.

INFORMATIONAL ITEMS

No informational items were presented.

VIII. DIRECTOR'S COMMENTS

Director Faria acknowledged staff for going 9.5 years without a Lost Time Accident.

IX. PUBLIC COMMENTS ON CLOSED SESSION

No public comments were received.

X. CLOSED SESSION

The Board met in Closed Session at 5:04 p.m. and adjourned closed session at 6:07 p.m.

XI. CLOSED SESSION READOUT

The Board met in closed session with the District's Labor Negotiator and heard a report. No action was taken.

XII. ADJOURNMENT

The President adjourned the meeting at 6:09 p.m. to the next regular meeting to be held on May 7, 2026, at 4:30 p.m.



Emilie Costan, Board Secretary

Item 5.2



South Placer M.U.D.

Check Report

By Check Number

Date Range: 03/24/2026 - 04/27/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1016	American General Life Insurance	03/26/2026	Regular	0.00	2,260.00	18953
1652	Cintas Corporation	03/26/2026	Regular	0.00	567.87	18954
1068	City of Roseville	03/26/2026	Regular	0.00	2,494,703.50	18955
1072	Concern	03/26/2026	Regular	0.00	340.00	18956
1775	CPS HR Consulting	03/26/2026	Regular	0.00	205.00	18957
1124	Gold Mountain California News Media	03/26/2026	Regular	0.00	132.42	18958
1139	Hill Rivkins Brown & Associates	03/26/2026	Regular	0.00	30,640.00	18959
1887	Liebert Cassidy Whitmore	03/26/2026	Regular	0.00	6,583.00	18960
1764	Network Design Associates, Inc.	03/26/2026	Regular	0.00	1,360.15	18961
1253	Recology Auburn Placer	03/26/2026	Regular	0.00	405.06	18962
1907	Robinson Mills + Williams	03/26/2026	Regular	0.00	7,255.00	18963
1718	U-Rock Utility Equipment LLC	03/26/2026	Regular	0.00	6,019.41	18964
1850	WYJO Services Corp	03/26/2026	Regular	0.00	101.25	18965
1240	Placer County Personnel	03/26/2026	Regular	0.00	3,546.95	18966
1327	US Bank Corporate Payment	03/31/2026	Regular	0.00	10,641.19	18967
	Void	03/31/2026	Regular	0.00	0.00	18968
	Void	03/31/2026	Regular	0.00	0.00	18969
1652	Cintas Corporation	04/02/2026	Regular	0.00	556.30	18970
1087	Dawson Oil Co.	04/02/2026	Regular	0.00	6,011.88	18971
1131	Granite Business Printing	04/02/2026	Regular	0.00	182.33	18972
1564	Jensen Landscape Services, LLC	04/02/2026	Regular	0.00	1,121.00	18973
1654	Jorgensen Company	04/02/2026	Regular	0.00	2,112.20	18974
1218	PCWA	04/02/2026	Regular	0.00	140.14	18975
1221	PG&E	04/02/2026	Regular	0.00	2,059.27	18976
1518	Sonitrol of Sacramento	04/02/2026	Regular	0.00	179.41	18977
1791	Jason Arrighi	04/02/2026	Regular	0.00	85.77	18978
1911	Stationary Engineers, Local 39	04/08/2026	Regular	0.00	568.23	18979
248	AT&T	04/09/2026	Regular	0.00	8.91	18980
1652	Cintas Corporation	04/09/2026	Regular	0.00	556.30	18981
1751	Comprehensive Medical Inc.	04/09/2026	Regular	0.00	250.00	18982
1509	Crystal Communications	04/09/2026	Regular	0.00	311.64	18983
1086	Dataprose	04/09/2026	Regular	0.00	2,321.72	18984
1864	Flo-Line Technology, Inc	04/09/2026	Regular	0.00	14,287.29	18985
1666	Great America Financial Services	04/09/2026	Regular	0.00	626.65	18986
1631	Instrument Technology Corporation	04/09/2026	Regular	0.00	3,842.02	18987
1646	National Benefit Services (NBS)	04/09/2026	Regular	0.00	644.00	18988
1218	PCWA	04/09/2026	Regular	0.00	919.75	18989
1221	PG&E	04/09/2026	Regular	0.00	10,000.26	18990
1473	Pitney Bowes Purchase Power	04/09/2026	Regular	0.00	454.28	18991
1333	SPOK, Inc.	04/09/2026	Regular	0.00	32.05	18992
1685	Streamline	04/09/2026	Regular	0.00	1,048.00	18993
1903	Telstar Instruments	04/09/2026	Regular	0.00	158,650.00	18994
1029	Thomson Reuters/Barclays	04/09/2026	Regular	0.00	679.54	18995
1325	Tyler Technologies, Inc.	04/09/2026	Regular	0.00	14,382.50	18996
1878	Universal Building Services & Supply Co.	04/09/2026	Regular	0.00	1,335.00	18997
1006	Aaron Moore	04/16/2026	Regular	0.00	1,730.00	18998
1021	ARC	04/16/2026	Regular	0.00	119.91	18999
1022	AT&T CalNet	04/16/2026	Regular	0.00	489.52	19000
1656	Badger Meter Inc	04/16/2026	Regular	0.00	509.70	19001
1828	Carollo Engineers, Inc	04/16/2026	Regular	0.00	72,765.40	19002
1652	Cintas Corporation	04/16/2026	Regular	0.00	556.30	19003
1068	City of Roseville	04/16/2026	Regular	0.00	2,739,528.34	19004
1139	Hill Rivkins Brown & Associates	04/16/2026	Regular	0.00	6,500.00	19005
1218	PCWA	04/16/2026	Regular	0.00	303.35	19006

Check Report

Date Range: 03/24/2026 - 04/27/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1244	Preferred Alliance Inc	04/16/2026	Regular	0.00	217.98	19007
1325	Tyler Technologies, Inc.	04/16/2026	Regular	0.00	44,034.21	19008
1338	Verizon Wireless	04/16/2026	Regular	0.00	1,206.49	19009
1850	WYJO Services Corp	04/16/2026	Regular	0.00	2,635.50	19010
1911	Stationary Engineers, Local 39	04/21/2026	Regular	0.00	568.23	19011
1652	Cintas Corporation	04/23/2026	Regular	0.00	567.87	19052
1072	Concern	04/23/2026	Regular	0.00	680.00	19053
1073	Consolidated Communications	04/23/2026	Regular	0.00	1,830.02	19054
1775	CPS HR Consulting	04/23/2026	Regular	0.00	1,168.75	19055
1892	DKS Associates	04/23/2026	Regular	0.00	1,662.50	19056
1904	Harris Trucking Inc	04/23/2026	Regular	0.00	4,807.32	19057
1253	Recology Auburn Placer	04/23/2026	Regular	0.00	405.06	19058
1518	Sonitrol of Sacramento	04/23/2026	Regular	0.00	1,707.88	19059
1850	WYJO Services Corp	04/23/2026	Regular	0.00	1,801.83	19060
1045	Cal Pers 457 Plan (EFT)	03/27/2026	Bank Draft	0.00	4,082.00	DFT0010704
1045	Cal Pers 457 Plan (EFT)	03/27/2026	Bank Draft	0.00	668.00	DFT0010705
1045	Cal Pers 457 Plan (EFT)	03/27/2026	Bank Draft	0.00	81.49	DFT0010706
1135	Empower (EFT)	03/27/2026	Bank Draft	0.00	275.00	DFT0010708
1135	Empower (EFT)	03/27/2026	Bank Draft	0.00	5,329.00	DFT0010709
1135	Empower (EFT)	03/27/2026	Bank Draft	0.00	1,323.45	DFT0010710
1042	CA State Disbursement (EF	03/27/2026	Bank Draft	0.00	585.68	DFT0010711
1015	American Fidelity Assurance	03/27/2026	Bank Draft	0.00	695.38	DFT0010712
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	49.13	DFT0010713
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	1,152.27	DFT0010714
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	2,317.51	DFT0010715
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	1,842.63	DFT0010716
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	3,143.00	DFT0010717
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	5,537.39	DFT0010718
1229	Pers (EFT)	03/27/2026	Bank Draft	0.00	5,687.46	DFT0010719
1149	Internal Revenue Service	03/27/2026	Bank Draft	0.00	14,119.52	DFT0010720
1098	EDD (EFT)	03/27/2026	Bank Draft	0.00	3,816.14	DFT0010721
1098	EDD (EFT)	03/27/2026	Bank Draft	0.00	1,480.27	DFT0010722
1149	Internal Revenue Service	03/27/2026	Bank Draft	0.00	3,302.08	DFT0010723
1149	Internal Revenue Service	03/27/2026	Bank Draft	0.00	9,284.14	DFT0010724
1787	Helen Gibson	03/30/2026	Bank Draft	0.00	1,128.06	DFT0010725
1802	Joyce Parker	03/30/2026	Bank Draft	0.00	503.50	DFT0010726
1909	Theresa Allen	03/30/2026	Bank Draft	0.00	503.50	DFT0010727
1015	American Fidelity Assurance	04/01/2026	Bank Draft	0.00	638.36	DFT0010728
1015	American Fidelity Assurance	04/01/2026	Bank Draft	0.00	50.00	DFT0010729
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	8,199.28	DFT0010730
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	45,351.82	DFT0010731
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	11,587.93	DFT0010732
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	52.11	DFT0010733
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	4,212.00	DFT0010734
1230	Pers (EFT)	04/01/2026	Bank Draft	0.00	32.65	DFT0010735
1015	American Fidelity Assurance	03/24/2026	Bank Draft	0.00	33,261.77	DFT0010736
1586	Principal Life Insurance Company	04/01/2026	Bank Draft	0.00	649.46	DFT0010737
1045	Cal Pers 457 Plan (EFT)	04/10/2026	Bank Draft	0.00	4,082.00	DFT0010738
1045	Cal Pers 457 Plan (EFT)	04/10/2026	Bank Draft	0.00	668.00	DFT0010739
1045	Cal Pers 457 Plan (EFT)	04/10/2026	Bank Draft	0.00	81.49	DFT0010740
1135	Empower (EFT)	04/10/2026	Bank Draft	0.00	275.00	DFT0010742
1135	Empower (EFT)	04/10/2026	Bank Draft	0.00	5,329.00	DFT0010743
1135	Empower (EFT)	04/10/2026	Bank Draft	0.00	1,431.28	DFT0010744
1042	CA State Disbursement (EF	04/10/2026	Bank Draft	0.00	585.68	DFT0010745
1015	American Fidelity Assurance	04/10/2026	Bank Draft	0.00	695.38	DFT0010746
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	49.13	DFT0010747
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	1,195.50	DFT0010748
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	2,404.47	DFT0010749
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	1,875.16	DFT0010750
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	3,198.48	DFT0010751
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	5,609.83	DFT0010752

Check Report

Date Range: 03/24/2026 - 04/27/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1229	Pers (EFT)	04/10/2026	Bank Draft	0.00	5,761.86	DFT0010753
1149	Internal Revenue Service	04/10/2026	Bank Draft	0.00	15,034.92	DFT0010754
1098	EDD (EFT)	04/10/2026	Bank Draft	0.00	4,246.09	DFT0010755
1098	EDD (EFT)	04/10/2026	Bank Draft	0.00	1,516.05	DFT0010756
1149	Internal Revenue Service	04/10/2026	Bank Draft	0.00	3,516.22	DFT0010757
1149	Internal Revenue Service	04/10/2026	Bank Draft	0.00	10,180.03	DFT0010758
1045	Cal Pers 457 Plan (EFT)	04/10/2026	Bank Draft	0.00	555.11	DFT0010766
1135	Empower (EFT)	04/10/2026	Bank Draft	0.00	-128.44	DFT0010767
1045	Cal Pers 457 Plan (EFT)	04/24/2026	Bank Draft	0.00	4,082.00	DFT0010779
1045	Cal Pers 457 Plan (EFT)	04/24/2026	Bank Draft	0.00	668.00	DFT0010780
1045	Cal Pers 457 Plan (EFT)	04/24/2026	Bank Draft	0.00	636.60	DFT0010781
1135	Empower (EFT)	04/24/2026	Bank Draft	0.00	275.00	DFT0010783
1135	Empower (EFT)	04/24/2026	Bank Draft	0.00	5,329.00	DFT0010784
1135	Empower (EFT)	04/24/2026	Bank Draft	0.00	1,302.84	DFT0010785
1042	CA State Disbursement (EF	04/24/2026	Bank Draft	0.00	585.68	DFT0010786
1015	American Fidelity Assurance	04/24/2026	Bank Draft	0.00	695.38	DFT0010787
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	49.13	DFT0010788
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	1,195.50	DFT0010789
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	2,404.47	DFT0010790
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	1,875.16	DFT0010791
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	3,198.48	DFT0010792
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	5,561.07	DFT0010793
1229	Pers (EFT)	04/24/2026	Bank Draft	0.00	5,711.78	DFT0010794
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	14,407.78	DFT0010795
1098	EDD (EFT)	04/24/2026	Bank Draft	0.00	4,161.53	DFT0010796
1098	EDD (EFT)	04/24/2026	Bank Draft	0.00	1,510.50	DFT0010797
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	3,369.58	DFT0010798
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	9,879.32	DFT0010799
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	647.58	DFT0010800
1098	EDD (EFT)	04/24/2026	Bank Draft	0.00	223.45	DFT0010801
1098	EDD (EFT)	04/24/2026	Bank Draft	0.00	67.90	DFT0010802
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	151.46	DFT0010803
1149	Internal Revenue Service	04/24/2026	Bank Draft	0.00	658.12	DFT0010804

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	112	66	0.00	5,673,923.40
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	80	80	0.00	307,751.53
EFT's	0	0	0.00	0.00
	192	148	0.00	5,981,674.93

Check Report

Date Range: 03/24/2026 - 04/27/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: PY Bank-PY Bank						
1645	Aspire Retirement Solutions	03/27/2026	Bank Draft	0.00	1,034.41	DFT0010707
1645	Aspire Retirement Solutions	04/10/2026	Bank Draft	0.00	1,034.41	DFT0010741
1645	Aspire Retirement Solutions	04/24/2026	Bank Draft	0.00	1,034.41	DFT0010782

Bank Code PY Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	3,103.23
EFT's	0	0	0.00	0.00
	3	3	0.00	3,103.23

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	112	66	0.00	5,673,923.40
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	83	83	0.00	310,854.76
EFT's	0	0	0.00	0.00
	195	151	0.00	5,984,778.16

Fund Summary

Fund	Name	Period	Amount
100	OPERATING FUND	3/2026	2,665,963.58
100	OPERATING FUND	4/2026	3,318,814.58
			5,984,778.16

Account Number	Name	Date	Type	Amount	Reference
102-0000045-02	Inc, Dare Real Estate	4/22/2026	Refund	\$ 16.20	Check #: 19012
102-0001536-03	Gray, Claire and Jeremy	4/22/2026	Refund	\$ 108.75	Check #: 19013
102-0001838-03	Waterson, Michael	4/22/2026	Refund	\$ 122.85	Check #: 19014
102-0002040-01	Stansfield, Nancy G	4/22/2026	Refund	\$ 31.05	Check #: 19015
102-0003275-02	LLC, Cap City Construction	4/22/2026	Refund	\$ 76.95	Check #: 19016
102-0003301-04	Katz, Margaret	4/22/2026	Refund	\$ 9.92	Check #: 19017
102-0005204-02	Stockman, Alexandra	4/22/2026	Refund	\$ 453.09	Check #: 19018
102-0007177-01	Lane, Sean	4/22/2026	Refund	\$ 336.96	Check #: 19019
102-0007409-04	Minnis, Joseph and Beatriz	4/22/2026	Refund	\$ 5.91	Check #: 19020
102-0008953-01	Mordvinkin, Estate of Maria	4/22/2026	Refund	\$ 13.21	Check #: 19021
102-0009171-02	Moniz, Christopher and Wendy	4/22/2026	Refund	\$ 121.30	Check #: 19022
102-0009681-01	, Et Al, Pamela Cronin	4/22/2026	Refund	\$ 245.23	Check #: 19023
102-0009998-01	Hogenboom, Michael and Deanna	4/22/2026	Refund	\$ 9.45	Check #: 19024
102-0010320-01	Dixon, Robert	4/22/2026	Refund	\$ 99.67	Check #: 19025
102-0012343-01	Needles, Robert	4/22/2026	Refund	\$ 42.62	Check #: 19026
102-0012466-01	Raynes, Daniel	4/22/2026	Refund	\$ 103.49	Check #: 19027
103-0003207-01	Jorgenson, Kathleen	4/22/2026	Refund	\$ 11.33	Check #: 19028
103-0016041-02	Hunt, Jane	4/22/2026	Refund	\$ 9.24	Check #: 19029
103-0018409-00	LP, Taylor Village 2018	4/22/2026	Refund	\$ 121.68	Check #: 19030
104-0008075-01	Greening, Gregory	4/22/2026	Refund	\$ 122.41	Check #: 19031
106-0013301-02	Mole, Robert	4/22/2026	Refund	\$ 121.23	Check #: 19032
106-0013429-01	English, Madeline	4/22/2026	Refund	\$ 122.34	Check #: 19033
106-0013488-01	Girdvain, Kathy	4/22/2026	Refund	\$ 11.82	Check #: 19034
106-0014488-01	Dryer, Marilyn	4/22/2026	Refund	\$ 107.48	Check #: 19035
106-0014893-03	Open Door Property LLC	4/22/2026	Refund	\$ 6.74	Check #: 19036
106-0014927-01	Arns, Kurt	4/22/2026	Refund	\$ 120.79	Check #: 19037
106-0015257-02	Fulkerson, James	4/22/2026	Refund	\$ 122.27	Check #: 19038
106-0015467-01	Epperson, Alice	4/22/2026	Refund	\$ 106.43	Check #: 19039
106-0015922-03	O'Neill, Robert	4/22/2026	Refund	\$ 205.95	Check #: 19040
112-1022347-01	Doyle, Kirk	4/22/2026	Refund	\$ 179.23	Check #: 19041
112-1024598-03	Le, Tuan	4/22/2026	Refund	\$ 15.01	Check #: 19042
112-1028368-02	Phillips, Kristen and Timothy	4/22/2026	Refund	\$ 122.29	Check #: 19043
112-1030597-00	John Mourier Construction	4/22/2026	Refund	\$ 5.40	Check #: 19044
112-1030636-00	Tim Lewis Communities	4/22/2026	Refund	\$ 121.50	Check #: 19045
112-1030667-00	Tim Lewis Communities	4/22/2026	Refund	\$ 121.50	Check #: 19046
113-1021609-03	Hengl, Kevin and Stephanie	4/22/2026	Refund	\$ 39.15	Check #: 19047
113-1025123-03	Domanico, Lee	4/22/2026	Refund	\$ 98.55	Check #: 19048
115-1025502-01	Cloudbase LLC	4/22/2026	Refund	\$ 62.01	Check #: 19049
212-1022226-01	LLC, Chawla Ventures	4/22/2026	Refund	\$ 405.59	Check #: 19050
212-1022227-02	LLC, Chawla Ventures	4/22/2026	Refund	\$ 303.75	Check #: 19051

Total Refunds: \$ 4,460.34

Item 5.3

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Eric Nielsen, General Manager

Subject: 3rd Quarter Investment Report
(January 1, 2026 through March 31, 2026)

Meeting Date: May 7, 2026

Overview

Section 53646 of the California Government Code aims to ensure transparency and accountability in the investment of public funds by local agencies. In accordance with Section 53646, this report provides the Board with a quarterly investment report.

The investments held by the District on March 31, 2026, are shown in Attachment 1 and totaled \$96.38 million. The portfolio is in compliance with the Board's adopted Policy #3120 regarding District investments and has the ability to meet the next six months of cash flow requirements. As of March 31, 2026, the District's investment portfolio had an average rate of return of 3.41 percent.

Recommendation

Staff recommends that the Board of Directors receive and file the 3rd Quarter Investment Report.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:

- Prepare for the future and foreseeable emergencies.
- Provide exceptional value for the cost of sewer service.

Related District Ordinances or Policies

This action complies with the following District Policies:

- Policy 3120 – Investment of District Funds
- Policy 3130 – District Reserve Policy

Fiscal Impact

There is no direct fiscal impact associated with the preparation of this report.

Attachments

1. 3rd Quarter South Placer Municipal Utility District Investment Report
2. Allocation by Fund, Allocation by Investment Type, and Historical Performance

Attachment 1 – 3rd Quarter South Placer Municipal Utility District Investment Report

Investment	Account Balance Prior Year Jan 25 -Mar 25	Account Balance Previous Quarter Oct 25 - Dec 25	Market Value Jan 26 - Mar 26	Quarterly Rate of Return	% of Portfolio
CA CLASS	\$ 13,949,129	\$ 14,400,803	\$ 14,534,016	1.06%	15%
CALTRUST - Short Term	\$ 7,029,652	\$ 7,261,872	\$ 7,310,623	0.67%	8%
LAIF (Local Agency Investment Fund)	\$ 27,546,962	\$ 28,450,662	\$ 28,729,467	0.93%	30%
PLACER COUNTY TREASURY	\$ 5,730,798	\$ 5,900,241	\$ 5,956,625	0.97%	6%
WELLS FARGO - Fixed Income*	\$ 15,721,012	\$ 16,576,027	\$ 16,644,839	1.07%	17%
FIVE STAR - Money Market	\$ 8,062,962	\$ 11,405,002	\$ 14,520,613	0.93%	15%
CASH**	\$ 3,481,355	\$ 3,790,043	\$ 5,692,328	0.13%	6%
RESTRICTED - CEPPT	\$ 2,699,830	\$ 3,017,068	\$ 2,992,360	-0.88%	3%
TOTAL/AVERAGE	\$ 84,221,700	\$ 90,801,719	\$ 96,380,871	0.85%	100%

*The Wells Fargo Fixed Income Securities pay accrued interest semi-annually in Sept/Oct and Mar/Apr.

** In addition to the Quarterly Regional Treatment Payment, the District collected \$2.7 million in Capacity Charges in March that were transferred to the City of Roseville in the month of April.

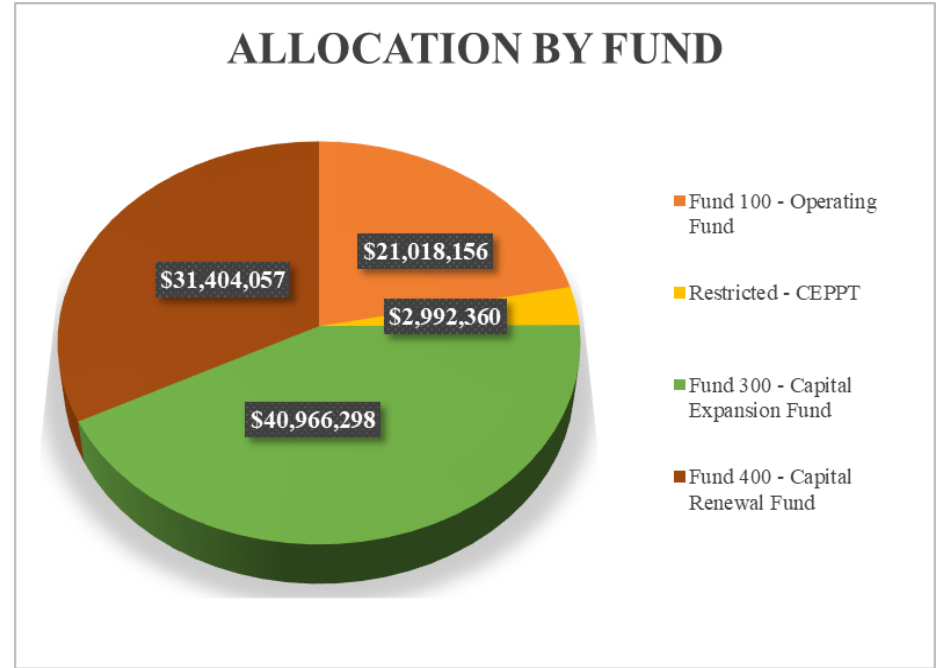
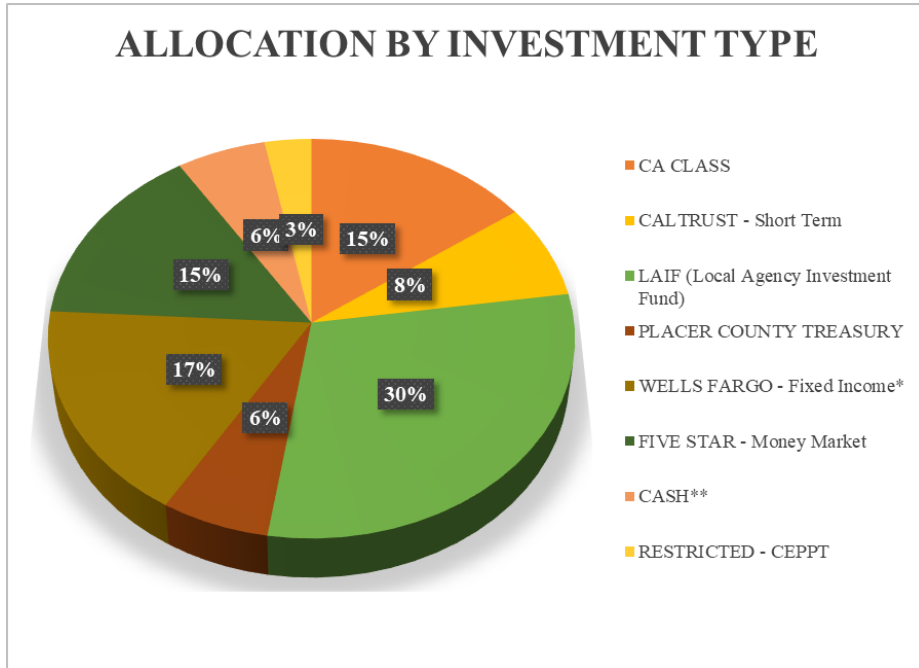
QUARTERLY TRANSFERS

CalTRUST: None
 CA CLASS: None
 LAIF: None
 PLACER COUNTY: None
 WELLS FARGO: None
 FIVE STAR MM: \$3 million from Cash
 CEPPT: None

QUARTERLY REGIONAL TREATMENT PAYMENT

Jan 1 to Mar 31, 2026 \$2,494,704 Cleared Apr 10, 2026
 Oct 1 to Dec 31, 2025 \$2,494,704 Cleared Jan 16, 2026
 Jul 1 to Sept 30, 2025 \$2,494,704 Cleared Oct 31, 2025
 Apr 1 to Jun 30, 2025 \$1,147,081 Cleared July 2, 2025
 Jan 1 to Mar 31, 2025 \$1,147,081 Cleared May 9, 2025

Attachment 2 - Allocation by Fund, Allocation by Investment Type, and Historical Performance



HISTORICAL PERFORMANCE					
	3 months	6 months	1 year*	3 year*	5 year*
CA Class	1.06%	2.11%	4.22%	4.83%	-
CalTRUST Short Term	0.67%	1.65%	3.95%	4.78%	3.16%
LAIF	0.93%	1.97%	4.17%	4.11%	2.84%
Placer County	0.97%	1.94%	3.87%	3.56%	2.43%
Wells Fargo	1.07%	2.14%	4.27%	-	-
Five Star MM	0.93%	1.97%	4.17%	4.11%	2.84%
CEPPT	-0.88%	5.42%	10.84%	8.88%	4.13%

*Annualized

Item 5.4

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Eric Nielsen, General Manager

Subject: Resolution 26-14 Declaring an Election be held in its Jurisdiction, requesting the Board of Supervisors to Consolidate this Election with any other Election Conducted on Said Date, and Requesting Election Services by the County Clerk

Meeting Date: May 7, 2026

Overview

The next General Election will be held on November 3, 2026. Two of the South Placer Municipal Utility District Board Directors have terms that expire in 2026.

<u>Board Member Name</u>	<u>Ward</u>	<u>Regular/Short Term</u>
William Dickinson	Ward 2	Regular
Christy Jewell	Ward 3	Regular

Per California Elections Code Section 10509, the Placer County Office of Elections requires a Resolution from the District to request election services. Resolution 26-14 requests a consolidation of the District's election with the November 3, 2026 Election, requests the County's election services, and identifies the election requirements candidates must follow to qualify for candidacy in their particular Ward.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 26-14:

1. Declaring an Election be held in its Jurisdiction
2. Requesting the Board of Supervisors to consolidate this Election with any other Election conducted on said date, and
3. Requesting Election Services by the County Clerk.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:

Maintain an excellent regulatory compliance record

Provide exceptional value for the cost of sewer service

Related District Ordinances and Policies

This action complies with the following District Policies:

Policy No. 4070 – Basis of Authority

Fiscal Impact

The District will incur applicable costs from Placer County Election Services estimated to be \$40,000. If current Board members run for re-election unopposed, there is a possibility that these costs will not be incurred.

Attachments

1. Resolution 26-14 A Resolution of the South Placer Municipal Utility District Declaring an Election be held in its Jurisdiction, requesting the Board of Supervisors to Consolidate this Election with any other Election Conducted on Said Date, and Requesting Election Services by the County Clerk

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION NO. 26-14**

**A RESOLUTION OF THE GOVERNING BODY OF THE SOUTH PLACER
MUNICIPAL UTILITY DISTRICT, DECLARING AN ELECTION BE HELD IN ITS
JURISDICTION; REQUESTING THE BOARD OF SUPERVISORS TO CONSOLIDATE
THIS ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE;
AND REQUESTING ELECTION SERVICES BY THE COUNTY CLERK**

WHEREAS, this District Governing Body orders an election to be held in its jurisdiction on November 3, 2026; at which election the issue(s) to be presented to the voters shall be:

NOMINATION OF CANDIDATES FOR THE GOVERNING BODY

1. Said election shall be to fill a vacancy for the following Board Members who resigned and/or whose term(s) expired:

<u>Incumbent's Name</u>	<u>Division Number</u>	<u>Regular/Short Term</u>
William Dickinson	Ward 2	Regular
Christy Jewell	Ward 3	Regular

2. Said Directors for this District are elected in the following manner: **By Ward**.
Districts are split into areas; only those voters residing in the area may vote for candidates who run in the area.
3. Said District has determined the following election particulars:
 - The length of the Candidate Statement shall not exceed **200** words.
 - The cost of the Candidate Statement shall be paid by the **Candidate**.

MEASURES TO BE SUBMITTED TO THE VOTERS (IF APPLICABLE)

4. Said District **does not** request that measures be decided at this election.
5. Said District has determined the following election particulars:
 - In the case of a tie vote, the election shall be determined by **LOT**.

- The County Clerk is **requested** to provide election services, all applicable costs will be paid for by the District.

6. The District hereby certifies that:

There have been **NO** District boundary changes since our last election, but the District understands that the Placer County Public Works Mapping Division will verify our District boundary lines prior to the election.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the Board of Supervisors of the County of Placer is hereby requested to:

1. Consolidate the election with any other applicable election conducted on the same day; and
2. Authorize and direct the County Clerk, at Governing Body expense, to provide all necessary election services.

This Resolution shall be considered a Notice of Election and Specification of Election Order, if applicable.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of May, 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary

Item 5.5

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Eric Nielsen, General Manager

Cc: Emilie Costan, Administrative Services Manager

Subject: Resolution 26-15 Adopting a Benefits Resolution for Unrepresented District Employees

Meeting Date: May 7, 2026

Overview and Background

The South Placer Municipal Utility District (District) employs a small number of unrepresented employees who are not covered by a memorandum of understanding (MOU) or collective bargaining agreement. Historically, benefits for these employees have been established through a combination of Board actions over the years.

More recently the Board took the following actions related to benefits for unrepresented employees. On October 2, 2025, the board adopted Resolution 25-34, a resolution adjusting the salaries of unrepresented employees by 2.3% as a cost-of-living adjustment. On February 5, 2026, the board adopted Resolution 26-07, a resolution establishing a Retiree Health Savings Account (RHSA) for new unrepresented employees hired on or after January 1, 2026, replacing the District's other post-employment benefit.

While this approach has allowed flexibility, it has also resulted in benefits being documented across multiple sources rather than in a single, consolidated format. As the District continues to mature organizationally and places emphasis on consistent practices, staff have identified the need to formally adopt a comprehensive benefits resolution for unrepresented employees.

This is the first time the District has prepared a standalone benefits resolution for this employee group, which includes management (i.e., District Engineer, Superintendent, Administrative Services Manager) and management support (i.e., Associate Engineer, Field Supervisor, Management Analyst).

Purpose

The proposed Benefits Resolution is intended to:

- Consolidate all benefits applicable to unrepresented employees into a single document
- Clearly define eligibility, benefit levels, and administrative provisions
- Ensure consistency in the application of benefits
- Provide transparency for employees, management, and the Board

The resolution is not an employment contract. Rather, it reflects benefits as authorized by the Board and administered by the District.

Scope and Structure

The Benefits Resolution is structured to function as a self-contained document and includes the following provisions. The Benefits Resolution was prepared with the assistance of staff from Liebert Cassidy Whitmore.

- Wages (e.g., salary schedule, wage increases, longevity pay)
- Leaves (e.g., vacation, sick leave, holidays)
- Insurances (e.g., medical, dental, vision, life)
- Retirement (e.g., CalPERS, deferred compensation)
- Retiree Medical (e.g., other post-employment benefits, retiree health savings accounts)
- Allowances and Reimbursements (e.g., boots, cell phone, car, tuition)
- Administrative Provisions (e.g., term, severability)

Where feasible, benefit provisions mirror those provided to other District employees to maintain internal consistency, while recognizing the Board’s authority to establish benefits for unrepresented positions by resolution.

The following is a summary of the significant terms and modifications incorporated into the benefits resolution.

Term:	Effective March 19, 2026
Salaries:	Cost of living adjustments (COLAs) for all classifications.
	<ul style="list-style-type: none"> • 2.0% effective March 19, 2026.
	<ul style="list-style-type: none"> • 2%-5% based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for State and Local Government. <ul style="list-style-type: none"> ○ Effective June 25, 2026; June 24, 2027; and June 22, 2028.
Longevity Pay:	Receive 2.5% of base pay upon completion of ten (10) years of service. Receive additional 2.5% of base pay upon completion of fifteen (15) years Was upon fifteen (15) and twenty-five (25) years.
Deferred Compensation:	Management receives 5.0% of base pay into 401(a) account. Management Support receives 2.5% of base pay into 401(a) account. Employees participating in 457 Deferred Compensation Program receive a match from the District up to \$150 per pay period. The District’s match will be placed into the employee’s 401(a) account.
Holiday:	Added Juneteenth.
Vacation:	Maximum vacation accumulation (cap) set at 400 hours. Employees accrue vacation based on their cumulative full-time public sector employment.
Life Insurance:	Management provided \$175,000 of life insurance. Management Support provided \$100,000 of life insurance.

Medical:	District contributes 100% of the Kaiser Region 1 CalPERS plan for applicable tier (i.e., employee only, employee plus one, or employee plus family).
Retiree Medical:	<p>Employees hired before January 1, 2026 and retired after January 1, 2026.</p> <ul style="list-style-type: none"> • District reimburses up to Kaiser Rate Plan (Region 1) at either employee only, employee plus one, or employee plus family. • Employees eligible for Medicare must enroll in a CalPERS Medicare Advantage plan. • Employees pay one percent (1%) of base pay into the District’s OPEB fund. <p>Employees hired after January 1, 2026. District provides a Retiree Health Savings Account (RHSA) and contributes \$200 per pay period.</p>

Board Authority and Flexibility

By adopting benefits through resolution rather than an employment agreement, the Board retains discretion to amend, modify, or repeal benefits in the future, subject to legal requirements. This approach provides appropriate flexibility for a small special district while still ensuring clarity and documentation.

Recommendation

Adoption of this Benefits Resolution represents a prudent step that aligns with best practices for public agencies. It provides a clear and transparent framework for the benefits of unrepresented employees while preserving the Board’s authority and flexibility.

Staff recommends that the Board adopt Resolution 26-15, establishing the Benefits Resolution for Unrepresented Employees.

Strategic Plan Goal

This action is consistent with the District’s Strategic Plan Priorities:

- Make SPMUD a Great Place to Work
- Provide Exceptional Value for the Cost of Sewer Service

Fiscal Impact

Funding for the salary adjustments and other negotiated benefits will be absorbed in the current Fiscal Year 2025/26 operating budget, with future costs included in the recommended budgets in the ensuing fiscal years.

Attachments:

1. Resolution 26-15 Adopting a Benefits Resolution for Unrepresented Employees

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION NO. 26-15**

ADOPTING A BENEFITS RESOLUTION FOR UNREPRESENTED EMPLOYEES

WHEREAS, the Board of Directors (Board) of the South Placer Municipal Utility District (District) is authorized to approve employee benefits that are fiscally responsible and competitive; and

WHEREAS, employees in the classifications of District Superintendent, District Engineer, Administrative Services Manager, Management Analyst, Field Supervisor, and Associate Engineer are not represented by a formal or informal labor group; and

WHEREAS, the benefits for these employees have been established through a combination of Board actions over the years; and

WHEREAS, District staff have identified the need to formally adopt a comprehensive benefits resolution for unrepresented employees; and

WHEREAS, the Board has reviewed the items in the attached Benefits Resolution for Unrepresented Employees and has determined that it is in the best interest of the District to approve the benefits therein.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SOUTH PLACER MUNICIPAL UTILITY DISTRICT THAT:

- I. The Benefits Resolution for Unrepresented Employees attached hereto, is hereby approved.
- II. District staff are authorized to implement the benefit provisions as specified in the Resolution effective March 19, 2026.
- III. Upon its effective date, this Resolution supersedes all previous Memoranda of Understanding and Resolutions governing the benefit provisions for employees covered by the Resolution.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, California this 7th day of May 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary

South Placer Municipal Utility District
Benefits Resolution
for
Unrepresented Employees



March 19, 2026

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Preamble

This Resolution provides wages, benefits, and defines certain terms and conditions of employment for employees whose classifications are listed in Appendix "A" Covered Classifications.

Article 1 - Wages

1.1. Salary Schedule

The salary schedule attached as Appendix "B" Salary Schedule consists of five (5) steps, with five percent (5.0%) between steps one (1) through five (5).

1.2. Step Advancements

Employees will automatically receive a step advancement until they reach the top step of their salary schedule unless they receive a performance evaluation before their anniversary date, where the overall rating is equivalent to "does not meet expectations" or "needs improvement." Anniversary date is defined as the employee's date of hire or last date of promotion, whichever is later.

1.3. Wages Upon Promotion

Employees who are promoted to a position with a higher wage range than the position they formerly occupied will receive the minimum step in the new range, that is at least a five percent (5%) increase, not to exceed the top step in the new wage range. Merit step increases due on or before the employee's promotion will be applied before the promotional salary.

1.4. Wage Increases

Effective March 19, 2026, all classifications will be increased by two percent (2.0%).

Effective June 25, 2026, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

Effective June 24, 2027, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

Effective June 22, 2028, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

1.5. Salary Survey

Salary Surveys include only the following comparable agencies: Carmichael Water District, Citrus Heights Water District, El Dorado Irrigation District, Nevada Irrigation District, Placer County Water Agency, Sacramento Area Sewer District, and San Juan Water District and will use only the following compensation data: Top Step Base Salary; Maximum Longevity Pay; Certification Pay, Health Benefits (employer's maximum contribution towards family medical); Deferred Compensation, employer Social Security contribution, and employee pension costs using the PEPRA retirement tier. The median of the market will be identified in the survey. Benefits that sunset and are no longer available for new employees will not be included.

1.6. Longevity Pay

Employees receive longevity pay upon completion of ten (10) years of service in the amount of two and a half percent (2.5%) of their base hourly rate of pay. Upon completion of fifteen (15) years of service, employees receive an additional two and a half percent (2.5%) of their base hourly rate of pay, for a total of five percent (5.0%).

Article 2 - Leaves

2.1. Vacation Leave

Full-time employees accrue vacation per pay period based on total months of service as follows:

Months of Service	Hours Accrued
Date of hire – 36	3.692
37 – 108	4.615
109 – 168	6.154
169+	7.692

Employees may accrue a maximum of four hundred (400) hours of vacation. Once an employee reaches the maximum, they will no longer accrue vacation until they fall below the cap.

Employees accrue vacation based on their cumulative full-time public sector employment with the State of California, or a California county, city, local agency, or special district. Employees must submit the Prior Public Service Verification Form with attached documentation to Human Resources for verification. Vacation accrual rate adjustments will take effect on the first full pay period following validation by the Human Resources Manager or designee.

2.2. Vacation Pay Upon Separation

Upon separation of employment, employees will receive payment for all unused vacation leave at their then straight time rate of pay. In lieu of cash, a special deferral of vacation leave may be made into the employee's deferred compensation account.

2.3. Vacation Cash Out

During the month of November, employees may make an irrevocable election to cash out up to sixty (60) hours of vacation leave for the succeeding calendar year. To be eligible for this option, employees must have accrued and maintain a minimum balance of forty (40) hours of vacation leave at the time of the election.

Employees that cash out a portion of their vacation accrual will be paid on the first check in December of the following calendar year. Payments are subject to all applicable payroll taxes and withholding.

2.4. Sick Leave

Employees who are in a paid status accrue three point six nine two (3.692) hours of sick leave per pay period without limit. Sick leave is not subject to cash-out during and/or at the end of employment. Sick leave may be taken in increments of fifteen (15) minutes.

2.5. Illness During Vacation

Employees who become ill or injured while on vacation may have this vacation leave changed to sick leave, provided that the employee submits a written request for the change immediately upon return to work accompanied by a statement from the employee's medical practitioner.

2.6. Holidays

a) Employees receive the following paid holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Juneteenth
6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Friday following Thanksgiving Day
11. December 24
12. December 25

b) Holidays for Employees working a 5/8 or 9/80 Work Schedule

When a holiday falls on a Saturday, the preceding Friday is observed as the holiday. When a holiday falls on a Sunday, the following Monday is observed as the holiday. Employees who have exhausted their paid leave and are not covered by FMLA/CFRA or an approved reasonable accommodation are not entitled to receive holiday pay.

c) Holidays for Employees working a 4/10 Work Schedule

When a holiday falls on a Saturday, the preceding Thursday is observed as the holiday. When a holiday falls on a Friday, the preceding Thursday is observed as the holiday. When Christmas Eve Day, Christmas Day falls on a Friday, or the Friday following Thanksgiving Day, the preceding Wednesday is observed as the holiday. When a holiday falls on a Sunday, the following Monday is observed as the holiday. Employees who have exhausted their paid leave and are not covered by FMLA/CFRA or an approved reasonable accommodation are not entitled to receive holiday pay.

d) Holiday Earned Time

If a holiday falls on an employee's regularly scheduled 9/80 day off and SPMUD is closed, the employee will receive Holiday Earned Time equal to the number of hours the employee would normally have worked on that day. Holiday Earned Time must be utilized within the same fiscal year it is accrued. Any Holiday Earned hours remaining at the end of the fiscal year will be paid out to the employee at their straight-time rate of pay. Upon separation, all unused Holiday Earned Time will be paid out at the employee's straight-time rate of pay.

e) Floating Holiday

Employees accrue nine (9) hours of floating holiday on the first working day of the year. Any floating holiday hours remaining at the end of the fiscal year will be paid out to the employee at their straight-time rate of pay. Upon separation, all unused floating holiday hours will be paid out at the employee's straight-time rate of pay. Upon hire employees will receive pro-rata floating holiday hours.

2.7. Bereavement Leave

Employees who have been employed by SPMUD for at least thirty (30) days are entitled to five (5) days of protected bereavement leave in the event of the death of a "family member." Employees will also receive three (3) days of paid leave that must be used concurrently with any bereavement leave taken.

A "family member" means any parent, spouse, registered domestic partner, child, child of an employee's registered domestic partner, grandchild, grandparent, grandparent in-law, brother, brother-in-law, brother and sister of an employee's registered domestic partner, sister, sister-in-law, mother-in-law, father-in-law, mother and father of an employee's registered domestic partner, or the death of any child or close relative who resided with the employee at the time of death.

An employee who utilizes bereavement leave must notify their supervisor or designee of the intent to use such leave. Employees may use such leave on a non-consecutive basis but must complete leave within three (3) months of the date of death of a "family member." SPMUD may request an employee seeking bereavement leave to provide documentation to support the leave.

2.8. Jury Duty

Employees are allowed time off with pay in connection with jury duty. Employees must notify their supervisor upon receiving notice of jury duty.

Article 3 - Insurances

3.1. Medical Insurance

SPMUD contracts for employees, retirees, and their dependents' medical insurance benefit plans through the CalPERS Public Employees Medical and Hospital Care Act (PEMHCA). Employees must enroll in SPMUD's sponsored dental plan. SPMUD contributes up to the following amounts towards employee medical insurance coverage and cafeteria plan benefits:

Tier	Medical Benefit	Cafeteria Plan	Total Benefit
Employee only	Note 1	Note 2	Note 3
Employee plus one	Note 1	Note 2	Note 4
Employee plus family	Note 1	Note 2	Note 5

Note 1: The Medical Benefit equals the Minimum Employer Contribution (MEC) established annually by CalPERS.

Note 2: Cafeteria Plan Benefit equals the difference between the Medical Benefit and the Total Benefit.

Note 3: The total benefit is 100% of the employee only Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

Note 4: The total benefit is 100% of the employee plus one Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

Note 5: The total benefit is 100% of the employee plus family Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

3.2. Medical-in-Lieu

Employees who opt out of medical insurance will receive medical-in-lieu in the amount of five hundred and forty (\$540.00) per month.

3.3. Vision Insurance

SPMUD provides employees and their covered dependents with vision insurance.

3.4. Life Insurance

SPMUD provides Management Support employees with \$100,000 of life insurance and Management employees with \$175,000 of life insurance.

3.5. Supplemental Life Insurance

Employees may purchase additional life insurance for themselves and their dependents at their own expense.

3.6. Employee Assistance Program

SPMUD provides employees and their dependents with an Employee Assistance Program (EAP). Employees may contact Human Resources for details.

3.7. Flexible Spending Accounts

Employees may contribute to the extent provided by law to a Flexible Spending Account (FSA) on a pre-tax basis to assist with the cost of medical/dental/vision expenses, deductibles, and co-payments.

3.8. IRS 125 Dependent Care Spending Plan

Employees may contribute to the extent provided by law to a Dependent Care Plan on a pre-tax basis to assist with the cost of eligible child or elder care expenses.

Article 4 - Retirement

4.1. CalPERS Retirement

Employees hired before April 20, 2012, receive the 2.7% at 55 miscellaneous CalPERS formula with the one (1) year final average compensation period. These employees pay the required eight percent (8.0%) member contribution, on a pre-tax basis.

Employees hired after April 19, 2012, who are not classified as a new member receive the 2% at 55 miscellaneous CalPERS formula with the three (3) year final average compensation period. These employees pay the required seven percent (7%) member contribution, on a pre-tax basis.

Employees hired after December 21, 2012, who are classified as a new member receive the 2% at 62 miscellaneous CalPERS formula (26550) with the three (3) year final average compensation period. These employees pay one-half of the total normal cost as determined annually by CalPERS on a pre-tax basis.

Employees are responsible for notifying CalPERS of their highest compensation period.

Miscellaneous retirement formulas have the following optional CalPERS retirement benefits:

- Sick Leave Service Credit
- Non-Industrial Disability Standard
- Pre-Retirement Death Benefits – Optional Settlement 2

- Post-Retirement Death Benefit - \$2,000
- 2% Retirement COLA
- Public Service Credit for Periods of Layoff

4.2. Deferred Compensation

SPMUD Contributes five percent (5.0%) of Management employee's base salary per pay period into their 401(a) Deferred Compensation Plan.

SPMUD Contributes two and a half percent (2.5%) of Management Support employee's base salary per pay period into their 401(a) Deferred Compensation Plan.

Employees may participate in a SPMUD approved 457 Deferred Compensation Program. SPMUD will match employee contributions of up to one hundred and fifty dollars (\$150.00) per pay period. The District's match will be placed into the employee's 401(a) account.

Article 5 - Retiree Medical

5.1. Retiree Medical Survivor Benefits

Surviving retiree family members may be eligible for health coverage, subject to CalPERS regulation.

5.2. Tier 2 – Employees Hired before January 1, 2026, and Retire after January 1, 2026

SPMUD reimburses these retirees who retired from SPMUD up to the Kaiser Rate Plan of the Region 1 health plan at either the employee only, employee plus one (1), or employee plus two (2) premium minus the SPMUDs CalPERS PEMCHA minimum contribution. This vested retiree health benefit right is promised to current retirees and future retirees who qualified under this section when they retired even beyond the term of this MOU. Employees in Tier 2 who are eligible for Medicare, must enroll in a CalPERS's Medicare plan to receive the reimbursements listed above. These employees pay one percent (1.0%) of their base rate of pay into SPMUDs OPEB fund.

5.3. Tier 3 – Employees Hired after January 1, 2026

MissionSquare – SPUMD provides employees a MissionSquare Retiree Health Savings Account (RHSA), a health reimbursement arrangement as described in Internal Revenue Service Notice 2002-45. SPMUD contributes two hundred dollars (\$200.00) per pay period into each eligible employee's MissionSquare account.

5.4. MissionSquare

Employees may withdraw from the plan upon separation from SPMUD employment per the requirements of the plan. SPMUD pays the administrative fees as charged by the plan.

Article 6 - Allowances and Reimbursements

6.1. Boot Reimbursement

Associate Engineers and Field Supervisors will be reimbursed for safety boots up to three hundred and fifty dollars (\$350.00) annually.

6.2. Eye Wear Reimbursement

Employees will be reimbursed for Personal Protective Equipment (PPE) prescription eyewear or eyewear that contains blue light protection up to three hundred dollars (\$300.00) annually.

6.3. Personal Protection Equipment

SPMUD provides employees with the necessary Personal Protection Equipment as determined by SPMUD.

6.4. Cell Phone Allowance

Associate Engineers, Field Supervisors, Management employees who do not receive a SPMUD cell phone receive a cell phone allowance of thirty dollars (\$30.00) per pay period.

6.5. Car Allowance

Management employees receive a car allowance of one hundred fifty dollars (\$150.00) per pay period.

6.6. Tuition Reimbursement

Employees who are attending an accredited college and working towards the completion of an approved degree, certificate program, or an approved individual class or training may receive tuition reimbursement up to three thousand five hundred dollars (\$3,500) per year.

Tuition reimbursement may be used to cover the cost of tuition, fees, parking, and books. An employee must receive a letter grade of "C" or better or pass if taken as pass/fail to receive reimbursement. Tuition reimbursement is based on when the class or program was completed. Reimbursement must be submitted within thirty (30) days of completion of the class or program. Reimbursement will be made to the employee within thirty (30) days of submission.

Employees who wish to participate in SPMUD's tuition reimbursement program must submit a proposed education plan to the Administrative Services Manager for approval prior to enrollment. Once approved no further pre-approval is necessary. Employees are expected to complete all activities associated with the degree, program, class, or training (e.g., attend classes, complete assignments, study, test) on their own time. Exceptions

may be made by an employee's supervisor allowing for one-time classes and tests associated with a certificate to be completed on SPMUD time.

The list of approved degrees, certificate programs, and individual classes or trainings will be maintained on SPMUD's intranet. Employees may submit degrees, certificate programs, individual classes, or training for consideration to the General Manager to be added to the list of approved degrees or programs. The request to add any degree or program must include the full college course outline, curriculum of the degree or program, all required classes, and an explanation of the benefit to SPMUD. The employee will receive a response approving or denying the request within thirty (30) days of submission of all required materials.

6.7. Maintaining Licenses, Certifications, and Memberships

SPMUD will cover the cost associated with maintaining professional licenses, certifications, and memberships that enhance professional development and provide a benefit to SPMUD. The following certifications and licenses may be covered for an employee subject to General Manager approval: CWEA, CSDM, SHRM, HCRI, PE, DOT/DMV Class A only, Public Notary, CRA/CRM, CPA. The cost of maintaining other certifications, licenses, and membership may be covered subject to advance approval by the General Manager.

Article 7 - Miscellaneous

7.1. Direct Deposit

Employees are required as a condition of employment to enroll in direct deposit for the payment of wages.

7.2. Voluntary Resignation

Employees absent without official leave for three (3) or more consecutive work shifts or absent an aggregate of thirty (30) hours in any calendar month without a satisfactory explanation will be deemed to have voluntarily resigned from SPMUD.

Article 8 - Term

8.1. Severability

If any article or section of this Resolution is found invalid, unlawful, or unenforceable because of any existing or subsequent enacted legislation or by judicial authority, all other articles and sections remain in full force and effect.

8.2. Term

This Resolution is effective from March 19, 2026.

Appendix "A" Recognition

Management Employees

Administrative Services Manager

District Engineer

Superintendent

Management Support Employees

Associate Engineer

Field Supervisor

Management Analyst

Appendix "B" Salary Schedule

Appendix "C" Vacation Accrual Carveout

Cameron Lima will accrue 7.692 hours of vacation leave per pay period.

Item 5.6

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Chad Stites, Superintendent

Cc: Eric Nielsen, General Manager

Subject: Resolution 26-16, Award of Contract for the SPMUD Root Control Program 2026 to Duke's Root Control

Date: May 7, 2026

Overview

Root intrusion into sewers is the leading cause of spills from the sanitary sewer system, as documented in the District's Sewer System Management Plan (SSMP) Audits. Controlling and stopping the growth of roots in the sewer collection system is critical to minimizing the number of spills. A few options exist for addressing root intrusion in sewers. Roots can be physically cut or removed using rodding equipment or high-pressure water. Studies have shown that physically cutting roots may encourage future growth. The other option is to apply chemicals that kill the roots on contact (without harming the plant itself) and stunt future root growth. The District has used contracted forces to apply root control chemicals to sewer mainlines impacted by root growth since the early 1990's. The District's chemical root control program saves time by limiting the frequency District crews need to visit and perform maintenance on a sewer mainline to ensure service.

The number of mainline segments with significant root intrusion has grown over the years. Staff audited the process for managing the chemical root control program. Mainline segments were bundled geographically into two groups. One group is to be treated with root-control chemicals in "even" years (e.g., 2024, 2026) and the other group is to be treated in "odd" years (e.g., 2025, 2027). Due to the rejected bids from 2025, the odd year lines will be treated in back-to-back years (2026 and 2027) to get the schedule back on track.

The 2026 Root Control Program project consists of applying root-control chemicals to two hundred and forty-two (242) mainline pipe segments totaling approximately 65,839 lineal feet.

In 2025, the District issued an invitation to bid for the "odd" year pipe segments, and two bids were received. Unfortunately, both bids had to be rejected due to non-compliance with the requirements outlined in the Invitation to Bid (ITB). The budget estimate of \$160,000 was based on unit costs from the bids from 2025 and doubled because the contract will be for "odd and even" years with an anticipated inflationary adjustment.

The District issued an invitation for bids on March 25, 2026, and posted the solicitation on Public Purchase. Sealed bids were due by April 17, 2026, for a public opening and reading. Duke’s Root Control, Inc. was the only bidder. Duke’s Root Control, Inc. has successfully applied root control chemicals to the District’s sewer system for many years. Staff reviewed the bid and found it responsive to the requirements outlined in the invitation for bids.

Bidder	Amount
Duke’s Root Control, Inc.	\$158,352.53
Budget Estimate	\$160,000.00

Recommendation

Staff recommends the Board of Directors adopt Resolution 26-16, authorizing the General Manager to:

1. Award the attached contract for services with Duke’s Root Control, Inc.
2. Execute change orders up to a cumulative amount not to exceed \$7,917.62, which is 5% of the awarded contract amount.

Strategic Plan Goals

This action is consistent with the District’s Strategic Priorities:

Maintain an excellent regulatory compliance record by reducing spills

Related District Ordinances and Policies

This action complies with the following District Policies:

Policy No. 3150 – Purchasing Policy

Fiscal Impact

The project costs were included in the Fiscal Year 2025/26 budget and will be charged against the budget line item “Root Control Program” (100-F01-61465).

Attachments

1. Resolution 26-16 Notice of Award for the Root Control Program 2026 Project to Duke’s Root Control, Inc.
2. Contract for Services with Duke’s Root Control, Inc.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 26-16

**NOTICE OF AWARD FOR THE ROOT CONTROL PROGRAM 2026 PROJECT
TO DUKE'S ROOT CONTROL, INC.**

WHEREAS, South Placer Municipal Utility District, hereinafter called SPMUD, owns and operates the sewer facilities within its boundary, and

WHEREAS, roots enter the sewer system creating blockages, potentially resulting in spills, and work is required to control the growth of roots within the sewer system, and

WHEREAS, SPMUD competitively bid the work to be performed as required in the Public Contract Code, and

WHEREAS, SPMUD reviewed the bids received and found the bid by Duke's Root Control, Inc. to be the lowest responsive, responsible bidder, and

WHEREAS, discoveries during construction may necessitate a need for changes to the contract, and

WHEREAS, the SPMUD Purchasing Policy (Policy 3150) allows the General Manager to only approve commitments up to and including \$50,000.

NOW, THEREFORE, BE IT RESOLVED that the South Placer Municipal Utility District Board of Directors authorizes the General Manager to:

1. Award the contract for services to apply root-control chemicals to the sewer segments identified in the Root Control Program 2026 Project to Duke's Root Control, Inc. in the amount of \$158,352.53, and
2. Execute change orders for the Root Control Program 2026 contract with Duke's Root Control, Inc., so far as the cumulative amount does not exceed a total of \$7,917.62 (5% of the contract amount). Change orders that collectively total more than the above amount are not authorized without prior approval of the Board of Directors.

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of May 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary

SECTION 5

CONTRACT FOR SERVICES

SPMUD – Root Control Program 2026

THIS CONTRACT is made on this _____ day of _____, 2026, between the SOUTH PLACER MUNICIPAL UTILITY DISTRICT ("District") and, _____ ("Contractor").

WITNESSETH:

WHEREAS, the District desires to control root growth in portions of its sewer collection system piping, within the District, by chemical root control method, and;

WHEREAS, the Contractor has presented a bid for such to the District, dated _____, 2026, (attached hereto and incorporated herein as Exhibit "A") and is duly licensed, qualified and experienced to perform the construction of such facility;

NOW, THEREFORE, the parties hereto mutually agree as follows:

5.0 CONTRACT CONSIDERATIONS: Contractor enters into this Contract as an independent Contractor and not as an employee of the District. All employees, agents, Contractors or subcontractors hired or retained by the Contractor are employees, agents, Contractors or subcontractors of the Contractor and not of the District.

Contractor's decision to execute this Contract is based on independent investigation and research of the conditions affecting this Contract and not upon any representations made by the District, its officers, employees or agents.

5.1 SCOPE OF WORK: Contractor shall provide all labor, equipment, materials and incidentals required to complete, in a good and workmanlike manner, all work. The work is to include, but is not necessarily limited to, the following:

1. Applying Chemical Root Treatment to 242 Mainline Pipe Segments: Diameters ranging from 6-inch to 18-inch and accumulative length totaling 65,839 feet.

The above tasks shall be completed in accordance with drawings, notes, plans and specifications provided to the Contractor by the District. The District reserves the right to increase and/or decrease quantities at its discretion.

5.2 TIME OF PERFORMANCE: The Contractor is to commence, as soon as possible, upon execution and receipt of this Contract by, and receipt of written Notice to Proceed from, the District, and shall be undertaken and completed by June 30, 2026. Work not completed during this timeframe may be removed from the contract at the discretion of the District.

5.3 COMPENSATION: The Contractor shall be paid monthly, for the pipe segments treated, the fees, costs and expenses for all time and materials required and expended, but in no event, shall total compensation exceed the contract amount without the District's prior written approval.

Said amount shall be paid upon submittal of a monthly billing showing tasks completed and quantities installed during the preceding billing period.

If the Work is halted at the request of the District, compensation shall be based upon the proportion that the work performed bears to the total work required by the Contract.

5.4 TERMINATION: This Contract may be terminated, without cause, at any time by the District upon thirty (30) days' written notice. In the event of any such termination, the Contractor shall be compensated as provided for in this Contract. Upon such termination, the District shall be entitled to all work created pursuant to this Contract.

5.5 CHANGES: The District or Contractor may, from time to time, request changes in the scope of the contract to be performed hereunder. Such changes, including any increase or decrease in the amount of Contractor's compensation and/or changes in the schedule must be authorized in advance by the District in writing. Mutually agreed changes shall be incorporated in written amendments to this Contract.

5.6 (Purposely Left Blank)

5.7 WARRANTY: Contractor warrants that it has the expertise or has experts available to help in the preparation of services as set forth in the contract in a manner consistent with generally accepted standards of Contractor's profession. Contractor further warrants that it will perform said services in a legally-adequate manner in conformance with all applicable Federal, state and local laws and guidelines.

Should any failure of the work occur within a period of one year from the date of acceptance of the project by the District due to faulty materials, poor workmanship, or defective equipment, the Contractor shall promptly retreat the pipe segment(s) at his expense and to the satisfaction of the District.

5.8 SUBCONTRACTING: None of the services covered by this Contract shall be subcontracted without the prior written consent of the District. Contractor shall be as fully responsible to the District for the acts and omissions of its Contractors and subcontractors, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by Contractor.

5.9 ASSIGNABILITY: Contractor shall not assign or transfer any interest in this Contract whether by assignment or novation without the prior written consent of the District. Provided, however, that claims for money due or to become due Contractor from the District under this Contract may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the District.

5.10 PREVAILING WAGES: Pursuant to Section 1773, and following, of the California Labor Code, the Contractor and all subcontractors shall pay not less than the prevailing rate of

per diem wages as determined by the Director of the California Department of Industrial Relations for all work performed on site.

5.11 SAFETY: The Contractor shall be responsible for providing, initiating, maintaining, and supervising appropriate safety precautions and programs in connection with the work or the activities of subcontractors, suppliers, and others at the work site, including the public, as required by U.S. OSHA and Cal OSHA.

5.12 PROTECTION OF WORK AND PROPERTY: The Contractor shall employ such means and methods to adequately protect the District, and other public and private property against damage. In the event of damage to such property, Contractor shall immediately restore the property to a condition equal to its original condition and bear all costs thereof. During progress of the work the Contractor shall keep the construction site in a clean and orderly condition.

5.13 INDEMNITY AND LITIGATION COSTS: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents, and employees from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in the Contract Documents, except such loss or damage which was caused by the sole negligence or willful misconduct of the District.

5.14 CONTRACTOR TO PROVIDE INSURANCE: Contractor shall not commence any work before obtaining and shall maintain in force at all times during the term and performance of this Contract the policies of insurance specified in Section 7, attached hereto and incorporated herein by this reference.

5.15 MISCELLANEOUS PROVISIONS: The Contractor shall designate a project manager who at all times shall represent the Contractor before the District on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he is removed at the request of the District or replaced with the written approval of the District.

Contractor shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

This Contract and its Exhibits, the Notice to Bidders, the Bid, General Conditions, Special Provisions, Technical Specifications, Plans, any Addenda and the Drawings constitute the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing.

Contractor shall maintain and make available for inspection by the District and its auditors accurate records of all its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Contract are made to Contractor.

Executed the day and year first above written, by the parties as follows:

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

By: _____
Eric Nielsen, General Manager

Attest:

By: _____
Emilie Costan, Secretary to the Board

Contractor

By: _____

Print: _____

Title: _____

SECTION 6

Purposely Left Blank

SECTION 7

INSURANCE

INSURANCE REQUIREMENTS - The successful bidder must provide a current certificate of insurance, naming South Placer Municipal Utility District as also insured. Proof of coverage for the following must be provided within ten (10) business days of notification of award of contract.

Limits of Liability:

General Aggregate (Other than products/Completed Operations):	\$2,000,000
Products/Completed Operations Aggregate:	\$2,000,000
Personal & Advertising Injury Limit:	\$1,000,000
Each Occurrence Limit:	\$1,000,000
Fire damage	\$50,000
Medical expense (Any one person)	\$5,000

1. Workers compensation Insurance:

Naming the carrier, who must be authorized to do business in the State of California. The Contractor shall require all subcontractors to maintain adequate Workers Compensation Insurance.

The Contractor shall not allow any subcontractor to commence work on his subcontract until such subcontractor has provided proof of insurance in the same type and amount as specified for the Contractor, or; the Contractor shall provide policies which insures the activities of all his subcontractors to the same extent as his own.

2. ENDORSEMENTS:

Each Comprehensive or Commercial General Liability policy shall be endorsed with the following specific language:

A. "The SOUTH PLACER MUNICIPAL UTILITY DISTRICT, its officers, agents, employees, and volunteers are to be covered as insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement."

B. "The insurance provided by the Contractor, including any excess liability or umbrella form coverage, is primary coverage to the DISTRICT with respect to any insurance or self-insurance programs maintained by the DISTRICT and no insurance held or owned by the DISTRICT shall be called upon to contribute to a loss."

C. "This policy shall not be canceled or materially changed without first giving thirty (30) days prior written notice to the DISTRICT."

3. AUTOMOBILE LIABILITY INSURANCE:

Automobile Liability insurance covering bodily injury and property damage in an amount no less than two million dollars (\$2,000,000) combined single limit for each occurrence. Covered vehicles should include owned, non-owned, and hired automobiles, trucks and equipment.

SECTION 8

BOND FORMS

8.1 BOND FOR LABOR AND MATERIAL

KNOW ALL MEN BY THESE PRESENTS, THAT WE

_____ the Contractor in the Contract hereto annexed, as principal, and _____ as surety, are held and firmly bound unto the South Placer Municipal Utility District in the sum of _____ Dollars (\$ _____), lawful money of the United States, for which payment, well and truly to be made, we bind ourselves, jointly and severally, firmly by these presents.

Signed, sealed and dated _____.

The condition of the above obligation is that if said principal, its successors or assigns, as Contractor in the Contract hereto annexed, or his or its subcontractor, fails to pay for any materials, provisions, provender or other supplies, or teams, used in, upon, for or about the performance of the work contracted to be done by said Contractor, namely to furnish all tools, equipment, apparatus, facilities, transportation, labor and material necessary to perform and complete, and to perform and complete in a good workmanlike manner, the work of **SPMUD – Root Control Program 2026** in strict conformity with the terms and conditions set forth in the Contract hereto annexed, or for any work or labor done thereon of any kind or for amounts due under the Unemployment Insurance Act with respect to such work or labor, or to make payments to the Franchise Tax Board pursuant to Civil Code, Section 324SA, or to pay any of the persons named in Civil Code 31S1, said surety will pay in addition to the basic obligation herein case suit is brought upon this bond, a reasonable attorney's fee to be awarded and fixed by the courts, and to be taxed as costs and to be included in the judgment therein rendered. This bond is executed in accordance with the requirements of Title XV of the Civil Code and is subject to the provisions thereof, and shall insure to the benefit of any and all persons, companies and corporations entitled to file claims under and by virtue of the provisions of Section 31S1 of the Civil Code, or to their assigns; 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 there under or the specifications accompanying the same shall, in any wise, affect its obligation on this bond, and it does hereby waive notice of such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

APPROVED AS TO FORM:

CONTRACTOR
(Signature must be Notarized)

SURETY Attorney-In-Fact
(Signature must be Notarized)

Address of Surety _____

BOND FOR FAITHFUL PERFORMANCE

KNOW ALL MEN BY THESE PRESENTS, THAT WE

_____ the Contractor in the Contract hereto annexed, as principal, and _____ as surety, are held and firmly bound unto the South Placer Municipal Utility District in the sum of _____ Dollars (\$ _____), lawful money of the United States, for which payment, well and truly to be made, we bind ourselves, jointly and severally, firmly by these presents.

Signed, sealed and dated _____.

The condition of the above obligation is that if said principal as Contractor in the contract hereto annexed shall faithfully perform each and all of the conditions of said contract to be performed by him, and shall furnish all tools, equipment, apparatus, facilities, transportation, labor, and material, other than material, if any, agreed to be furnished by the District, necessary to perform and complete, and to perform and complete in a good workmanlike manner, and to guarantee acceptable performance of the work for a period of one year following the acceptance of the project, the work of, **SPMUD – Root Control Program 2026**, in strict conformity with the terms and conditions set forth in the contract hereto annexed, and after a period of one year following the acceptance of the project, then this obligation shall be null and void, otherwise to remain in full force and effect; 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 there under or the specifications accompanying the same shall, in any wise, affect its obligation 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 work or to the specifications.

Surety further agrees in case suit is brought upon this bond, that it will pay, in addition to the basic obligation herein, a reasonable attorney's fee to be awarded and fixed by the Court, and to be taxed as costs, and to be included in the judgment therein rendered.

APPROVED AS TO FORM:

CONTRACTOR/TITLE
(Signature must be Notarized)

SURETY Attorney-In-Fact
(Signature must be Notarized)

Address of Surety _____

SECTION 9

GENERAL CONDITIONS

9.1 GENERAL DESCRIPTION OF WORK: This project includes the application of a chemical root herbicide into sewer mainline and service lateral pipes for controlling root growth within the pipes. (Table A – Mainline Root Foaming List) The locations are various locations within the District service area. This work will require traffic control and may require confined space entries.

The work includes but is not limited to the following:

Applying Chemical Root Treatment to 242 Mainline Pipe Segments: Diameters ranging from 6-inch to 18-inch and accumulative length totaling 65,839 feet.

Refer to Appendices for further detail.

The above tasks will be completed in accordance with drawings, notes, plans, and specifications provided to the Contractor by the District. The District reserves the right to increase and/or decrease quantities at its discretion.

9.2 LOCATION OF WORK: The Project is located within the City of Rocklin, Town of Loomis, and Newcastle, California.

9.3 TIME OF COMPLETION: Time is of the essence; the Contractor shall complete this work by June 30, 2026.

9.4 POINT OF CONTACT (POC): The following District personnel are available to this project:

<u>Name:</u>	<u>Capacity/Title:</u>	<u>Phone No:</u>
Chad Stites	Owner’s Representative/Superintendent	(916) 786-8555 Ext. 213
Carie Huff	District Engineer	(916) 786-8555 Ext. 321
Emilie Costan	Payments	(916) 786-8555 Ext. 111
John Romero	Inspector	(916) 824-5279

Chad Stites is the Project Manager for this District project and is the Contractor’s primary POC. Additional contact information:

Chad Stites	Project Manager
Phone:	(916) 786-8555 Ext. 213
FAX:	(916) 786-8553
E-mail:	cstites@spmud.ca.gov
Address:	5807 Springview Drive, Rocklin, CA 95677

9.5 CONTRACT BONDS: The Contractor shall provide, at the time of the execution of the agreement or contract for work, and at his own expense, a surety bond ("Performance Bond") in an amount equal to at least 100 percent (100%) of the contract price as security for the faithful performance of said agreement within the time prescribed, in a manner satisfactory to the District, and that all materials and workmanship will be free from original or developed defects. The Contractor shall also provide, at the time of execution of the agreement or contract for the work, and at his own expense, a separate surety bond ("Payment Bond") in an amount equal to at least 100 percent (100%) of the contract price as security for the payment of all persons performing labor and furnishing materials in connection with said agreement. The Contractor shall maintain the Payment Bond in full force and effect until the District accepts the work and until all claims for

materials and labor are paid and shall otherwise comply with Civil Code. Sureties on each of said bonds shall be satisfactory to the District Counsel. Section 8 contains Bond forms acceptable to the District

9.6 DISPUTE RESOLUTION: In the event of any dispute between the Contractor and the District regarding payment for or prosecution of the work, the Contractor shall not stop the work but will prosecute the work to completion in the manner directed by the District. All claims for extension of time or payment of money of three hundred seventy five thousand dollars (\$375,000) or less shall be resolved pursuant to the provisions of Article 1.5 of Chapter 1 of Part 3 of the Public Contract Code (commencing with section 20104), unless the Contractor and the District agree in writing to a different manner of resolution; provided, however, the District may elect to utilize the dispute resolution procedures as provided in Article 7.1 of Chapter 1 of Part 2 of the Public Contract Code (commencing with section 10240) by providing the Contractor with a notice of such election prior to the issuance of the final contract payment.

The Contractor shall certify at the time of submission of a claim as follows:

I certify under penalty of perjury under the laws of the State of California that the claim submitted herewith is made after a good faith investigation of the facts, that the supporting data are accurate and complete and that the amount requested accurately reflects the monies due for work performed under the Contract for which the District is liable.

By: _____
(Contractor's signature)

Any litigation arising out of this Contract shall be brought in the Superior Court of Placer County, and the Contractor hereby waives the removal provisions of section 394 of the Code of Civil Procedure.

9.7 SOUND CONTROL REQUIREMENTS: Sound control shall be in conformance with the local governing authority.

9.8 PRE-CONSTRUCTION CONFERENCE: Prior to commencing work, a pre-construction meeting will be held for discussing with the Contractor the scope of work, plans, specifications, existing conditions, and all essential matters pertaining to the execution and the satisfactory completion of this project. The Contractor's representative at this meeting shall include the job Superintendent and the on-site Supervisor, who will be directly involved in the work, or who shall oversee and direct the work of other contracted staff.

9.9 CONTRACT WORKING HOURS: Contract working hours shall be limited to 7:00 A.M. to 5:00 P.M., Monday through Thursday, and 7:00 A.M. to 4:00 P.M. Friday excluding Holidays and weekends unless otherwise approved by the District.

9.10 OVERTIME: Contractor shall pay the overtime costs incurred by the District, if any, at the rate of \$190.34/hour. For District employees, the regular workday starts at 7:00 AM M-F and ends at 4:30 PM Monday – Thursday and 3:30 PM on Friday.

9.11 STAGING: The District will provide staging space at its Corporation Yard located at: 5807 Springview Drive, Rocklin, CA 95677. Any additional areas required by the Contractor shall be his responsibility to provide. Availability of the Corporation Yard will be limited to Contract Working Hours.

9.12 INSPECTION: All material, equipment and worked performed will be inspected to ensure compliance with the plans and specification requirements.

9.13 ACCEPTANCE: The District will accept the project upon satisfactory completion of all work as described in the plans and specifications.

9.14 PROGRESS PAYMENT INVOICING INSTRUCTIONS: Upon completion of work or delivery of items, the Contractor is to submit an invoice to the Project Manager or his designated representative for certification of work completed or delivery in satisfactory manner. Progress payments may be made upon submittal of a monthly billing and ten percent (10%) retention of the billed amount. Request for payment must be submitted to the District by the 5th day of each month for the prior calendar months' work for verification and approval by the District.

9.15 RETENTION / SECURITY: Pursuant to Public Contract Code Section 22300, for monies earned by the Contractor and withheld by the District to ensure the performance of the Contract, the Contractor may, at its option, choose to substitute securities meeting the requirements of Public Contract Code Section 22300, or have the retained, earned monies deposited in an escrow account at a federal or state chartered bank.

SECTION 10

SPECIAL PROVISIONS

10.0 REFERENCED STANDARDS AND CODES: The Standards and Codes applicable to the work to be constructed include, but are not limited to the following:

DISTRICT STANDARD SPECIFICATIONS: The Standard Specifications and Improvement Standards for Sanitary Sewers of the South Placer Municipal Utility District, latest edition.

STATE STANDARD SPECIFICATIONS: The 2006 edition of the Standard Specifications of the State of California, Department of Transportation. Reference is made to Section 1 of the State Standard Specifications for other pertinent definitions.

MANUFACTURER'S SPECIFICATIONS: The specifications for materials, design, installation, preparation, etc., for the products involved in this work.

10.1 DEFINITIONS AND TERMS: Whenever the following underlined terms (or similar) are used in the Codes or Standards, or in any documents or instruments where the Codes and Standards govern, the following terms or pronouns in place of them are used, with the intent and meaning to be interpreted as follows:

Agency/State/Owner: **DISTRICT:** The South Placer Municipal Utility District.

Engineer/Architect: **District Engineer:** The District Engineer of South Placer Municipal Utility District or his/her duly designated District representative.

10.2 SPECIAL CONDITIONS: Provide all work and materials in full accordance with the latest rules and regulations of the California Administrative Code, OSHA requirements, the latest editions of the Standard Specifications and Codes, and all other applicable laws or regulations.

Furnish without extra charge any additional material or labor required to comply with these rules and regulations, whether shown, specified or not. In the event these Specifications require materials of greater weight, quality or quantity than indicated by Plan or Code requirements, the Specifications shall apply.

All work under this contract shall be typically performed to achieve the highest standard of each and every trade involved whether directly specified or not.

10.3 MATERIALS, SERVICES AND FACILITIES: Except as otherwise specifically stated in the contract documents, the Contractor shall provide and pay for all materials, labor, tools equipment, light, power, transportation, supervision, temporary construction of any nature, and all other services and facilities necessary to complete and deliver the work within the time specified.

10.4 PERMITS: The Contractor shall obtain an Encroachment Permit from the governing agency whose jurisdiction the work is to be performed:

City of Rocklin
4081 Alvis Court
Rocklin, CA. 95677
(916) 625-5500

Town of Loomis
3665 Taylor Rd
Loomis, CA 95650
(916) 652-1840

Placer County
(for Communities of Penryn and Newcastle)
Engineering and Survey Department
3091 County Center Drive
Auburn, CA 95603
(530) 745-3110

Encroachment Permits shall be maintained on the job-site, and a copy provided to the District prior to start of work.

Water Use:

Should water be necessary for the root control process, contact Placer County Water Agency to obtain a Hydrant Meter Permit.

Placer County Water Agency
114 Ferguson Road
Auburn, CA 95604
(530) 823-4850

Hydrant Meter permit shall be maintained on the job-site, and a copy provided to the District prior to use.

10.5 NOTICE TO RESIDENTS: Contractor shall provide 48-hour advanced notice to affected residents of the work that will be performed on their property.

10.6 REGULATORY COMPLIANCE: The Contractor shall provide all appropriate safety equipment required by U.S. OSHA and Cal OSHA for confined space entries and traffic control. Evidence of training for permit required Confined Spaces and Traffic Control shall be submitted to the District for their records at the time the contract is awarded.

The District shall stop work activities if inappropriate safety equipment and traffic control devices are not in use or safety procedures outlined in these Special Provisions, the District Standard Specifications, the State Standard Specifications, and as required by federal and state OSHA and State Labor Code are not adhered to. Work stoppage under these circumstances shall not be considered billable to the District.

10.7 MANHOLE ENTRY: All entries into active sanitary sewer manholes are 'Permit Required' confined space entries and said entries shall comply with all U.S. OSHA and CAL OSHA safety requirements. These entries shall apply to Contractor's, sub-contractors, their employees, and corporate officers. It shall be the responsibility of the contractor to conform to these safety requirements and provide all the necessary confined space entry equipment. The Contractor shall provide a copy of each completed confined space entry permit to the District upon demand. In addition, as stated in Section 10.7 "Regulatory Compliance", Contractor shall provide to District evidence of completion of confined space training requirements as per Federal Regulation 1910.146 - Permit - Required Confined Spaces.

Full compensation for conforming to the requirements of this section shall be considered as included in the payments for the contracted unit cost pricing and no additional compensation will be allowed.

10.8 TRAFFIC CONTROL: Traffic control requirements shall be dictated by encroachment permit issued by the local governing agency. Personal vehicles of the Contractor's employees shall not be parked on the traveled way or shoulders, including any section closed to public traffic. Contractor is responsible to familiarize themselves with root foam application sites and all conditions affecting traffic control. Labor and equipment used for traffic control operations shall be provided by the Contractor and included into the contracted (unit cost) pricing.

10.9 CLEAN UP: Work sites shall be maintained in a clean and orderly manner throughout project in so far as possible. At the end of each workday, work sites shall be returned, at a minimum, to their pre-construction condition.

10.10 CHEMICAL SPILL RESPONSE PLAN: Prior to commencement of work, Contractor shall submit to the District for approval, a detailed spill response plan appropriate for the application and type of chemical used.

10.11 PRECIPITATION EVENTS: No work shall be performed when a likely precipitation event is forecast in the next 48 hours. A likely precipitation event is any weather pattern that is forecast to have a 50% or greater chance of producing more than 0.5 inches of precipitation in the project area. Precipitation forecast information can be obtained from the National Weather Service Forecast Office.

SECTION 11

TECHNICAL SPECIFICATIONS

11.01 SEWER LINE CHEMICAL ROOT TREATMENT (Foaming Method, by NASSCO)

- A. Intent: The intent of chemical root treatment is to kill tree roots in sanitary sewer lines and to inhibit root re-growth without damaging the trees, the environment, or the treatment plant.
- B. Reference Specifications: The chemical root treatment material shall be EPA registered and labeled for use in sewer lines and acceptable to the state agencies having jurisdiction over its use.

The Contractor shall submit a specimen product label of the material to be used in chemical root treatment to the Engineer with his bid or proposal.

All materials and mixing/application procedures for chemical root treatment shall be consistent with the latest standards, requirements, and recommendations of the manufacturer of the chemical root treatment material used.

- C. Materials: The active ingredient for killing roots shall be a non-systemic herbicide which will kill roots at low concentrations, but which will not permanently affect parts of the plant distant from the treated roots. The active ingredient must be spontaneously detoxified by natural chemical/biochemical processes following its use.
Manufacturer's maximum use guidelines should always be observed.

The active ingredient for inhibiting root regrowth in sanitary sewers shall inhibit root cell growth on contact but shall not be transported so as to damage other portions of the plant. The material shall form a persistent chemical barrier suppressing the growth of root tips. The material shall be sufficiently stable under conditions of use to provide protection for twelve months but shall be subject to decomposition in wastewater treatment plants without disturbing plant processes.

To improve transportation of the active ingredients into root tissues, the root treatment material shall contain emulsifiers to degrease root masses and remove fatty acids from root tissue and surfactants to convert an aqueous solution of the root treatment agent into a volatile foam when using the proper aeration equipment. This method insures root treatment material is held in line until chemical reaction is complete and roots are fully exposed to chemical.

- D. Precautions and Responsibility: The Contractor's attention is directed to the safety requirements and precautions associated with the use of the root treatment material.

The Contractor is required to be knowledgeable of and in compliance with federal and state requirements relative to the root treatment material and its use. Compliance with federal state law shall supersede compliance with the provisions of this contract.

Mixing and application of the root treatment material shall be done under the supervision of a state-certified pesticide (herbicide) applicator as required by law.

The Contractor shall use precautions for the protection of all persons, vegetation, animals, and property. The Contractor is responsible for damage to private property and vegetation.

11.02 SUBMITTALS

A. The Contractor shall provide shop drawings, product data, and other pertinent information as follows:

1. Safety Data Sheet (SDS)
2. Product Specimen Label.
3. Evidence of qualifications to apply pesticide in Placer County.

B. Experience and Qualifications

Bidders must be licensed with the California Department of Pesticide Regulation (hereafter, CDPR) prior to the bid date

1. Applicator license/certification with the CDPR.
2. Experience records to demonstrate a minimum 100,000 linear feet of direct experience in applying chemical sewer root control of the type specified.
3. Project experience to indicate the staffing and equipment capable of performing work consistent with the needs of this contract.

11.03 TRANSPORTATION, STORAGE, AND PROTECTION

All materials shall be transported, stored, and protected in accordance with manufacturer's recommendations and applicable Federal and State guidelines.

11.04 ROOT CONTROL PRODUCT

A. The root control product shall be registered with the US EPA and the CDPR, prior to the bid opening, and shall be labeled for use in sewers to control tree roots. The root control product shall contain an active ingredient for killing sewer roots and controlling their regrowth. The following products, or an approved equal, shall be used:

1. Razorooter II
2. Sanafoam Vaporooter II

B. Proven Equivalents:

Should the Contractor wish to use any product other than specified herein, must submit complete descriptive literature naming the proposed substitution and manufacturer and must be approved in writing prior to the bid date.

11.05 MANNER OF APPLICATION

- A. All work must be performed by persons qualified to do so and be performed according to label instructions. All applications shall be done by foaming or methods provided on the product label.

The application of the product shall be performed in such a way as to contact roots within the main line sewer to be treated. Effort will also be made to penetrate lateral sewers to contact roots residing in the service lateral connections. Foam quality must be sufficient to effectively treat all pipe diameters and foam must be mechanically produced.

11.06 REPORTS ON COMPLETED WORK TO BE PROVIDED BY THE CONTRACTOR

- A. Upon completion of the project and accompanying the invoice, or whenever requested to by the Owner, the Contractor shall submit reports which show the following information:

1. The name of the Owner
2. The report dates
3. The date each given sewer line was treated
4. The SPMUD Asset ID for each line treated
5. The pipe size for each given sewer line
7. The length (manhole to manhole) for each given sewer line

11.07 GUARANTEE REQUIREMENTS

For each sewer section (manhole-to-manhole) that is treated under the Contract, the Contractor shall guarantee the work as follows.

The Contractor shall, at his own expense, re-treat a sewer section, in the event that: (1) live roots are found in the section within six months after Project Acceptance by the District or, (2) the section plugs up due to tree root obstructions within a period of two years beginning on the Project Acceptance date.

Retreatments, performed at no charge in honor of the guarantee, do not extend the expiration date of the guarantee. Retreatments shall be performed within 30 days of notification of the District unless the time is otherwise extended at the sole discretion of the District.

The guarantee applies only to main line sewer stoppages caused by tree roots. It does not apply to stoppages caused by grease or other foreign matter; flat, collapsed or deformed pipe; or flooding caused by a surcharged or plugged sewer section downstream from a guaranteed sewer section. The Contractor is not responsible for damage caused by main line stoppages.

The decision of the Owner as to the cause of a stoppage shall be binding.

The Contractor shall be required to return within 30 days of notification, at the Contractor's sole expense, for the purpose of performing free re-treatments as required under the guarantee.

END OF SECTION

Appendix A

Table A

Root Control List – Mainline Pipe

Table 'A'

SPMUD - Root Control Program 2026

Item	Up Manhole	Up MH Location	Down Manhole	Down MH Location	Pipe Length	Pipe Diameter	Notes	Encroachment Permitting Jurisdiction
1	H07-001	Pacific St	H07-002	Pacific St	402	8	Off Pavement	City of Rocklin
2	H07-007	6155 Woodside Dr	H07-004	Woodside Dr/Westwood Dr	406	6	Low Volume/Low Speed Road	City of Rocklin
3	H07-008	3147 Hickory Way	H07-009	Hickory Wy/Hemlock Wy	248	6	Low Volume/Low Speed Road	City of Rocklin
4	H07-009	3065 Hickory Way	H07-010	Hickory Wy/Westwood Dr	238	6	Low Volume/Low Speed Road	City of Rocklin
5	H07-012	6315 Westwood Dr	H07-011	6260 Westwood Dr	403	6	Low Volume/Low Speed Road	City of Rocklin
6	H07-013	6375 Westwood Dr	H07-012	6375 Westwood Dr	400	6	Low Volume/Low Speed Road	City of Rocklin
7	H07-016	6370 Hemlock Way	H07-017	6300 Hemlock Way	348	6	Low Volume/Low Speed Road	City of Rocklin
8	H07-017	6315 Hemlock Way	H07-009	Hickory Wy/Hemlock Wy	368	6	Low Volume/Low Speed Road	City of Rocklin
9	H07-018	6330 Edgewood Way	H07-008	3147 Hickory Wy	384	6	Low Volume/Low Speed Road	City of Rocklin
10	H07-022	6540 Delwood Ct	H07-021	Delwood Dr/Westwood Dr	138	6	Low Volume/Low Speed Road	City of Rocklin
11	H07-031	5524 Woodbridge Ct	H07-030	Behind Woodbridge Ct	88	12	Low Volume/Low Speed Road	City of Rocklin
12	H07-067	5632 Mapleridge Ct	H07-067	5807 Springview Dr	175	8	Low Volume/Low Speed Road	City of Rocklin
13	H07-F01	3150 Somerset Way	H07-015	3120 Somerset St	59	6	Low Volume/Low Speed Road	City of Rocklin
14	H08-040	6149 Woodside Dr	H08-041	6135 Woodside Dr	192	6	Low Volume/Low Speed Road	City of Rocklin
15	H08-053	6100 Merrywood Dr	H08-054	6125 Merrywood Dr	422	6	Low Volume/Low Speed Road	City of Rocklin
16	H08-057	5800 Ridgeview Dr	H08-004	5835 Dew Ct	180	6	Low Volume/Low Speed Road	City of Rocklin
17	H08-F01	3545 Edgewood Way	H08-020	3565 Woodglade Ct	117	6	Low Volume/Low Speed Road	City of Rocklin
18	H09-018	6390 Rustic Hills Dr	H09-017	Rustic Hills Dr/Creekview Ct	377	6	Low Volume/Low Speed Road	City of Rocklin
19	H09-F01	6200 Rustic Hills Dr	H09-026	6215 Rustic Hills Dr	144	6	Low Volume/Low Speed Road	City of Rocklin
20	I07-004	3655 Sunset Bl	I07-005	Sunset Bl Off Road	133	12	Off Pavement	City of Rocklin
21	I07-006	3500 Sunset Bl	I07-115	6050 Pacific St	311	12	Easement Road	City of Rocklin
22	I07-007	6050 Pacific St	I07-114	6050 Pacific St	154	12	Easement Road	City of Rocklin
23	I07-009	5492 E Sunwood Ct	H07-031	Behind Woodbridge Ct	291	12	Low Volume/Low Speed Road	City of Rocklin
24	I07-020	Sunset Blvd	I07-024	Sunset Blvd	317	8	In Median	City of Rocklin
25	I07-024	Sunset Blvd	I07-025	Sunset Blvd	394	8	In Median	City of Rocklin
26	I07-036	Sunset Blvd/S Whitney Blvd	I07-025	Sunset Blvd	400	8	45 MPH, Lane Closure	City of Rocklin
27	I07-059	Easement Road	I07-058	Easement Road	224	18	Easement Road	City of Rocklin
28	I07-060	Easement Road	I07-059	Easement Road	303	18	Easement Road	City of Rocklin
29	I07-061	Shannon Bay Dr	I07-105	Easement Road	460	18	Easement Road	City of Rocklin
30	I07-062	5757 Shannon Bay Dr	I07-061	Shannon Bay Dr	89	18	Off Pavement	City of Rocklin
31	I07-075	3104 Sunset Blvd	I07-119	Shannon Bay Dr	53	18	Off Pavement	City of Rocklin
32	I07-077	Shannon Bay Apartments	I07-062	Easement	69	6	Apartment Parking Lot	City of Rocklin
33	I07-105	Easement Road	I07-060	Easement Road	165	18	Easement Road	City of Rocklin
34	I07-114	5460 Willowynd Ct	I07-009	Behind E. Sunwood Ct	219	12	Easement Road	City of Rocklin
35	I07-115	6050 Pacific St	I07-007	6050 Pacific St	583	12	Kinder Morgan Property	City of Rocklin
36	I07-116	5595 Third St	I08-020	Third St/Farron St	515	6	Low Volume/Low Speed Road	City of Rocklin
37	I07-123	Easement Road	I07-062	Easement Road	401	18	Easement Road	City of Rocklin
38	I08-015	5529 Chester Ln	I08-066	3610 Augustine Ct	205	12	Low Volume/Low Speed Road	City of Rocklin
39	I08-043	5470 Pacific St	I08-042	Behind 5490 Pacific St	185	8	Off Pavement	City of Rocklin
40	I08-044	Second St	I08-017	Second St/Farron St	392	6	Low Volume/Low Speed Road	City of Rocklin
41	I09-014	5430 S Grove St	I09-116	5460 S Grove St	221	8	Low Volume/Low Speed Road	City of Rocklin
42	I09-040	Hidden Glen Dr behind curb	I09-038	5393 Hidden Glen Dr	52	6	Low Volume/Low Speed Road	City of Rocklin
43	I10-004	El Don Dr	I10-051	El Don Dr	266	8	Low Volume/Low Speed Road	City of Rocklin

Table 'A'

SPMUD - Root Control Program 2026

44	J08+033	5256 Fourth St	J08-029	5345 Fourth St	400	6	Low Volume/Low Speed Road	City of Rocklin
45	J08+062	5445 Fifth St	J07-022	5480 Fifth St	422	6	Low Volume/Low Speed Road	City of Rocklin
46	J08-001	Third St/Midas Ave	J08-002	4875 Second St	244	12	Low Volume/Low Speed Road	City of Rocklin
47	J08-004	4905 Third St	J08-042	5020 Third St	380	6	Low Volume/Low Speed Road	City of Rocklin
48	J08-006	Easement Road	J08-005	Emerson St/Second St	371	8	Low Volume/Low Speed Road	City of Rocklin
49	J08-008	Pacific St/Pine St	J08-007	Pine St/Railroad Alley Ave	182	8	Low Volume/Low Speed Road	City of Rocklin
50	J08-016	Alley	J08-015	Rocklin Rd	180	6	Alley	City of Rocklin
51	J08-018	3745 Bush St	J08-019	3700 Bush St	179	8	Low Volume/Low Speed Road	City of Rocklin
52	J08-022	5320 Front St	J08-023	Front St/C St	316	8	Low Volume/Low Speed Road	City of Rocklin
53	J08-030	B St/Third St	J08-072	5350 Third St	323	6	Low Volume/Low Speed Road	City of Rocklin
54	J08-034	Rocklin Rd/Third St	J08-064	Rocklin Rd/Fourth St	223	6	Low Volume/Low Speed Road	City of Rocklin
55	J08-037	5105 Third St	J08-083	5150 Third St	260	6	Low Volume/Low Speed Road	City of Rocklin
56	J08-041	Third St/Maple St	J08-037	Third St/Nevada St	300	6	Low Volume/Low Speed Road	City of Rocklin
57	J08-058	5165 Fifth St	J08-068	5121 Fifth St	287	6	Low Volume/Low Speed Road	City of Rocklin
58	J08-059	5245 Fifth St	J08-060	5325 Fifth St	455	6	Low Volume/Low Speed Road	City of Rocklin
59	J08-060	5335 Fifth St	J08-061	Fifth St/C St	453	6	Low Volume/Low Speed Road	City of Rocklin
60	J08-061	Fifth St/C St	J08-028	Fourth St/C St	282	6	Low Volume/Low Speed Road	City of Rocklin
61	J08-062	5445 Fifth St	J08-061	Fifth St/C St	422	6	Low Volume/Low Speed Road	City of Rocklin
62	J08-063	5115 Fourth St	J08-035	Fourth St/Rocklin Rd	427	6	Low Volume/Low Speed Road	City of Rocklin
63	J08-064	ROCKLIN RD	J08-030	Thrid St/B St	526	6	Low Volume/Low Speed Road	City of Rocklin
64	J08-065	5435 Fourth St	J08-064	5585 Hawes Wy	324	6	Low Volume/Low Speed Road	City of Rocklin
65	J08-068	5121 Fifth St	J08-057	Fifth St/Nevada St	116	6	Low Volume/Low Speed Road	City of Rocklin
66	J08-072	5350 Third St	J08-026	Thrid St/C st	325	6	Low Volume/Low Speed Road	City of Rocklin
67	J08-083	5155 Third St	J08-064	Rocklin Rd/Third St	302	6	Low Volume/Low Speed Road	City of Rocklin
68	J09+034	4930 Grove St	J09-033	Grove St/Cedar St	148	6	Low Volume/Low Speed Road	City of Rocklin
69	J09+056	Pacific St/Cedar St	J08-008	Pacific St/Pine St	494	8	45 MPH, Lane Closure	City of Rocklin
70	J09+060	Alley	J08-009	Oak St	300	6	Low Volume/Low Speed Road	City of Rocklin
71	J09-003	Tuttle Dr/Winners Cir	J09-004	4587 Tuttle Dr	183	6	Low Volume/Low Speed Road	City of Rocklin
72	J09-005	Tuttle Dr/Gate Wy	J09-021	Racetrack Cir/Gate Wy	290	6	Low Volume/Low Speed Road	City of Rocklin
73	J09-033	GROVE ST	J09-052	Grove St/ E. Midas Av	444	6	Low Volume/Low Speed Road	City of Rocklin
74	J09-034	4930 Grove St	J09-035	Pine St/ Grove St	339	6	Low Volume/Low Speed Road	City of Rocklin
75	J09-035	GROVE ST	J09-043	4050 Pine St	177	6	Low Volume/Low Speed Road	City of Rocklin
76	J09-036	5040 Grove St	J09-096	5065 Grove St	296	6	Low Volume/Low Speed Road	City of Rocklin
77	J09-043	4065 Pine St	J09-044	Pine St/High St	193	6	Low Volume/Low Speed Road	City of Rocklin
78	J09-048	4955 San Francisco St	J09-049	Cedar St/ San Francisco St	285	6	Low Volume/Low Speed Road	City of Rocklin
79	J09-049	Cedar St	J09-050	3900 E. Midas Av	455	6	Low Volume/Low Speed Road	City of Rocklin
80	J09-058	3840 Cedar St	J09-056	4900 Pacific St	231	6	Low Volume/Low Speed Road	City of Rocklin
81	J09-060	5055 Pacific St	J09-047	Alley Behind 5055 Pacific St	196	6	Low Volume/Low Speed Road	City of Rocklin
82	J09-061	Sanfrancisco St	J09-046	Pine St/San Francisco St	501	6	Low Volume/Low Speed Road	City of Rocklin
83	J09-090	5120 High St	J09-041	Rocklin Rd/High St	367	6	Low Volume/Low Speed Road	City of Rocklin
84	J09-093	4201 Racetrack Rd	J09-031	Racetrack Rd/Meyers St	183	6	Low Volume/Low Speed Road	City of Rocklin
85	J09-096	5065 Grove St	J09-037	5100 Grove St	62	6	Low Volume/Low Speed Road	City of Rocklin
86	J09-106	4325 Racetrack Rd	J09-027	4410 Racetrack Rd	335	6	Low Volume/Low Speed Road	City of Rocklin
87	J09-110	5050 Myers St	J09-078	5130 Myers St	302	8	Low Volume/Low Speed Road	City of Rocklin

Table 'A'

SPMUD - Root Control Program 2026

88	J09-F02	4130 Pine St	J09-035	Pine St/Grove St	212	6	Low Volume/Low Speed Road	City of Rocklin
89	J09-F04	E Midas Ave	J09-058	3840 Cedar St	221	6	Low Volume/Low Speed Road	City of Rocklin
90	K09-002	Parking lot	K09-044	Parking lot	375	10	Parking Lot	City of Rocklin
91	K09-006	4442 Winners Cir	J09-003	Tuttle Dr/Winners Cir	401	6	Low Volume/Low Speed Road	City of Rocklin
92	K09-012	4320 Circuit Dr	K09-014	4300 Circuit Dr	223	6	Low Volume/Low Speed Road	City of Rocklin
93	K09-013	4451 Circuit Ct	K09-014	4300 Circuit Dr	240	6	Low Volume/Low Speed Road	City of Rocklin
94	K09-016	4500 Ivy Ln	K09-045	4505 Pacific St	270	10	Off Pavement	City of Rocklin
95	K09-017	4510 Ivy Ln	K09-016	4500 Ivy Ln	58	6	Low Volume/Low Speed Road	City of Rocklin
96	K09-019	Jamerson Dr/Ivy Ln	K09-017	4510 Ivy Ln	163	6	Low Volume/Low Speed Road	City of Rocklin
97	K09-020	Circuit Dr	K09-015	Circuit Dr/Ivy Ln	195	6	Low Volume/Low Speed Road	City of Rocklin
98	K09-021	Parking lot	K09-022	Parking lot	243	10	Off Pavement	City of Rocklin
99	K09-022	Parking lot	K09-049	Storage yard	110	10	Off Pavement	City of Rocklin
100	K09-023	4600 Pacific St	K09-024	4685 Pacific St	472	8	45 MPH, Lane Closure	City of Rocklin
101	K09-024	4700 Pacific St	J09-054	4745 Pacific t	425	8	45 MPH, Lane Closure	City of Rocklin
102	K09-030	Near railroad track	K08-072	4600 Third St	355	12	Off Pavement	City of Rocklin
103	K09-044	Parking lot	K09-015	Circuit Dr/Ivy Ln	330	10	Off Pavement	City of Rocklin
104	K09-049	Storage yard	K09-063	4500 Yankee Hill Ct	250	10	Low Volume/Low Speed Road	City of Rocklin
105	K09-F03	4251 Jamerson Dr	K09-019	4300 Jamerson Dr	196	6	Low Volume/Low Speed Road	City of Rocklin
106	K09-F04	Circuit Dr	K09-020	4250 Circuit Dr	148	6	Low Volume/Low Speed Road	City of Rocklin
107	K09-F05	4465 Circuit Ct	K09-013	4451 Circuit Ct	204	6	Low Volume/Low Speed Road	City of Rocklin
108	K09-F06	4475 Circuit Ct	K09-012	Circuit Dr/Circuit Ct	214	6	Low Volume/Low Speed Road	City of Rocklin
109	K09-F07	4335 Jamerson Dr	K09-019	Jamerson Dr/Ivy Ln	275	6	Low Volume/Low Speed Road	City of Rocklin
110	K10+072	Easement Road	K10-013	Easement Road	735	10	Easement Road	City of Rocklin
111	N12-080	5626 King Rd	N12-081	King Rd/S Colvin Dr	347	12	Low Volume/Low Speed Road	Town of Loomis
112	T18-030	220 Buena Vista Ave	T18-029	570 Taylor Rd	152	6	Off Pavement	N/A
113	T18-131	280 Buena Vista Ave	T18-030	220 Buena Vista Ave	441	6	Off Pavement	N/A
114	FR-10	3995 BANKHEAD	L11-003	3995 BANKHEAD	80	12	Low Volume/Low Speed Road	City of Rocklin
115	H06-042	2620 SADDLETREE	H07-059	2700 SADDLETREE	252	6	Low Volume/Low Speed Road	City of Rocklin
116	H06-079	6801 FIVE STAR	H06-078	6801 FIVE STAR	98	8	Commercial Parking Lot	City of Rocklin
117	H07-057	6235 RAINIER	H07-058	6325 RAINIER	306	6	Low Volume/Low Speed Road	City of Rocklin
118	H07-060	6345 RAINIER	H07-058	6325 RAINIER	281	6	Low Volume/Low Speed Road	City of Rocklin
119	H07-061	6403 RAINIER	H07-060	6345 RAINIER	233	6	Low Volume/Low Speed Road	City of Rocklin
120	H07-091	6084 BROOKSIDE	H07-092	6068 BROOKSIDE	121	6	Low Volume/Low Speed Road	City of Rocklin
121	I06-067	6218 CAMEO	I06-084	6220 CAMEO	40	15	Low Volume/Low Speed Road	City of Rocklin
122	I06-133	S WHITNEY & SPRINGVIEW	H06-009	S WHITNEY & SPRINGVIEW	280	10	Stop-Sign-Controlled Intersection	City of Rocklin
123	I06-142	6721 FIVE STAR	I06-141	6731 FIVE STAR	131	8	Commercial Parking Lot	City of Rocklin
124	I06-143	6710 FIVE STAR	H06-071	6800 FIVE STAR	209	8	Commercial Parking Lot	City of Rocklin
125	I06-146	5600 CASA GRANDE	I06-147	5436 CASA GRANDE	308	6	Low Volume/Low Speed Road	City of Rocklin
126	I07-052	6225 RAINIER	H07-057	6235 RAINIER	303	6	Low Volume/Low Speed Road	City of Rocklin
127	J07-003	3040 UNION	J07-005	3046 UNION	134	10	Low Volume/Low Speed Road	City of Rocklin
128	J07-005	3046 UNION	J07-006	EASEMENT	346	10	Easement Road	City of Rocklin
129	J07-007	EASEMENT	J07-060	EASEMENT	448	18	Easement Road	City of Rocklin
130	J07-008	EASEMENT	J07-007	EASEMENT	462	18	Easement Road	City of Rocklin
131	J07-011	EASEMENT	J07-058	EASEMENT	233	15	Easement Road	City of Rocklin

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SPMUD - Root Control Program 2026

132	J07-012	EASEMENT	J07-013	EASEMENT	440	18	Easement Road	City of Rocklin
133	J07-019	5430 WHITNEY	I07-032	WHITNEY & PARAGON	298	8	Low Volume/Low Speed Road	City of Rocklin
134	J07-020	5375 WHITNEY	J07-019	5430 WHITNEY	294	8	Low Volume/Low Speed Road	City of Rocklin
135	J07-021	5330 WHITNEY	J07-020	5375 WHITNEY	403	8	Low Volume/Low Speed Road	City of Rocklin
136	J07-028	5240 PARAGON	J07-022	WHITNEY & PARAGON	381	8	Low Volume/Low Speed Road	City of Rocklin
137	J07-033	2560 LODE STAR	J07-032	5395 PARAGON	168	8	Low Volume/Low Speed Road	City of Rocklin
138	J07-061	EASEMENT	J07-064	EASEMENT	174	10	Easement Road	City of Rocklin
139	J07-F03	4980 WHITNEY	J07-026	5000 WHITNEY	131	8	Low Volume/Low Speed Road	City of Rocklin
140	J08-054	4360 WILLOWGLEN	J08-055	4355 WILLOWGLEN	167	18	Low Volume/Low Speed Road	City of Rocklin
141	K07-002	4385 MIDAS	K07-003	4445 MIDAS	423	8	Low Volume/Low Speed Road	City of Rocklin
142	K07-016	4628 WHITNEY	K07-018	2625 BONANZA	230	8	Low Volume/Low Speed Road	City of Rocklin
143	K07-038	4905 TOPAZ	K07-043	WHITNEY & TOPAZ	370	8	Low Volume/Low Speed Road	City of Rocklin
144	K07-059	3005 ARGONAUT	K07-060	3050 ARGONAUT	274	6	Low Volume/Low Speed Road	City of Rocklin
145	K08-024	4700 KENNEDY	K08-023	3360 ARGONAUT	445	6	Low Volume/Low Speed Road	City of Rocklin
146	K08-027	EASEMENT	K08-026	3400 ARGONAUT	141	6	Low Volume/Low Speed Road	City of Rocklin
147	K08-033	3335 MIDAS	K08-031	MIDAS & ARGONAUT	422	8	Low Volume/Low Speed Road	City of Rocklin
148	L07-001	4290 MIDAS	L07-084	4340 MIDAS	402	8	Low Volume/Low Speed Road	City of Rocklin
149	L07-005	WHITNEY	L07-006	WHITNEY	357	10	35 MPH Road	City of Rocklin
150	L07-083	4525 MIDAS	L07-001	4290 MIDAS	377	8	Low Volume/Low Speed Road	City of Rocklin
151	L07-084	4340 MIDAS	K07-002	4385 MIDAS	402	8	Low Volume/Low Speed Road	City of Rocklin
152	L07-F01	4235 MIDAS	L07-083	4525 MIDAS	97	8	Low Volume/Low Speed Road	City of Rocklin
153	L08-021	3300 COPPER	L08-020	4160 CLOVER VALLEY	253	6	Low Volume/Low Speed Road	City of Rocklin
154	L08-023	3300 QUARTZ	L08-022	4220 CLOVER VALLEY	250	6	Low Volume/Low Speed Road	City of Rocklin
155	L08-028	4220 MIDAS	L08-029	MIDAS & RAWHIDE	212	6	Low Volume/Low Speed Road	City of Rocklin
156	L08-F02	CLOVER VALLEY & SILVER	L08-009	4010 CLOVER VALLEY	151	6	Low Volume/Low Speed Road	City of Rocklin
157	L08-F03	3990 CLOVER VALLEY	L08-009	4010 CLOVER VALLEY	206	6	Low Volume/Low Speed Road	City of Rocklin
158	L10-010	4130 CITRUS	L10-008	4151 CITRUS	384	8	Low Volume/Low Speed Road	City of Rocklin
159	L11-050	3995 BANKHEAD	FR-10	3995 BANKHEAD	13	12	Low Volume/Low Speed Road	Town Of Loomis
160	L12-038	3880 HOWARD	L12-012	EASEMENT	374	6	Low Volume/Low Speed Road	Town Of Loomis
161	M09-008	3805 CLOVER VALLEY	M09-009	3835 CLOVER VALLEY	269	6	Low Volume/Low Speed Road	City of Rocklin
162	M11-009	SIERRA COLLEGE & BANKHEAD	M11-010	3941 BANKHEAD	396	12	Low Volume/Low Speed Road	Town Of Loomis
163	M11-014	3791 BANKHEAD	M11-036	3847 BANKHEAD	138	8	Low Volume/Low Speed Road	Town Of Loomis
164	M11-015	3769 BANKHEAD	M11-014	3791 BANKHEAD	389	8	Low Volume/Low Speed Road	Town Of Loomis
165	M11-016	3691 BANKHEAD	M11-028	3739 BANKHEAD	315	8	Low Volume/Low Speed Road	Town Of Loomis
166	M11-017	3691 BANKHEAD	M11-016	3691 BANKHEAD	66	8	Low Volume/Low Speed Road	Town Of Loomis
167	M11-021	5455 SAUNDERS	M11-002	5350 SAUNDERS	335	8	Low Volume/Low Speed Road	Town Of Loomis
168	M11-029	3661 BANKHEAD	M11-017	3691 BANKHEAD	315	8	Low Volume/Low Speed Road	Town Of Loomis
169	M12-001	5629 SAUNDERS	M12-069	5475 SAUNDERS	471	8	Low Volume/Low Speed Road	Town Of Loomis
170	M12-002	5715 SAUNDERS	M12-001	5629 SAUNDERS	279	8	Low Volume/Low Speed Road	Town Of Loomis
171	M12-005	3699 BERG	M12-002	5715 SAUNDERS	541	6	Low Volume/Low Speed Road	Town Of Loomis
172	M12-006	3699 BERG	M12-005	3699 BERG	203	6	Low Volume/Low Speed Road	Town Of Loomis
173	M12-015	5844 WALNUT	M12-014	WALNUT & MAGNOLIA	175	6	Low Volume/Low Speed Road	Town Of Loomis
174	M12-016	TAYLOR & WALNUT	M12-066	3717 TAYLOR	188	8	25 MPH, Lane Closure	Town Of Loomis
175	M12-018	TAYLOR & OAK	M12-046	3785 TAYLOR	440	8	25 MPH, Lane Closure	Town Of Loomis

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SPMUD - Root Control Program 2026

176	M12-019	OAK & MAGNOLIA	M12-020	5906 OAK	135	6	Low Volume/Low Speed Road	Town Of Loomis
177	M12-022	5950 OAK	M12-065	5965 OAK	166	6	Low Volume/Low Speed Road	Town Of Loomis
178	M12-045	3793 TAYLOR	M12-044	TAYLOR & CIRCLE	372	8	25 MPH, Lane Closure	Town Of Loomis
179	M12-046	3785 TAYLOR	M12-045	3793 TAYLOR	222	8	25 MPH, Lane Closure	Town Of Loomis
180	M12-066	3717 TAYLOR	M12-018	TAYLOR & OAK	291	8	25 MPH, Lane Closure	Town Of Loomis
181	M12-096	5465 SAUNDERS	M11-021	5455 SAUNDERS	331	8	Low Volume/Low Speed Road	Town Of Loomis
182	M12-F15	3799 MAGNOLIA	M12-F02	3900 CIRCLE	218	6	Low Volume/Low Speed Road	Town Of Loomis
183	M13-002	6076 HORSESHOE BAR	M13-003	6130 HORSESHOE BAR	292	6	25 MPH, Lane Closure	Town Of Loomis
184	M13-003	6130 HORSESHOE BAR	M13-004	HORSESHOE BAR RD OVERCROSSING	378	6	25 MPH, Lane Closure	Town Of Loomis
185	M13-009	EASEMENT	M13-014	EASEMENT	361	10	Easement Road	Town Of Loomis
186	M13-010	EASEMENT	M13-009	EASEMENT	278	10	Easement Road	Town Of Loomis
187	N11-005	5372 KING	N11-004	5370 KING	136	12	Low Volume/Low Speed Road	Town Of Loomis
188	N11-014	3449 REYMAN	N11-005	5372 KING	391	6	Low Volume/Low Speed Road	Town Of Loomis
189	N11-017	3570 BANKHEAD	N11-001	3614 BANKHEAD	366	8	Low Volume/Low Speed Road	Town Of Loomis
190	N11-F03	3387 REYMAN	N11-013	3403 REYMAN	179	6	Low Volume/Low Speed Road	Town Of Loomis
191	N12-018	5929 SAUNDERS	N12-019	5845 SAUNDERS	341	6	Low Volume/Low Speed Road	Town Of Loomis
192	N12-019	5845 SAUNDERS	N12-107	SAUNDERS & MCALLEN	491	6	Low Volume/Low Speed Road	Town Of Loomis
193	N12-039	3439 MARGARET	N12-041	5809 PEARSON	269	6	Low Volume/Low Speed Road	Town Of Loomis
194	N12-052	3594 BOONE	M12-003	5715 SAUNDERS	450	6	Low Volume/Low Speed Road	Town Of Loomis
195	N12-055	5693 CUTLER	N12-054	3436 FRANCIS	194	6	Low Volume/Low Speed Road	Town Of Loomis
196	N12-076	5578 JOAN	N11-010	3440 COLVIN	372	6	Low Volume/Low Speed Road	Town Of Loomis
197	N12-082	5775 HORSESHOE BAR	M12-017	3690 HORSESHOE BAR	463	6	Low Volume/Low Speed Road	Town Of Loomis
198	N12-083	3636 TAYLOR	N12-082	5775 HORSESHOE BAR	93	6	Low Speed Road	Town Of Loomis
199	N12-085	TAYLOR & WEBB	N12-109	HORSESHOE BAR	424	6	25 MPH, Lane Closure	Town Of Loomis
200	N12-105	5742 CRAIG	N12-043	3484 FRANCIS	368	6	Low Volume/Low Speed Road	Town Of Loomis
201	N12-F01	5968 SAUNDERS	N12-018	5929 SAUNDERS	215	6	Low Volume/Low Speed Road	Town Of Loomis
202	N12-F06	5852 CRAIG	N12-105	5742 CRAIG	317	6	Low Volume/Low Speed Road	Town Of Loomis
203	N12-F09	3405 MARGARET	N12-060	3381 MARGARET	261	6	Low Volume/Low Speed Road	Town Of Loomis
204	N13-007	3431	N13-009	6147 CAMPHOR	249	10	Easement/Yard	Town Of Loomis
205	N13-008	3390 TAYLOR	N13-052	3431 TAYLOR	50	6	Edge of Road	Town Of Loomis
206	N13-017	EASEMENT	N13-034	EASEMENT	218	10	Elementary School Ball Field	Town Of Loomis
207	N13-F03	5980 WEBB	N12-085	TAYLOR & WEBB	232	6	Low Volume/Low Speed Road	Town Of Loomis
208	O12-057	5930 KEY	O12-058	5950 JETTON	222	8	Parking Lot	Town Of Loomis
209	P15-008	TAYLOR & PENRYN	P15-009	TAYLOR & PENRYN	86	8	Off Pavement	Placer County
210	S17-003	1250 KENTUCKY GREENS	S17-004	1285 RED RAVINE	219	8	Low Volume/Low Speed Road	Placer County
211	S17-005	1280 RED RAVINE	S17-006	EASEMENT	320	8	Low Volume/Low Speed Road	Placer County
212	S17-010	CARDOSA	S17-009	EASEMENT	161	8	Off Easement	Placer County
213	S17-012	RED RAVINE / EASEMENT	S17-011	RED RAVINE / EASEMENT	175	8	Off Easement	Placer County
214	S17-013	RED RAVINE / EASEMENT	S17-012	RED RAVINE / EASEMENT	237	8	Off Easement	Placer County
215	S17-015	RED RAVINE / EASEMENT	S17-022	RED RAVINE / EASEMENT	113	8	Off Easement	Placer County
216	S17-019	RED RAVINE / EASEMENT	S17-018	RED RAVINE / EASEMENT	313	8	Off Easement	Placer County
217	S17-020	RED RAVINE / EASEMENT	S17-019	RED RAVINE / EASEMENT	152	8	Off Easement	Placer County
218	S17-022	RED RAVINE / EASEMENT	S17-014	RED RAVINE / EASEMENT	126	8	Off Easement	Placer County
219	S18-005	1250 KENTUCKY GREENS	S17-003	1250 KENTUCKY GREENS	394	8	Private Driveway	Placer County

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SPMUD - Root Control Program 2026

220	S18-014	1245 KENTUCKY GREENS	S18-013	1225 KENTUCKY GREENS	223	8	Private Driveway	Placer County
221	S18-015	EASEMENT	S18-014	1245 KENTUCKY GREENS	283	8	Private Driveway	Placer County
222	S18-016	EASEMENT	S18-015	EASEMENT	107	8	Off Easement	Placer County
223	S18-019	EASEMENT	S18-018	EASEMENT	257	8	Off Easement	Placer County
224	S18-020	EASEMENT	S18-019	EASEMENT	263	8	Off Easement	Placer County
225	S18-021	EASEMENT	S18-020	EASEMENT	184	8	Off Easement	Placer County
226	S18-022	EASEMENT	S18-021	EASEMENT	219	8	Off Easement	Placer County
227	S18-029	NEWCASTLE	S18-030	KELLOGG	490	8	Off Easement	Placer County
228	S18-031	KELLOGG	S18-019	EASEMENT	371	8	Off Easement	Placer County
229	T17-001	RED RAVINE	S17-020	RED RAVINE	55	8	Off Easement	Placer County
230	T17-002	RED RAVINE	T17-001	RED RAVINE	160	8	Off Easement	Placer County
231	T18-009	9314 CHANTRY HILL	T18-007	9300 CHANTRY HILL	483	6	Parking Lot / Low Volume/Low Speed Road	Placer County
232	T18-013	300 TAYLOR	T18-014	280 TAYLOR	157	6	Off Pavement	Placer County
233	T18-041	469 THRELKEL	T18-X16	EASEMENT	116	6	Low Volume/Low Speed Road	Placer County
234	T18-045	9042 HOWELL	T18-022	9060 OLD STATE HWY	189	6	Low Volume/Low Speed Road	Placer County
235	T18-080	505 MAIN	T18-135	9241 OLD STATE HWY	88	6	Low Volume/Low Speed Road	Placer County
236	T18-091	9101 VALLEY VIEW	T18-048	9150 VALLEY VIEW	297	6	Low Volume/Low Speed Road	Placer County
237	T18-136	501 MAIN	T18-080	505 MAIN	96	6	Low Volume/Low Speed Road	Placer County
238	T18-F02	320 TAYLOR	T18-014	280 TAYLOR	186	6	Off Pavement/Edge of Road	Placer County
239	T18-F25	9101 LINCOLN NEWCASTLE HWY	T18-013	300 TAYLOR	260	6	Off Pavement/Edge of Road	Placer County
240	T18-X22	OLD STATE HWY & ORANGE	T18-044	SOUTH END OF ORANGE	130	6	Low Volume/Low Speed Road	Placer County
241	T19-002	9536 PARK	T19-001	9438 PARK	98	6	Low Volume/Low Speed Road	Placer County
242	T19-F02	9603 TUNNEL	T19-003	9619 TUNNEL	243	6	Low Volume/Low Speed Road	Placer County

Appendix B

Facility Maps

The link below can be used to access the project web map which shows the location of the mainline pipes to be treated.

[Root Control Web Map](#)

The Item Numbers in Table A relate to the number callouts on the mainline pipes in the project web map.

The project web map is available for viewing through the internet. The web map is provided as a convenience to potential bidders. The Contractor is responsible for familiarizing themselves with the root foam application sites and conditions.

The project web map is also available for viewing in the South Placer Municipal Utility District office at 5807 Springview Drive, Rocklin, CA 95677 during normal business hours. A potential bidder wishing to view the project web map must call the Point of Contact (POC) to schedule an appointment for viewing.

SECTION 2
BID FORM

TITLE
Sealed Bids covering the work described in the attached documents entitled:

SPMUD – Root Control Program 2026

are being accepted at the South Placer Municipal Utility District office, located at 5807 Springview Drive, CA 95677 until 1:00 p.m. on April 17, 2026. Information may be obtained from the District at (916) 786-8555 between 8:00 a.m. – 3:30 p.m. M-F.

BID (This section to be completed by bidder.)	DATE:
------------------------------------------------------	--------------

The undersigned agrees, if this bid is accepted, to complete the work specified in strict accordance with the contract documents by June 30, 2026.

BID: \$ \$158,352.53 (TOTAL SUM)

Amount in words: One hundred fifty-eight thousand three hundred fifty-two dollars and fifty-three cents
dollars

This includes all applicable taxes and fees. Bids are to be submitted for the entire work on this Bid Form. The bidder shall attach his Bid Schedule with his bid. Discrepancies between words and figures will be resolved so that the written words shall be binding on the bidder. If this bid shall be accepted and the undersigned shall fail to enter into the contract within 10 business days after the bidder has received notice from the District that the contract has been awarded, the District may, at its option, determine that the bidder has abandoned the contract, and thereupon this bid and the acceptance thereof shall be null and void and the forfeiture of such bid security accompanying the acceptance thereof shall operate and same shall be the property of the South Placer Municipal Utility District. The undersigned further agrees, for any contract award resulting from this bid, to furnish evidence of insurance acceptable to the District.

Bidder's comments and exceptions:

BIDDER INFORMATION

Name and address of bidder:
Duke's Root Control, Inc.

400 Airport Rd. Suite E,
Elgin, IL 60123

Authorized signature


Signers name and title (type or print)
Matt Fishbune, CEO & President

Phone No.: (800) 447-6687

License No.

Fax No.: _____

BID SCHEDULE

SPMUD – Root Control Program 2026

	DESCRIPTION	LINE COUNT	QTY	UNIT	UNIT COST	ITEM COST
1	Apply Root Foam to 6-inch mainline segments	126	34,126	L.F.	\$2.12	\$72,347.12
2	Apply Root Foam to 8-inch mainline segments	72	19,965	L.F.	\$2.12	\$42,325.80
3	Apply Root Foam to 10-inch mainline segments	16	4,708	L.F.	\$2.33	\$10,969.64
4	Apply Root Foam to 12-inch mainline segments	15	3,555	L.F.	\$2.55	\$9,065.25
5	Apply Root Foam to 15-inch mainline segments	2	273	L.F.	\$4.84	\$1,321.32
6	Apply Root Foam to 18-inch mainline segments	11	3,212	L.F.	\$6.95	\$22,323.40
TOTAL						\$158,352.53

NOTES:

- a) Mobilization/Demobilization is included in the unit cost.
- b) Permits: Contractor is responsible to obtain (1) encroachment permit from governing agency (listed in Table A) and provide traffic control measures, as required by encroachment permit and (2) water permit from Placer County Water Agency. These costs shall be considered included in the unit cost for the application of root foam.
- c) Entry into any District sewer manholes are permit required confined space entries. All costs associated are included in the unit cost.

Refer to Appendices for further details. The Item numbers in the Tables relate to the number callouts on the project web map that can be found at the following url.

<https://laserfichemobile.spmud.com/portal/apps/instant/basic/index.html?appid=0d193075c5354daa92591db60518f89b>

All labor, equipment, materials, plant, supervision and all other items and incidentals that are required to complete this job in accordance with the plans and specifications are included in the items in the Bid Schedule and no additional compensation will be made by the District.

SECTION 3

LIST OF SUBCONTRACTORS

The Bidder shall list the name and address of each subcontractor, required to be listed by the provisions in Section 2-1.054, "Required Listing of Proposed Subcontractors," of the State Standard Specifications, to whom the Bidder proposes to subcontract portions of the work. *The California Contractor License Designation and number shall be included for all subcontractors doing work more than \$5,000.*

Name: N/A - Bidder will self-perform all work	License Designation / Nbr.: N/A
Address: N/A	
% of Work Subcontracted per Bid Item: 0%	
Description of Portion of Work Subcontracted w/Applicable Bid Items: N/A - No Subcontractors	
Name: N/A	License Designation / Nbr.: N/A
Address: N/A	
% of Work Subcontracted per Bid Item: 0%	
Description of Portion of Work Subcontracted w/Applicable Bid Items: N/A - No Subcontractors	
Name: N/A	License Designation / Nbr.: N/A
Address: N/A	
% of Work Subcontracted per Bid Item: 0%	
Description of Portion of Work Subcontracted w/Applicable Bid Items: N/A - No Subcontractors	
Name: N/A	License Designation / Nbr.: N/A
Address: N/A	
% of Work Subcontracted per Bid Item: 0%	
Description of Portion of Work Subcontracted w/Applicable Bid Items: N/A - No Subcontractors	
Name: N/A	License Designation / Nbr.: N/A
Address: N/A	
% of Work Subcontracted per Bid Item: 0%	
Description of Portion of Work Subcontracted w/Applicable Bid Items: N/A - No Subcontractors	

SECTION 4

COMPLIANCE STATEMENTS

CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700

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

PUBLIC CONTRACT SECTION 10232 STATEMENT

In accordance with Public Contract Code Section 10232, the Contractor, hereby states under penalty of perjury, that no more than one final unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two year period because of the Contractor's 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.

**TITLE 49, CODE OF FEDERAL REGULATIONS, PART 29
DEBARMENT AND SUSPENSION CERTIFICATION**

The bidder, under penalty of perjury, certifies that, except as noted below, he/she or any person associated therewith in the capacity of owner, partner, director, officer, and manager:

- is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past 3 years;
 does not have a proposed debarment pending; and
- has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past 3 years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

TITLE 23, UNITED STATES CODE, SECTION 112 NON-COLLUSION AFFIDAVIT

In accordance with Title 23, United States Code, Section 112, the bidder hereby states, under penalty of perjury, that he has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract.

LABOR CODE § 1773

Wage Rates: Bidders are hereby notified that California Director of Industrial Relations has determined the general prevailing rate of wages for each craft, classification, or type of worker needed to execute the work. It shall be mandatory for Contractor and any subcontractor under him to pay not less than the said specified rates to laborers and workmen employed by them in the execution of the Contract.

GOVERNMENT CODE § 12990

Nondiscrimination Compliance: This contract is subject to State contract nondiscrimination and compliance requirements pursuant to Government Code, Section 12990.

PUBLIC CONTRACTS CODE, STATE OF CALIFORNIA § 22300

Retention: This Contract will contain provisions permitting the successful bidder to substitute securities for any moneys withheld by the District to ensure performance under the Contract; or, alternately, the Contractor may request that the District make payments of retentions earned directly to an escrow agent, at the expense of the Contractor. The form of escrow agreement and securities eligible for investment shall be governed by said Section 22300.

WORKER'S COMPENSATION CERTIFICATION

I, _____, make the following certification in accordance with the requirements of California Labor Code Section 1861: I am aware of the provisions of Section 3700 of the Labor Code which requires 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 I will comply with such provisions before commencing performance of the work of this contract.

DEPARTMENT OF INDUSTRIAL RELATIONS, LABOR CODE SECTION 1725.5

No contractor or subcontractor may be listed on a bid proposal for a public works project exceeding \$25,000 (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Public Contractor Registration NOT required when the prime contract does not exceed \$25,000 for construction, alteration, demolition, installation or repair, or \$15,000 for maintenance work.

Notes: All the above Statements, Questionnaire, and Non-Collusion Affidavit are all a part of the Bid. Signing this Bid on the signature portion thereof shall also constitute signature of these Statements, Questionnaire, and Non-Collusion Affidavit. Bidders are cautioned that making false certifications may subject the certifier to criminal prosecution.

Item 5.7

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Eric Nielsen, General Manager

Cc: Emilie Costan, Administrative Services Manager

Subject: Resolution 26-17 Authorizing the General Manager to Execute a Second Amendment to the Professional Services Agreement for Labor Negotiations and Legal Services with Liebert, Cassidy, Whitmore

Meeting Date: May 7, 2026

Overview

In June of 2024, the District entered into an agreement with Liebert, Cassidy, Whitmore (LCW) to assist the District with Labor Negotiations. LCW was selected to perform these services based on their extensive expertise in providing legal services for municipalities and their staff's familiarity with District benefits, based on their involvement in past negotiations. The original scope included negotiating Amended and Restated MOUs for employees and managers, as the last time that a comprehensive MOU was adopted that contained all the agreed-upon provisions was in 1994. LCW also has a large array of attorneys with specialization in specific governmental laws and regulations.

On March 27, 2025, the International Union of Operating Engineers Local 39 filed a recognition petition, requesting to be formally acknowledged as an Exclusively Recognized Employee Organization representing an appropriate unit of District employees (the "General Employees Unit"). The General Manager, in his duties as Employee Relations Officer, reviewed the request in consideration of the requirements of the Employer-Employee Relations Resolution (EERR) and determined the petition met the compliance requirements of the EERR with respect to an appropriate unit of the following job classifications in the General Employees Unit: Administrative Services Assistant I/II, Administrative Services Specialist, Engineering Tech I/II, GIS/IT Technician/Analyst, Inspector I/II, Lead Inspector, Lead Worker, Maintenance Worker I/II, Maintenance Worker/Electro-Mechanical Technologist, Maintenance Worker/Inspector, and Regulatory Compliance Technician/Specialist.

On May 1, 2025, in accordance with the EERR, the thirty-day open period for filing a challenge petition began. A challenge petition was not filed, and the State Mediation and Conciliation Services conducted a card check and confirmed on June 6, 2025, that a majority of the District employees in the proposed General Employee Unit had signed authorization cards for Local 39 to serve as the Exclusively Recognized Employee Organization of the General Employee Unit. On July 3, 2025, the District Board of Directors formally recognized Local 39 as the exclusively recognized employee organization representing the General Employees Unit.

On September 4, 2025, the District adopted Resolution 25-24, authorizing the General Manager to execute an amendment to the agreement with LCW to extend services and increase the not-to-exceed amount of the agreement.

On March 5, 2026, the District Board of Directors adopted Resolution 26-12 adopting the MOU with Local 39 for the General Employees Unit, covering the period of March 19, 2026 through June 21, 2029.

Due to the recognition of Local 39 and adoption of the new MOU, additional ongoing support from LCW is recommended. Additionally, the current not-to-exceed agreement amount does not cover the full cost of the services required for the MOU negotiations, formalization, and implementation. Staff is recommending a second amendment to the agreement to extend the timeline of the agreement through June 30, 2029, and to add \$300,000 to the agreement to cover costs incurred from the MOU negotiations, as well as the three additional years of ongoing service, which requires Board approval.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 26-17, authorizing the General Manager to execute a second amendment to the Professional Services Agreement for Labor Negotiations and Legal Services with Liebert, Cassidy, Whitmore.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:

- Prepare for the future and foreseeable emergencies
- Make SPMUD a great place to work

Related District Ordinances and Policies

This action complies with the following District Policies:

- Policy No. 3150 – Purchasing Policy
- Policy No. 2010 – Civil Service Employee Manual

Fiscal Impact

The amended total not-to-exceed agreement amount will be \$375,000 for the cost of the MOU negotiations and three additional years of ongoing legal support. Having a total-not-exceed amount over the full term of the contract allows flexibility for greater spending in years that have more labor relations activity and lower spending in years when contract services are not needed.

Attachments

1. Resolution 26-17 Authorizing the General Manager to Execute a Second Amendment to the Professional Services Agreement for Labor Negotiations and Legal Services with Liebert, Cassidy, Whitmore
2. Professional Services Agreement Addendum 2 Labor Negotiations and Legal Services with Liebert, Cassidy, Whitmore

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION NO. 26-17**

**AUTHORIZING THE GENERAL MANAGER TO EXECUTE A SECOND
AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
FOR LABOR NEGOTIATIONS AND LEGAL SERVICES WITH
LIEBERT, CASSIDY, WHITMORE**

WHEREAS, the South Placer Municipal Utility District entered into an agreement with Liebert, Cassidy, Whitmore to assist the District with upcoming Labor Negotiations in June of 2024; and

WHEREAS, on July 3, 2025, the District Board of Directors formally recognized Local 39 as the exclusively recognized employee organization representing the General Employees Unit; and

WHEREAS, on September 4, 2025, the District adopted Resolution 25-24 authorizing the General Manager to execute an amendment to the agreement with Liebert, Cassidy, Whitmore to extend services and increase the not-to-exceed amount of the agreement; and

WHEREAS, on March 5, 2026, the South Placer Municipal Utility District adopted Resolution 26-12, adopting the Memorandum of Understanding with Local 39, covering the period of March 19, 2026 through June 21, 2029; and

WHEREAS, as the District has identified the need for ongoing legal services and support due to the recognition of Local 39 and the adoption of the new Memorandum of Understanding.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the General Manager is authorized to execute the attached second amendment to the Professional Services Agreement for Labor Negotiations and Legal Services with Liebert, Cassidy, Whitmore.

PASSED AND ADOPTED by the Board of Directors of the South Placer Municipal Utility District on this 7th day of May, 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

**PROFESSIONAL SERVICES AGREEMENT
Addendum 1**

AGREEMENT TERM: October 1, 2025 through June 30, 2029 **EXECUTED:**

Provide additional Professional Services for labor negotiations and legal services through June 30, 2029.

DISTRICT: South Placer Municipal Utility District
DISTRICT REPRESENTATIVE: Eric Nielsen
(916) 786-8555; enielsen@spmud.ca.gov

CONTRACTOR: Liebert Cassidy Whitmore
CONTRACTOR REPRESENTATIVE: Gage Dungy
(916) 584-7000; gdungy@lcwlegal.com

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the terms attached to this document as Exhibit A, for the extended period of time and increased not to exceed amount as outlined in this document.

Original Agreement Not to Exceed (Exhibit A)	\$40,000.00
Addendum 1	\$35,000.00
Addendum 2	\$300,000.00
Total agreement amount shall not exceed:	\$375,000.00

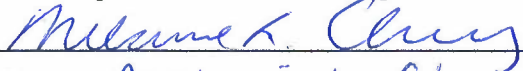
All applicable taxes and fees included. Proof of insurance, as appropriate, has been provided to the District.

Name and address of Contractor:

**Liebert Cassidy Whitmore
400 Capitol Mall
Suite 1260
Sacramento, CA 95814**

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized to sign:



 Print Name: Melanie L. Charey
 Title: Manager Partner
 Date: 4-25-2026

NOTICE OF AWARD (This section for District use only)

You are directed to proceed with the work upon receipt of this award.

Print Name: _____ Title: _____
 Signature: _____ Date: _____

GENERAL PROVISIONS

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in Exhibit A. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the “Agreement Documents.” The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. **TIME OF PERFORMANCE:** The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. **COMPENSATION:** Payments shall be paid monthly upon completion of services for a total amount not to exceed \$375,000. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services.
4. **TERMINATION:** This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. **CHANGES:** District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. **PROPERTY OF THE DISTRICT:** It is mutually agreed that all work done, or materials prepared under this Agreement shall become the property of the District.
7. **CONFIDENTIALITY:** During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.
8. **WARRANTY:** Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
9. **CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700:** Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
10. **INTEREST IN AGREEMENT:** Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.

11. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
12. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the negligent performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
12. INSURANCE: Contractor shall not commence with any work before obtaining, and shall maintain in force at all times during the term of this Agreement, the policies of insurance as specified by the District and incorporated herein by this reference.
14. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.
15. MISCELLANEOUS PROVISIONS:
 - A. Contractor shall designate a Project Manager, as it's representative in all matters relating to the Agreement. The project manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.
 - B. Contractor shall not engage in unlawful employment discrimination.
 - C. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked "trade secret" when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the "trade secret" designation.
 - D. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
 - E. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.

AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation (“Attorney” or “LCW”), and the SOUTH PLACER MUNICIPAL UTILITY DISTRICT (“District”).

1. Conditions

This Agreement will not take effect, and Attorney will have no obligation to provide services, until District returns a properly signed and executed copy of this Agreement.

2. Attorney’s Services

Attorney agrees to provide District with consulting, representational and legal services pertaining to employment relations matters, including representation in negotiations and in administrative and court proceedings, as requested by District or otherwise required by law.

3. Fees, Costs, Expenses

District agrees to pay Attorney the sums billed monthly for time spent by Attorney in providing the services, including reasonable travel time.

The current range of hourly rates for Attorney time is from Two Hundred Seventy to Four Hundred Fifty Dollars (\$270.00 - \$450.00). See Schedule I for a full Fee Schedule. Attorney reviews its hourly rates on an annual basis and, if appropriate, adjusts them effective July 1. Attorney will provide the Client with written notification of any adjustment in the range of rates. Attorney bills its time in minimum units of one-tenth of an hour.

For Litigation Matters

See Schedule II attached for a description of Attorney's Litigation and E-Discovery Management.

Other Expenses

District agrees to reimburse Attorney for necessary costs and expenses incurred by Attorney on behalf of District. Attorney bills photocopying charges at Fifteen Cents (\$0.15) per page. See Schedule I attached.

Payment by District against monthly billings is due upon receipt of statements, and is considered delinquent if payment is not received within thirty (30) days of the date of the invoice.

4. Professional Liability Insurance

The California Business & Professions Code requires us to inform you whether we maintain errors and omissions insurance coverage applicable to the services to be rendered to you. We hereby confirm that the firm does maintain such insurance coverage.

5. Arbitration of Professional Liability or Other Claims

Disputes. If a dispute between District and Attorney arises over fees charged for services, the controversy will be submitted to binding arbitration in accordance with the rules of the California State Bar Fee Arbitration Program, set forth in California Business and Professions Code, sections 6200 through 6206. The arbitrator or arbitration panel shall have the authority to award to the prevailing party attorneys' fees, costs and interest incurred. Any arbitration award may be served by mail upon either side and personal service shall not be required.

If a dispute arises between District and Attorney over any other aspect of the attorney-client relationship, including, without limitation, a claim for breach of professional duty, that dispute will also be resolved by arbitration. It is understood that any dispute as to any alleged breach of professional duty (that is, as to whether any legal services rendered under this agreement were allegedly unnecessary, unauthorized, omitted entirely, or were improperly, negligently or incompetently rendered) will be determined by submission to arbitration as provided by California law, and not by a lawsuit or resort to court process except as California law provides for judicial review of arbitration proceedings. **Both parties to this agreement, by entering into it, are giving up their constitutional right to have any such dispute decided in a court of law before a jury, and instead are accepting the use of arbitration.** Each party is to bear its own attorney's fees and costs.

6. File Retention

After our services conclude, Attorney will, upon District's request, deliver the file for the matter to District, along with any funds or property of District's in our possession. If District requests the file for the matter, Attorney will retain a copy of the file at the District's expense. If District does not request the file for this matter, we will retain it for a period of seven (7) years after this matter is closed. If District does not request delivery of the file for this matter before the end of the seven (7) year period, we will have no further obligation to retain the file and may, at our discretion, destroy it without further notice to District. At any point during the seven (7) year period, District may request delivery of the file.

7. Assignment

This Agreement is not assignable without the written consent of District.

8. Independent Contractor

It is understood and agreed that Attorney, while engaged in performing the terms of this Agreement, is an independent contractor and not an employee of District.

9. Authority

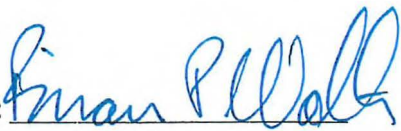
The signators to this Agreement represent that they hold the positions set forth below their signatures, and that they are authorized to execute this Agreement on behalf of their respective parties and to bind their respective parties hereto.

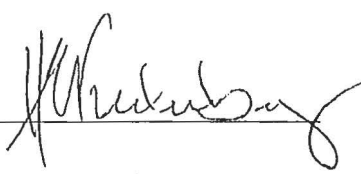
10. Term

This Agreement is effective June 6, 2024, ongoing and may be modified by mutual agreement of the parties. This agreement shall be terminable by either party upon thirty (30) days written notice.

LIEBERT CASSIDY WHITMORE,
A Professional Corporation

SOUTH PLACER
MUNICIPAL UTILITY DISTRICT

By: 

By: 

Name: BRIAN P. WALTER

Name: H.E. Niederberger

Title: SECRETARY

Title: General Manager

Date: 10-16-24

Date: Oct 15, 2024

SCHEDULE I – FEES & COSTS

1. Hourly Rates (As of Agreement Effective Date)

Partners	\$450.00
Senior Counsel	\$375.00
Associates	\$270.00 - \$355.00
Labor Relations/HR Consultant	\$290.00
Classification & Compensation Consultant	\$210.00
Paralegals	\$150.00
E- Discovery Specialists	\$150.00
Law Clerks	\$150.00 - \$185.00

2. COSTS

1. Photocopies	\$0.15 per copy
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SCHEDULE II

LCW LITIGATION and E-DISCOVERY MANAGEMENT

LCW is committed to using state-of-the-art technology to efficiently manage and harness electronically-stored information (“ESI”) in compliance with Federal and State law requirements. LCW partners with an outside managed services provider to provide Relativity, the industry leading e-discovery software, for this purpose. The cost for each matter will depend on the volume and format of the data. For non-complex data up to 50 gigabytes, LCW charges a monthly fee of \$450 on all active litigation matters for data management, including data validation and security, ingestion, de-duplication, culling and streamlining, and creation of Relativity fields for expedited review. For data of 50 gigabytes and over and for complex data requiring specialized services (e.g., payroll data, spreadsheets with underlying formulas, video, advanced searches, etc.), additional charges are incurred and are passed through to the client. For such charges, we will provide an itemized bill from our managed services provider and obtain client approval prior to incurring the charges.

Litigation Case Staffing

LCW has organized its litigation practice to meet the challenges of today’s complex litigation cases. We employ a dedicated Litigation Manager – a non-billing attorney litigator – whose responsibility is to monitor all litigation cases to ensure quality, efficiency, and adherence to client and firm litigation guidelines. Each litigation case is staffed with a Partner, an Associate (or Associates, as required and as approved by the Client), a Paralegal and an E-Discovery Specialist. Our E-Discovery Specialists have extensive experience in the efficient management of electronic data through every stage of the e-discovery life cycle, and they strategize with attorneys and clients on effective ESI protocols. This makes the document review process more efficient and enables our attorneys to target the most relevant data to meet litigation objectives. Working with our e-discovery managed services provider, we are able to provide state-of-the-art data processing and hosting services at below-market rates.

Item 5.8

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Carie Huff, District Engineer

Cc: Eric Nielsen, General Manager

Subject: Resolution 26-18 Authorizing the General Manager to Execute an Amendment to the Professional Services Agreement for IT Support Services with Network Design Associates, Inc.

Meeting Date: May 7, 2026

Overview

In June of 2021, the District's Board of Directors adopted Resolution 21-16, authorizing the General Manager to enter into an agreement with Network Design Associates, Inc (NDA) to provide IT support services. NDA was selected through a Request for Proposals process based on their ability to meet the objectives the District had identified in the Strategic Plan:

1. Availability – The District desires regular and consistent support from an IT professional to assist with the planning, design, implementation, and maintenance of its IT assets.
2. Documentation – The District desires simple and complete documentation of its network and plans to effectively communicate between staff, consultants, and vendors.
3. Cybersecurity – The District desires regular audits and testing of its system to identify and implement improvements to maintain an environment secure from threats. In addition, the District is in the process of preparing the Cybersecurity Master Plan, which requires IT support.
4. Partnership – The District desires a relationship with a technology support/solution provider that will come to understand the District's systems and will keep the District's best interests in mind.

The original agreement expires in June of 2026. Staff is recommending amending the agreement with NDA to continue services by extending the timeline of the agreement through 2027 and adding \$50,000.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 26-18, authorizing the General Manager to execute an amendment to the Professional Services Agreement for IT Support Services with Network Design Associates, Inc.

Strategic Plan Priorities

This action is consistent with the District's Strategic Plan Priorities:

- Prepare for the future and foreseeable emergencies
- Make SPMUD a great place to work

Related District Ordinances and Policies

This action complies with the following District Policies:

- Policy No. 3150 – Purchasing Policy

Fiscal Impact

The total cost for an additional year of service shall not exceed \$50,000. These funds are budgeted annually in the Technical Services Department's Professional Services budget (Fund 100).

Attachments

1. Resolution 26-18 Authorizing the General Manager to Execute an Amendment to the Professional Services Agreement for IT Support services with Network Design Associates, Inc.
2. Professional Services Agreement Addendum 1 for IT Support Services with Network Design Associates, Inc.
3. Professional Services Agreement dated June 3, 2021, for IT Support Services with Network Design Associates, Inc.

**SOUTH PLACER MUNICIPAL UTILITY DISTRICT
RESOLUTION NO. 26-18**

**AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT
TO THE PROFESSIONAL SERVICES AGREEMENT FOR IT SUPPORT
SERVICES WITH NETWORK DESIGN ASSOCIATES, INC.**

WHEREAS, in June 2021, the South Placer Municipal Utility District Board of Directors adopted Resolution 21-16, authorizing the General Manager to enter into an agreement with Network Design Associates, Inc (NDA) to provide the District with Information Technology (IT) Support Services;

WHEREAS, the District continues to prioritize leveraging existing and applicable technologies to improve efficiencies and the need to prepare for future and foreseeable emergencies; and

WHEREAS, the District has determined that there continues to be a need for professional IT support services beyond the timeline and scope of services for the original agreement with Network Design Associates, Inc.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the General Manager is authorized to execute the attached amendment to the Professional Services Agreement for IT Support Services with Network Design Associates, Inc.

PASSED AND ADOPTED by the Board of Directors of the South Placer Municipal Utility District on this 7th day of May 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

PROFESSIONAL SERVICES AGREEMENT
Addendum 1

AGREEMENT TERM: June 03, 2021 through June 02, 2027 EXECUTED:

Provide additional Professional Services for IT Support Services through June 02, 2027.

DISTRICT: South Placer Municipal Utility District
DISTRICT REPRESENTATIVE: Eric Nielsen
(916) 786-8555; enielsen@spmud.ca.gov

CONTRACTOR: Network Design Associates, Inc.
CONTRACTOR REPRESENTATIVE: JC Chan
(916) 853-1632

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the General Provisions, Scope of Work and Pricing in the original agreement through June 2, 2027. The agreement amount for the additional year of services shall not exceed \$50,000.

All applicable taxes and fees included. Proof of insurance, as appropriate, has been provided to the District.

Name and address of Contractor:

Network Design Associates, Inc. 6060
Sunrise Vista Drive, Suite 2440 Citrus
Heights, CA 95610

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized to sign:

Print Name:
Title:
Date:

NOTICE OF AWARD (This section for District use only)

You are directed to proceed with the work upon receipt of this award.

Print Name: Title:
Signature: Date:

GENERAL PROVISIONS

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in the original agreement dated June 03, 2021. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the “Agreement Documents.” The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. **TIME OF PERFORMANCE:** The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. **COMPENSATION:** Payments shall be paid monthly upon completion of services for a total amount not to exceed \$150,000. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services.
4. **TERMINATION:** This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. **CHANGES:** District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. **PROPERTY OF THE DISTRICT:** It is mutually agreed that all work done, or materials prepared under this Agreement shall become the property of the District.
7. **CONFIDENTIALITY:** During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.
8. **WARRANTY:** Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
9. **CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700:** Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
10. **INTEREST IN AGREEMENT:** Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.

11. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
12. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the negligent performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
12. INSURANCE: Contractor shall not commence with any work before obtaining, and shall maintain in force at all times during the term of this Agreement, the policies of insurance as specified by the District and incorporated herein by this reference.
14. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.
15. MISCELLANEOUS PROVISIONS:
 - A. Contractor shall designate a Project Manager, as it's representative in all matters relating to the Agreement. The project manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.
 - B. Contractor shall not engage in unlawful employment discrimination.
 - C. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked "trade secret" when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the "trade secret" designation.
 - D. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
 - E. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT TERM: Three years with options to extend

EXECUTED: 6/03/2021

Provide Professional Services for the project know as: IT Support Services

DISTRICT: South Placer Municipal Utility District
DISTRICT REPRESENTATIVE: Emilie Costan
(916) 786-8555; ecostan@spmud.ca.gov

CONTRACTOR: Network Design Associates, Inc.
CONTRACTOR REPRESENTATIVE: JC Chan
(916) 853-1632

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the General Provisions, Scope of Work and Pricing incorporated herein within the time specified in the proposal.

Total agreement amount shall not exceed \$60,000 for the three-year agreement term. If an extension to the agreement is provided, the compensation shall not exceed \$20,000 per year for each additional year of the extension.

This includes all applicable taxes and fees. Proof of insurance, as described in the General Provisions, has been provided to the District.

Name and address of Contractor:
Network Design Associates, Inc.
6060 Sunrise Vista Drive, Suite 2440
Citrus Heights, CA 95610

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized to sign:



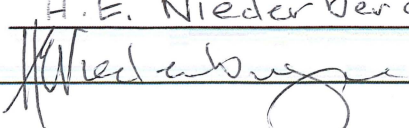
Print Name: Gregory J. Nelson

Title: VP, Engineering

Date: 5-25-2021

NOTICE OF AWARD (This section for District use only)

You are directed to proceed with the work upon receipt of this award.

Print Name: H. E. Niederberger
Signature: 

Title: General Manager
Date: June 3, 2021

GENERAL PROVISIONS

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in the attached proposal included as part of this Agreement. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the "Agreement Documents." The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. **TIME OF PERFORMANCE:** The Services described in this Contract shall be provided for three years with an option to extend the agreement for up to two additional one-year periods at the sole discretion of the District. The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. **COMPENSATION:** Payments shall be paid *monthly* upon completion of services for a total amount not to exceed \$ 60,000 over the three-year agreement term. If an extension to the agreement is provided, the compensation shall not exceed \$20,000 per year for each additional year of the extension. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services. "Reimbursable Expenses" are limited to actual expenditures of the Contractor for expenses that are necessary for the proper satisfaction of the Contract and are only payable if specifically authorized in advance in writing by the District. No additional charges will be allowed unless specified in the Contract, including charges for transportation, fuel, containers, packing, or disposal. Contractor is responsible for supplying invoices and all documentation necessary to verify invoices to the District's satisfaction. Invoices shall be emailed to ap@spmud.ca.gov or mailed to 5807 Springview Drive, Rocklin, CA 95677.
4. **TERMINATION:** This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. **CHANGES:** District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. **PROPERTY OF THE DISTRICT:** It is mutually agreed that all work or materials prepared under this Agreement shall become the property of the District. The District shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by Contractor under this Contract. In this Contract, the term "information" means and includes any and all work product, submittals, reports, plans, specifications, and other deliverables consisting of documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds, or symbols, or any combination thereof.
7. **CONFIDENTIALITY:** During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose, or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.

8. NOTIFICATION OF MATERIAL CHANGES IN BUSINESS: Contractor agrees that if it experiences any material changes in its business, including a reorganization, refinancing, restructuring, leveraged buyout, bankruptcy, name change, or loss of key personnel, it will immediately notify the District of the changes. Contractor also agrees to immediately notify the District of any condition that may jeopardize the scheduled delivery or fulfillment of Contractor's obligations to the District under this Contract.
9. WARRANTY: Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
10. STANDARD OF PERFORMANCE: Contractor shall perform in the manner and according to the standards currently observed by a competent practitioner of Contractor's profession in California and in compliance with all requirements of this Contract. All products that Contractor delivers to District under this Contract must be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in Contractor's profession.

Contractor shall designate a Project Manager as its representative in all matters relating to the Agreement. The Project Manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.

11. CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700: Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
12. INTEREST IN AGREEMENT: Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.
13. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
14. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
15. INSURANCE: Contractor shall not commence with any work before obtaining, and shall maintain in force at all times during the term of this Agreement, the policies of insurance as specified by the District and incorporated herein by this reference.
16. SEVERABILITY: If a court with jurisdiction rules that any portion of this Contract or its application to any person or circumstance is invalid or unenforceable, the remainder of this Contract will not be affected thereby and will remain valid and enforceable as written, to the greatest extent permitted by law.

17. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.
18. LICENSES AND PERMITS: Contractor represents and warrants that Contractor has, and shall maintain at all times during the term of this Contract at its sole cost and expense, all licenses, permits, qualifications, and approvals of any nature that are legally required for Contractor to practice its profession or fulfill the terms of this Contract, including any required certification issued by the California Secretary of State.
19. MISCELLANEOUS PROVISIONS:
- A. Contractor shall not engage in unlawful employment discrimination.
 - B. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked "trade secret" when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the "trade secret" designation.
 - C. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
 - D. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.



Request for Proposal

Customer Name: South Placer Municipal Utility District

Project: IT Support Services 2021 – Option #2

Prepared By: JC Chan, Account Manager

Date Prepared: April 23rd, 2021

Date Revised: May 25th, 2021

Description of Services

Overview

South Placer Municipal Utility District (SPMUD) has been providing water and sewer treatment services for the cities of Rocklin and Loomis since the mid-1950s. The agency has sought to continually improve their processes to achieve their mission of reliable, sustainable, and cost-effective services for their customers. Technology has played a critical role in the planning and achievement of the agency's objectives. SPMUD outsources their primary IT operational services and is currently researching firms that could provide the agency with more support consistency.

Proposal Goal

Network Design Associates' (NDA) goal is to provide file server and workstation monitoring, periodic remote Help Desk, as well as optional onsite Senior Network Engineering services that meet or exceed SPMUD support and budgetary expectations. Our services are designed to adjust to our partners' month to month needs, and NDA provides support and services on a non-contractual basis (contract available if requested).

NDA has various service options ranging from basic monitoring and support to comprehensive managed services. We are proposing a combination of our Automation Suite to support all staff members and network topology, and our Outsourced IT services (onsite services on a T&M structure) for additional support and network engineering. Any quantities listed in this proposal are estimated. The number of agents can increase/decrease monthly, as well as the monthly onsite Engineering time.

About NDA

Network Design Associates, Inc. has been providing IT support services to the Greater Sacramento area since 1997, including remote national support for our partners. Our team of Senior Network Engineers, Customer Support Associates and Management staff are very broadly and deeply skilled. We have approximately 80 active partners under one of our service plans. Our partners stay with these plans for many years because they are comprehensive, well-executed, and conform to budgetary expectations.

About NDA Services

Scope of Work Overview

NDA provides extensive IT support services. Each partner has a unique environment requiring a customizable and adaptive approach for their support needs. The activities and tasks below are not intended to be an exhaustive list and some services may not be applicable to every environment. NDA has built flexibility into

our plans so that we can provide excellent support based on our partners' needs. NDA plans are designed to support all aspects of our partner's IT network based on industry standard best practices, ensuring operational continuity.

On-site Senior Network Engineer Support

NDA has found that partner satisfaction is significantly improved when a Senior Network Engineer comes on-site on a recurring basis. Our partners have the option of having a Senior Network Engineer scheduled for a set number of hours weekly, bi-weekly or monthly. The scheduled hours and frequency of the appointments can be adjusted to meet the partner needs on an on-going basis. This service also provides the benefit of flexible use for the engineer's time based on the partner needs. Both a primary and secondary engineer is assigned to your account so you have consistency in support and can build a relationship with for future upgrades and planning. The billing for this optional service is time and materials, reflected in the cost section of this proposal.

Ticket & Service Response

NDA maintains a ticketing system to record all requests for service. New service tickets may be entered directly by the end users via phone call, email or web form. NDA requests that all emergency or urgent tickets be phoned in directly to the help desk. NDA maintains live 24x7 phone service with escalation for after-hours support. NDA provides a partner portal for our ticketing system so tickets can be monitored at any time. Using our ticketing system, partners will have access to ticket information relative to work performed.

Product Fulfillment and Vendor Management

NDA supports all major hardware and software OEM products. As an authorized reseller, NDA can provide quotes as well as, licensing and vendor management as requested by the partner. Product sourcing is the partner's choice. NDA provides quoting, licensing, and vendor management services at no additional cost to our partners.

Contacting NDA

General support requests should be emailed to help@asknda.com. This will create a support ticket and a Help Desk technician will coordinate support. If you are unable to email in your support request, or if you are experiencing a network emergency, please contact the NDA Help Desk at the number below.

If you have a network emergency outside normal business hours, calls are routed to our Answering Service. Please indicate you are experiencing an emergency. They will follow a telephone tree and reach out to NDA management for immediate support.

Department	Contact	Email Address	Phone
Service Manager	Greg Nelson VP, Engineering	gnelson@ndasacramento.com	(916) 853-1632 x222
Help Desk Support	Staff	help@asknda.com	(916) 853-1632 x1 or (833) 2-Ask-NDA
Help Desk Supervisor	Benjamin Holt	bholt@ndasacramento.com	(916) 853-1632 x1
Customer Service Purchasing	Brittney Mims Inside Account Manger	bjmims@ndasacramento.com	(916) 853-1632 x303

Terms of Service

Items not Included within this Statement of Work

No equipment or hardware is included with this Statement of Work. No travel expenses are anticipated, and no travel expenses are included in the prices below. NDA engineers are limited to working no more than 8 hours per day and 40 hours per week. Evening and weekend hours will be negotiated separately.

Rate Plan for Resources (Billing Rate, Quantity, Hours)

NDA bills Automation Suite services monthly in arrears. Users who have logged into Active Directory in the prior 30 days will be invoiced.

NDA does not require a contract for services unless requested by the client.

Payment Terms

NDA sends invoices weekly for the work provided in the prior week. NDA offers NET 30 payment terms.

Service Offering
(Automation Suite w/T&M Help Desk and Supplemental IT)

This service offering includes Automation Suite to be installed on all servers, workstations, and laptops. T&M Help Desk and Engineering services are invoiced at the respective hourly rates. Help Desk calls are rounded to 15-minute increments. Onsite Network Engineering support has a 2-hour minimum unless negotiated ahead of time.

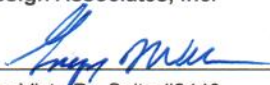
This offering includes 4 hours of onsite engineering support through our Supplemental IT program. We also assign a Primary and Secondary engineer to South Placer Municipal Utility District. This will provide consistent engineering support and allow the agency to form relationships with the engineering performing the work.

Description	Agents	Hours	Agent Cost	Hourly Labor Cost	Average Cost Per Visit / Month
Automation Suite – Computers & Servers	39		\$16.00		\$624.00
Help Desk – Remote		As Needed		\$100.00	
Senior Network Engineer		4		\$150.00	\$600.00
Average Estimated Monthly Cost:					\$1,224.00

Description	Frequency	Cost	Extended
Onboarding Fee	Once	\$1,050.00	\$1,050.00
Additional First Month Charge:			\$1,050.00

Agreed and Accepted By

Network Design Associates, Inc.

Signature: 
 6060 Sunrise Vista Dr, Suite #2440
 Citrus Heights, CA 95610
 Date: 5/25/2021

South Placer Municipal Utility District

Signature: _____
 5807 Springview Drive
 Rocklin, CA 95677
 Date: _____

Exhibit A – Supplemental Information Technology (SIT)

Below are a series of tasks performed as part of the Supplemental IT program. The goal of these tasks is to keep your network up to date and running smoothly. It is important that time be set aside to perform these tasks on a regular basis. If monthly support ticket volume is such that insufficient time is remaining to perform these tasks, additional time may need to be allocated through an additional visit or extending the current appointment.

1. Monthly Preventative Network Server Maintenance

Periodic monthly maintenance is performed during normal business hours. Some tasks require network downtime, especially near the beginning of a relationship with a new client. All clients are advised of anticipated downtime and NDA works closely to ensure impact to business operations is as minimal as possible.

A. Test Backups

Every month NDA will download several files of commonly used and observable file types from distinct locations on multiple computers to a temporary location. We will then compare the files to their originals on disk to ensure a match and readability. This method allows NDA to increase backup reliability and confidence.

B. Active Directory Maintenance

NDA will periodically perform Active Directory maintenance tasks to ensure the directory is up to date, running efficiently, and not corrupted. These tasks include, but are not limited to, removing old accounts and organizational units, running DCdiag checks on the database, and reviewing domain controller event logs.

C. Maintain Server Updates

NDA will work with clients to establish update procedures for all server and desktop operating systems. Ideally, NDA and clients will establish maintenance windows allowing for downtime. Windows updates have become increasingly important and are now critical to the security posture of an organization.

Applying and maintaining updates has a secondary goal: monthly server reboots. Rebooting servers ensures systems can properly power cycle without issue and reloads operating systems, which can assist with performance issues that accumulate over time.

D. Physical Server Maintenance

Visual inspections of server components on a scheduled basis illuminate any physical issues that may not be reported by electronic sensors. Physical server maintenance also allows for routine cleaning of internal components which increases longevity and reduces operating temperatures.

E. Record and Track Statistics from Servers

NDA will record and track vital statistics from servers on a monthly basis, such as free disk space, performance metrics including CPU and memory usage, and uptime.

Maintaining this information assists in forecasting upcoming system expansion. This allows the customer to budget for necessary expansion and schedule the installation at a convenient time.

F. Monitor and Maintain Malware Protection Systems

NDA will ensure that all supported malware protection (antivirus, antispymware, and antispam) solutions are kept up to date and configured properly, including proper scanning exceptions. NDA will also ensure that malware protection solutions are installed on all appropriate computers. NDA will communicate with clients and agree upon malware protection exemptions where appropriate.

G. Test Power Protection Systems

NDA will configure all supported power solutions to communicate with network equipment to carefully shut systems down during power events, where supported.

NDA will ensure all supported power protection solutions are performing internal testing, if the equipment possesses the capacity. On an agreed maintenance window with clients, NDA will disconnect all power solutions from main power and allow them to strategically shut down systems to

test.

2. Windows workstation maintenance

A. Configure Storage Locations and Advise Users

NDA will configure critical file storage in appropriate locations to be backed up. NDA will notify users of these locations and proper filing principles. Windows workstations occasionally require maintenance that is data destructive and NDA will advise users of places to store files that will not be impacted by said maintenance.

B. Maintain Windows Updates

As with servers, NDA maintains updates to Windows PCs. All Windows workstations will be configured on an update schedule. NDA will work with clients to determine if this is an automated, monthly process or a manual process to be performed during maintenance windows.

C. Maintain Malware Protection Solutions

As with servers, NDA will configure all supported malware protection solutions on desktops, as appropriate. NDA will maintain these systems and remediate any problems detected.

D. Advise and Implement Proper Configuration

NDA will consult with clients on best practices for workstation configuration. Though workstations can be configured in a diverse number of ways for many different uses, there are several topics (local administrators, document storage locations, operating system selection) that are universal best practices for all. NDA consults with clients on the best configuration for their particular business and implements the agreed upon configuration.

E. Line of Business Application Support

NDA provides support online of business applications outside of standard Microsoft Office and Windows server software. NDA will engage software vendors on configurations that are outside of our internal knowledgebase. Costs incurred from vendor contacts are billed to clients.

NDA strongly encourages all hardware and software being used in current business operations to be covered under vendor agreements.

3. Disaster recovery

A. Gather Software and Documentation for Network Server Recovery

NDA will gather and maintain all equipment and documentation necessary for network server disaster recovery. This includes all manuals and software, license agreements, usernames and passwords, and miscellaneous configuration details required to completely recreate any servers lost during a disaster.

This step may require ordering manuals from manufacturers or downloading software from Web Sites. Any costs incurred will be discussed with and billed to clients.

B. Document the Current Network Server Configuration

NDA maintains documentation on all network server configurations as time allows. This information is instrumental in recovering from disasters. NDA will request time as appropriate to maintain documentation.

C. Create and Test a Detailed Disaster Recovery Plan

NDA will discuss with clients the appropriate steps to take in the event of a disaster and assist in their documentation. NDA engineers will also review this disaster recovery plan with clients on a scheduled basis to ensure it is up to date and accurate.

NDA maintains copies of clients' disaster recovery plans on our equipment as well, when appropriate. This allows NDA to begin authorized response to disasters more quickly and effectively.

NDA will also discuss with clients an appropriate timeframe for testing the disaster recovery plan. This will involve network downtime, and may be done after hours, as agreed upon by clients. Testing involves simulating a disaster and following the plan as written down.

4. Enterprise-wide license management.

A. NDA will inventory all network servers and workstations to identify the operating system and

application licenses in use.

- B. NDA will maintain a centralized list of all licenses located.
- C. NDA will review all available purchase orders and records to locate which licenses have been properly paid for and recorded.
- D. NDA will identify and remedy any non-compliant uses of operating systems and applications.
- E. NDA will create a process to insure the continued proper maintenance of corporate licenses.
- F. NDA will advise clients of warranty and management contract opportunities and costs associated with client equipment and software.

NDA strongly recommends all software and hardware used for current business operations be covered under a vendor contract or warranty.

- G. NDA will also leverage our relationship with vendors to advise customers of other licensing opportunities that may save clients' money or license their software more effectively.

5. Provide Help Desk and Other Break/Fix/Repair Services.

NDA maintains an active helpdesk for clients to call in for issues, in addition to onsite support.

6. Provide network consulting services.

NDA provides network and technological consulting services to clients. Our organization maintains relationships with a wide array of technology vendors and our employees stay up to date with training and education on new products.

NDA will advise clients of all application upgrades and alternatives that are relevant to client business operations, as well as best practices for network configuration and general IT purchasing going forward.

7. Virtual CTO services.

NDA can provide services to clients as a virtual CTO. We are happy to direct clients on purchasing, personnel management, strategic technological change, overall network design and health, and changes in technology industries relevant to client businesses. NDA is happy to participate with the management team to manage the growth and change of the corporate infrastructure. This includes planning for growth and hardware refresh cycles.

8. Identify and provide or recommend appropriate user training.

NDA will train users as appropriate on daily computing tasks, as well as network best practices.

If NDA and the client determine that more in-depth training is required, NDA will locate training resources and recommend them.

9. Document and inventory the network.

NDA will manage and maintain an inventory of all network equipment, in concert with the appropriate client department. This inventory is used in conjunction with other NDA and client documentation for a wide variety of uses including disaster recovery and refresh.

Exhibit B – Automation Suite & MSP Agents

Automation Suite is a collection of tools and services to automate much of the maintenance process on file servers and workstations. Additionally, there are a handful of auto remediation tasks for services that are critical for end users to continue to function. The Automation Suite is included in the MSP Standard Business Plan and can be purchased separately. Please see the table below describing the functions available for each service offering.

NDA is deploying SentinelOne for Endpoint Detection and Response (EDR)

Feature	Automation Suite	MSP Standard Business Plan
Remote Monitoring	Included	Included
Ransomware Detection	Included	Included
Workstation Remote Access	Included	Included
Server / Workstation Security Monitoring	Included	Included
Domain Security Monitoring	Included	Included
Automated Software Installation	Included	Included
Automated Scripting	Included	Included
Endpoint Detection and Response (EDR)	Included	Included
Automated Workstation Optimization	Included	Included
Automated System Repair	Included	Included
Multifactor Authentication	N/A	Included
Remote Help Desk	T&M	Included
Cell Phone and Tablet Support	T&M	Included
Onsite Technical Services (NDA Discretion)	T&M	Included
24 x 7 Support	T&M	Included
Maximum Issue Resolution Duration Covered	T&M	3 Hours

Item 5.9

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Chad Stites, District Superintendent

Cc: Eric Nielsen, General Manager

Subject: Resolution 26-19 Authorizing the General Manager to Execute an Amendment to the Professional Services Agreement for Fleet Maintenance and Repair Services with WyJo Services Corp.

Meeting Date: May 7, 2026

Overview

In July of 2023, after the District solicited for and reviewed proposals for Fleet Maintenance and Repair Services, the District Board of Directors adopted Resolution 23-19, authorizing the General Manager to enter into an agreement with WyJo Services Corp to provide maintenance and repair services for the District's fleet. The use of a contractor to maintain the District's fleet has allowed District staff to continue to focus on core sewer services, as well as allowed for the more timely, thorough, and documented maintenance of vehicles and equipment.

The original term of the agreement was three years, with the option to extend the agreement for two additional years, with a not-to-exceed amount of \$15,000 per year. Maintenance and repairs have been needed beyond the originally anticipated scope of services, and additional costs have been incurred due to the reduced availability and rising cost of parts. These conditions have necessitated an increase in the not-to-exceed amount of the agreement. Staff is recommending revising the annual not-to-exceed fiscal amount to a total not-to-exceed amount over the entire agreement term, to allow for larger and unanticipated service repairs.

Staff is pleased with the service provided by Wyjo and is recommending amending the agreement with WyJo to extend the use of their fleet maintenance and repair services by amending the existing term of the agreement to allow two additional optional extension years through July 5, 2030. Staff is also recommending increasing the total not-to-exceed amount to \$350,000 over the seven-year period, if all four optional years of service are exercised.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 26-19, authorizing the General Manager to execute an amendment to the Professional Services Agreement for Fleet Maintenance and Repair Services with WyJo Services Corp.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:
Prepare for the future and foreseeable emergencies

Related District Ordinances and Policies

This action complies with the following District Policies:

Policy No. 3150 – Purchasing Policy

Fiscal Impact

The not-to-exceed agreement amount will change from a per fiscal year amount to a total not-to-exceed amount of \$350,000 over the seven-year period, if all four optional years of service are exercised. This amount allows for larger and unanticipated service repairs, which may or may not occur over the course of the agreement term. The expenditure of these funds is budgeted annually in the Field Services Department's Professional Services budget (Fund 100).

Attachments

1. Resolution 26-19 Authorizing the General Manager to Execute an Amendment to the Professional Services Agreement for Fleet Maintenance and Repair Services with WyJo Services Corp.
2. Professional Services Agreement Addendum 1 for Fleet Maintenance and Repair Services with WyJo Services Corp.
3. Professional Services Agreement Dated July 6, 2023, for Fleet Maintenance and Repair Services with WyJo Services Corp.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 26-19

**AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AMENDMENT
TO THE PROFESSIONAL SERVICES AGREEMENT FOR FLEET
MAINTENANCE AND REPAIR SERVICES WITH WYJO SERVICES CORP.**

WHEREAS, in July 2023, the South Placer Municipal Utility District Board of Directors adopted Resolution 23-19, authorizing the General Manager to enter into an agreement with WyJo Services Corp. to provide fleet maintenance and repair services; and

WHEREAS, the District does not possess the in-house capabilities and resources to perform fleet maintenance on the approximately 45 vehicles and pieces of equipment that comprise the District's fleet; and

WHEREAS, the District has determined that there continues to be a need for fleet maintenance and repair services in order to ensure that District staff can remain focused on the core services, while the District's fleet is maintained in a timely and thorough manner.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the South Placer Municipal Utility District that the General Manager is authorized to execute the attached amendment to the Professional Services Agreement for Fleet Maintenance and Repair Services with WyJo Services Corp.

PASSED AND ADOPTED by the Board of Directors of the South Placer Municipal Utility District on this 7th day of May, 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

PROFESSIONAL SERVICES AGREEMENT
Addendum 1

AGREEMENT TERM: Three (3) years with option to extend for up to 4 additional years

EXECUTED:

Provide additional Non-Professional Services for Fleet Maintenance and Repair Services.

DISTRICT: South Placer Municipal Utility District
DISTRICT REPRESENTATIVE: Chad Stites
(916) 786-8555; cstites@spmud.ca.gov

CONTRACTOR: WyJo Services Corp.
CONTRACTOR REPRESENTATIVE: Cole Miles
(530) 613-0154; colefills1990@gmail.com

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the Scope of Work in the original agreement dated July 6, 2023, and based on the General Provisions, updated Pricing, and inventory schedules included with this Addendum. The original agreement period may be extended by up to four one-year terms, for a total of seven years, ending no later than July 5, 2030. The total not-to-exceed amount shall be increased as follows:

Table with 2 columns: Agreement Component, Amount. Rows: Original Agreement Not to Exceed (\$45,000.00), Addendum 1 (\$305,000.00), Total agreement amount shall not exceed: (\$350,000.00)

All applicable taxes and fees included. Proof of insurance, as appropriate, has been provided to the District.

Name and address of Contractor:

WyJo Services Corp
201 Chad Cir.
Applegate, CA 95703

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized to sign:

Print Name: _____

Title: _____

Date: _____

NOTICE OF AWARD (This section for District use only)

[] You are directed to proceed with the work upon receipt of this award.

Print Name: _____ Title: _____

Signature: _____ Date: _____

GENERAL PROVISIONS

1. SCOPE OF SERVICES: Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in the original agreement dated July 6, 2023. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the “Agreement Documents.” The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. TIME OF PERFORMANCE: The Services described in this Addendum shall be provided for up to four optional years of service. The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. COMPENSATION: Payments shall be paid monthly upon completion of services for a total amount not to exceed \$350,000. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services.
4. TERMINATION: This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. CHANGES: District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. PROPERTY OF THE DISTRICT: It is mutually agreed that all work done, or materials prepared under this Agreement shall become the property of the District.
7. CONFIDENTIALITY: During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.
8. WARRANTY: Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
9. CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700: Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
10. INTEREST IN AGREEMENT: Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.

11. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
12. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the negligent performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
12. INSURANCE: Contractor shall not commence with any work before obtaining, and shall maintain in force at all times during the term of this Agreement, the policies of insurance as specified by the District and incorporated herein by this reference.
14. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.
15. MISCELLANEOUS PROVISIONS:
 - A. Contractor shall designate a Project Manager, as it's representative in all matters relating to the Agreement. The project manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.
 - B. Contractor shall not engage in unlawful employment discrimination.
 - C. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked "trade secret" when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the "trade secret" designation.
 - D. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
 - E. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.

Fleet ID	Fleet ID Text	Manufacturer	Year	Model	Class Text	PM Schedule
001-2017	2017 Vactor 12 Yard	Freightliner	2017	114 SD	Class 8	Group B
002-2018	2018 Vactor 5 Yd	Freightliner	2018	114 SD	Class 8	Group B
003-2019	CCTV Van	Ford	2019	Transit	Class 2b	Group A
004-2014	Ford (CCTV)	Ford	2014	F450	Class 4	Group A
005-2017	Ford (Customer Service)	Ford	2017	Ford Cargo 35	Class 2b	Group A
006-2022	Ford Flatbed	Ford	2022	F-250 4X4	Class 2b	Group A
007-2019	Construction Truck	Ford	2019	550 XL	Class 5	Group B
008-2023	Ford (Confined Space Entry)	Ford	2023	ETransit	Class 2b	Group A
009-2017	Dump Truck - Ford F750	Ford	2017	F-750	Class 7	Group B
010-2000	Case Super L (Backhoe)	Case	2000	580 Super L		Group F
011-2014	Case XNT (Skip Loader)	Case	2014	XNT		Group F
012-2022	CAT Forklift	Caterpillar	2022	DP45N2		Group F
013-2024	Kubota (Tractor)	Kubota	2024	L4802HST		
014-2017	Jet Rodder	Mongoose	2017			Group D
015-2022	GMC (Customer Service)	GMC	2022	Savana	Class 2b	Group A
020-2017	Chevrolet	Chevrolet	2017	1500 (4X4)	Class 2a	Group A
021-2008	Chevrolet (Field Supervisor)	Chevrolet	2008	1500 4X4	Class 2a	Group A
022-2024	EcMech	Ford	2024	F-350		
023-2022	Ford (Lead Worker)	Ford	2022	F-250	Class 2b	Group A
024-2022	Ford (Lead Worker)	Ford	2022	F-250	Class 2b	Group A
025-2017	Ford General Purpose - Field	Ford	2017	F-250 4x4	Class 2b	Group A
030-2017	Chevrolet (Inspector)	Chevrolet	2017	1500 (4X4)	Class 2a	Group A
031-2017	Chevrolet (Inspector)	Chevrolet	2017	1500 4x4	Class 2a	Group A
032-2019	Ford 4x4 Extended Cab (Inspector)	Ford	2019	150	Class 2a	Group A
033-2011	Chevrolet (Inspector)	Chevrolet	2011	ado 1500 Ex	Class 2a	Group A
039-2018	Toyota RAV4 Hybrid		2018	RAV4 Hybrid	Class 1	Group A
040-2016	Thompson 6" By-Pass Pump	Thompson	2016	E-DCUSF2.5		Group D
041-2021	Godwin (Pump)	Godwin	2021	HL80M		Group D
045-2017	Caterpillar Gen Set	Caterpillar	2017	XQ 125		Group D
046-1999	TIPCO (Generator)	Tipco	1999	13KW		Group D
047-1967	Champion (Rodding Machine)	Champion	1967	64C		Group D
050-1997	Sullivan (Air Compressor)	Sullivan	1997	D100Q6		Group D
100-1990	Trailmaster (Trailer)	Trailmaster	1990	TD-20-FBR		Group C
101-2005	Zieman (Trailer)	Zieman	2005	Model# 1165		Group C
103-2018	103 - Pipe Trailer	ex Trailer Mfg	2018	14PI		Group C

Plate	VIN	GVW	Fuel Type Text
1520400	1FVHG3FE2JHJT3899	66000	Diesel
1466659	1FVAG3FE7JHJX8158	46000	Diesel
1578263	1FTYR3XV4KKB18121	9000	Diesel
1447583	1FDXE4FS0EDA56368	14500	Gasoline
1523298	1FDBW7PV5HKA02002	9500	Diesel
1637899	1FDBF2BT0NEC36745	10000	Diesel
1573686	1FD0W5HT4KEE26012	19500	Diesel
1712137	1FTBW1XK7PKA93005	9500	Electric
1514947	1FDPF7DX4HDB04178	33000	Diesel
1068901	JJG0275245		Diesel
DOT: UX5F8	JJGN570NPEC713345		Diesel
N/A	AT19F50018	15000	Diesel
	KBULMCHRCBJK12270	1610	Diesel
1481571	67L2461		Diesel
1640361	1GD07RF70N1217923	9900	Gasoline
1531025	1GCNKNEC3JZ141321	6800	Gasoline
1230164	1GCEK14058Z226073	6400	Gasoline
1719216	1FDRF3GN1REE10309	14000	Gasoline
1658523	1FTBF2B68NEF61951	10000	Gasoline
1655350	1FDBF2B62NEF14507	10000	Gasoline
1507610	1FTBF2B67HEB54188	10000	Gasoline
1531026	1GCVKNEC3JZ140640	7200	Gasoline
1519508	1GCVKNEC4HZ113554	7200	Gasoline
1578176	1FTFX1E54KKF20211	7050	Gasoline
1230192	1GCRCPE01BZ153727	6800	Gasoline
1542667	JTMRJREV3JD241347	4960	Hybrid
694155	1T9PH12101TP634683		Diesel
SE606833	16MBB1018MD081886		Diesel
694156	1U9BX1620HJ087971		Diesel
1042689	CA622589		Diesel
SE75429	6957783		Gasoline
459356	30115		Diesel
	1G91S3120KA065776		
1169279	1ZCE23E225ZPS62671165-E		Trailer
1552005	16VPX2427K4074940	14000	

Equipment ID	Equipment ID Text	Equipment Type Text
218-2008	Multiquip Walk Behind Saw	Portable Equipment
219-2020	Multiquip MTX80HDR Tamping Rammer	Portable Equipment
220-2014	Multiquip MVC88VTHW Plate Compactor	Portable Equipment
221-2018	Stihl TS 500i Cut-Off Saw	Portable Equipment
800-2003	MultiQuip Generator	Portable Equipment
801-2003	Wacker Pump	Portable Equipment
802-2016	Honda Generator	Portable Equipment
803-2016	Honda Generator 7000	Portable Equipment
804-2016	Weed Sprayer	Portable Equipment
900-1987	LS-05 Cameo Court Standby Generator	Fixed Generator
901-2015	LS-06 Monument Springs Standby Generator	Fixed Generator
902-2006	LS-10 Shady Canyon Standby Generator	Fixed Generator
903-2011	LS-11 Irish Lane Standby Generator	Fixed Generator
904-2013	LS-14 Sierra College Standby Generator	Fixed Generator

Manufacturer Text	Model	Serial Number	Year
MultiQuip	SP2S20H20	Y10308049	2008
MultiQuip	MTX80HDR	F-3183	2020
MultiQuip	MVC88VTHW	T2Z4883	2014
Stihl	TS 500i	184538764	2018
MultiQuip	GA-6HEA	5563972	2003
Whacker	PT3A	5279586	2001
Honda	EU3000ISIA	EZGF 1623825	2016
Honda	EU7000IS	EEJD1137521	2016
PBM Sprayers	SKD150D252	2016900	2016
			1987
	50RE2GB	GM79036-GA1	JAN-2015
	QT04554JNNNA	4494337	AUG-2006
	13217650200	2111456	JUNE-2011
	100REOZJF	SGM325W9N	MAY-2013

ATTACHMENT E
COST PROPOSAL WORKSHEETS

**SPMUD COST PROPOSAL WORKSHEET
SUV's, VANS, PICKUP TRUCKS**

Scheduled Preventive Maintenance	SUV's, Vans, Pickup Trucks	
	Labor Hours	Total Cost
Annual Inspection	1	\$ 140
Annual PM Service	1	\$ 140
PM Service every 50,000 miles	1	\$ 140
Preventive Maintenance Hourly Labor Rate	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ 150

✓
 WRENCH
 COMBINED
 # OF VANS
 TOTAL = \$210.00

Percent Markup on Parts	25 %	OVER COST
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* PM SERVICE AND REPAIR SUBJECT TO 8% SHOP SUPPLY USE
 UP TO \$2000 TOTAL THEN DROPS TO 6%

SPMUD COST PROPOSAL WORKSHEET GROUP B - HEAVY DUTY TRUCKS

Scheduled Preventive Maintenance	Heavy Duty Diesel Dump Truck		Heavy Duty Sewer Cleaning Trucks	
	Labor Hours	Total Cost	Labor Hours	Total Cost
BIT INSPECTION-Every 90 Days	1	\$ 140	1	\$ 140
Annual PM Service	1.5	\$ 210	2	\$ 280
PM Service every 50,000 miles	1.5	\$ 210	2	\$ 280
Preventive Maintenance Hourly Labor Rate	1	\$ 140	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ 200		\$ 200

OVER COST

Percent Markup on Parts	25 %
-------------------------	------

WHEN COMBINED
SAVE .5 HR @ 70.00 DUMP
TOTAL = \$ 280.00
TOTAL = \$ 350.00 VACS

* PM SERVICE AND REPAIR SUBJECT TO 8% SHOP SUPPLY
USE UP TO \$2000 TOTAL THEN DROPS TO 6%

**SPMUD COST PROPOSAL WORKSHEET
GROUP C - TRAILERS**

Scheduled Preventive Maintenance	Trailers	
	Labor Hours	Total Cost
BIT Inspection*	1	\$ 140
Annual Inspection	1	\$ 140
Preventive Maintenance Hourly Labor Rate	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ 150

Percent Markup on Parts	25 %	OVER COST
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* REPAIRS SUBJECT TO 8% SHOP SUPPLY USE
UP TO \$2000 TOTAL THEN 6%

**SPMUD COST PROPOSAL WORKSHEET
GROUP D - PORTABLE EQUIPMENT**

Scheduled Preventive Maintenance	Jet Rodder		Generator		Compressor		Pump	
	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost
Annual Inspection	1	\$ 140	1	\$ 140	1	\$ 140	1	\$ 140
Annual PM Service	1	\$ 140	1	\$ 140	1	\$ 140	1	\$ 140
Preventive Maintenance Hourly Labor Rate	1	\$ 140	1	\$ 140	1	\$ 140	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140	1	\$ 140	1	\$ 140	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ 150		\$ 150		\$ 150		\$ 150

Percent Markup on Parts 25% OVER COST

ON WENTENICER 210
GIVE 5 HR @ 140 = 700
TOTAL = 870

ALL SMALL PORTABLE EQUIPMENT
UNIT # ~~219~~, 219, 220, 221, 800, 801,
802, 803,

* PM SERVICE AND REPAIR SUBJECT
TO 8% SHOP SUPPLY USE UP TO \$2000
TOTAL THEN DROPS TO 6%

WILL BE .5 HR @ 170⁰⁰ FOR
ANNUAL INSPECTIONS + PM SERVICES EACH

SPMUD COST PROPOSAL WORKSHEET

GROUP E - LIFT STATION GENERATORS

WHEN COMBINED
 SAVE .5 HR @ 70%
 TOTAL = \$ 210

Scheduled Preventive Maintenance	Generator	
	Labor Hours	Total Cost
Annual Inspection	1	\$ 140
Annual PM Service	1	\$ 140
Preventive Maintenance Hourly Labor Rate	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ —

- ALL LIFT STATIONS
 ARE NOT PORTABLE
 AND WOULD BE
 REPAIRED ON SITE

OVER COST

Percent Markup on Parts	25 %
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**SPMUD COST PROPOSAL WORKSHEET
GROUP F - OFF-ROAD EQUIPMENT**

Scheduled Preventive Maintenance	Case 580 Super L Loader/Backhoe		Case 570 NXT Tractor /Loader		Kubota Backhoe	
	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost
Annual Inspection	1	\$ 140	1	\$ 140	1	\$ 140
Annual PM Service	2	\$ 280	2	\$ 280	1	\$ 140
Preventive Maintenance Hourly Labor Rate	1	\$ 140	1	\$ 140	1	\$ 140
Repair Work Hourly Labor Rate	1	\$ 140	1	\$ 140	1	\$ 140
Pick Up and Delivery of Unit for Servicing		\$ 250		\$ 250		\$ 250

OVER
COST

25 %

Percent Markup on Parts

WHEN COMBINED
SAVE 5 HR @ \$70.00

* PM SERVICE AND REPAIR SUBJECT TO 8% SHOP SUPPLY USE
UP TO \$2000 THEN DROPS TO 6%



South Placer Municipal Utility District
5807 Springview Drive Rocklin, CA 95677

FLEET SERVICES AGREEMENT

AGREEMENT TERM: Three (3) years

EXECUTED: 7/6/2023

Provide *Non-Professional Services* for the project know as:

SPMUD Fleet Maintenance and Repair Services

DISTRICT:
South Placer Municipal Utility District
DISTRICT REPRESENTATIVE:
Eric Nielsen
(916) 786-8555 enielsen@spmud.ca.gov

CONTRACTOR:
WyJo Services Corp.
CONTRACTOR REPRESENTATIVE:
Cole Mills
(530) 613-0154 colefills1990@gmail.com

SERVICES:

The undersigned agrees to complete the work specified in strict accordance with the General Provisions, Scope of Work and Pricing incorporated herein within the time specified in the proposal.

Total agreement amount shall not exceed \$ 15,000 per year.

This includes all applicable taxes and fees. Proof of insurance, as described in the General Provisions, has been provided to the District.

Name and address of Contractor:

WyJo Services Corp.
201 Chad Cir.
Applegate, CA 95703

The person signing this Contract for Contractor represents and warrants that he or she has read, understands, and agrees to all the Contract terms and is fully authorized to sign this Contract on behalf of the Contractor and to bind the Contractor to the performance of the Contract's obligations.

Signature of person authorized to sign:

Print Name: COLE MILLS

Title: CEO

Date: 07/17/2023

NOTICE OF AWARD (This section for District use only)

You are directed to proceed with the work upon receipt of this award.

Print Name: HE Niederberger

Title: General Manager

Signature:

Date: July 20, 2023

GENERAL PROVISIONS

1. **SCOPE OF SERVICES:** Contractor shall do all work, attend all meetings, and carry out all activities necessary to complete all services described in the attached proposal included as part of this Agreement. This Agreement and its exhibits, attached or incorporated by reference, shall be known as the “Agreement Documents.” The Contractor enters into this Agreement as an independent contractor and not as an employee of the District.
2. **TIME OF PERFORMANCE:** The Services described in this Contract shall be provided for three years with an option to extend for two additional years. The services are to commence upon execution and receipt of this Agreement and shall be completed in a prompt and timely manner in accordance with the conditions of the Agreement.
3. **COMPENSATION:** Payments shall be paid monthly upon completion of services. The District reserves the right to perform any of these services with its own staff or to retain other contractors to perform the services. “Reimbursable Expenses” are limited to actual expenditures of the Contractor for expenses that are necessary for the proper satisfaction of the Contract and are only payable if specifically authorized in advance in writing by the District. No additional charges will be allowed unless specified in the Contract, including charges for transportation, fuel, containers, packing, or disposal. Contractor is responsible for supplying invoices and all documentation necessary to verify invoices to the District’s satisfaction. Invoices shall be emailed to ap@spmud.ca.gov or mailed to 5807 Springview Drive, Rocklin, CA 95677.
4. **TERMINATION:** This Agreement may be terminated, without cause, at any time by the District or Contractor upon ten days written notice. Contractor shall be compensated for all services provided for in the Agreement to that date. District shall be entitled to all work created pursuant to the Agreement.
5. **CHANGES:** District or Contractor may request changes to the scope of services to be performed. Such changes must be authorized in advance by the District in writing. Mutually agreed to changes shall be incorporated in written amendments to this Agreement.
6. **PROPERTY OF THE DISTRICT:** It is mutually agreed that all work or materials prepared under this Agreement shall become the property of the District. The District shall have full ownership and control, including ownership of any copyrights, of all information prepared, produced, or provided by Contractor under this Contract. In this Contract, the term “information” means and includes any and all work product, submittals, reports, plans, specifications, and other deliverables consisting of documents, writings, handwritings, typewriting, printing, photostating, photographing, computer models, and any other computerized data and every other means of recording any form of information, communications, or representation, including letters, works, pictures, drawings, sounds, or symbols, or any combination thereof.
7. **CONFIDENTIALITY:** During performance of this Agreement, the contractor may gain access to and use District information. The contractor agrees to protect all District Information and treat it as strictly confidential, and further agrees that they shall at no time, either directly or indirectly, divulge, disclose, or communicate in any manner any District information to any third party without the prior written consent. In addition, the contractor shall comply with all policies governing the use of the District network and technology systems.
8. **NOTIFICATION OF MATERIAL CHANGES IN BUSINESS:** Contractor agrees that if it experiences any material changes in its business, including a reorganization, refinancing, restructuring, leveraged buyout, bankruptcy, name change, or loss of key personnel, it will immediately notify the District of the changes.

Contractor also agrees to immediately notify the District of any condition that may jeopardize the scheduled delivery or fulfillment of Contractor's obligations to the District under this Contract.

9. WARRANTY: Contractor warrants that it has the expertise or has experts available to perform the services set forth in this Agreement in a manner consistent with accepted standards of its profession. It warrants that it will perform said services in a legal manner in conformance with all applicable laws and guidelines.
10. STANDARD OF PERFORMANCE: Contractor shall perform in the manner and according to the standards currently observed by a competent practitioner of Contractor's profession in California and in compliance with all requirements of this Contract. All products that Contractor delivers to District under this Contract must be prepared in a professional manner and conform to the standards of quality normally observed by a person currently practicing in Contractor's profession.

Contractor shall designate a Project Manager as its representative in all matters relating to the Agreement. The Project Manager shall remain in such capacity unless and until he is removed at the request of the District or replaced with the written permission of the District.

11. CERTIFICATE OF COMPLIANCE WITH LABOR CODE 3700: Section 3700 of the Labor Code requires every employer to be insured against liability for workers compensation or to undertake self-insurance in accordance with the provisions of that code, and the Contractor will comply with such provisions before commencing with any work of this Agreement.
12. INTEREST IN AGREEMENT: Contractor covenants that neither it nor any of its employees has an interest in this Agreement which would conflict in any manner or degree with the performance of its services hereunder.
13. NEGLIGENCE: Contractor shall be responsible for performing the work in a safe and skillful manner consistent with generally accepted standards and shall be liable for its own negligence and the negligent acts of its employees. District shall have no right of control over the manner in which the work is done but only as to its outcome and shall not be charged with the responsibility of preventing risk to any of Contractor's employees.
14. INDEMNITY: Contractor shall indemnify, defend, and hold harmless the District, its officers, officials, agents and employees from and against any and all claims, costs, losses and expenses arising out of or in connection with the performance of work or failure to comply with the obligations contained in the Agreement Documents, except such loss or damage which was caused by the active negligence or willful misconduct of the District.
15. INSURANCE REQUIREMENTS: Contractor agrees to have and maintain the policies set forth in Exhibit A entitled "INSURANCE REQUIREMENTS," which is attached hereto and incorporated herein. All policies, endorsements, certificates, and/or binders shall be subject to approval by the District as to form and content. These requirements are subject to amendment or waiver only if so approved in writing by the District. A lapse in any required insurance coverage during this Agreement shall be a breach of this Agreement.
16. SEVERABILITY: If a court with jurisdiction rules that any portion of this Contract or its application to any person or circumstance is invalid or unenforceable, the remainder of this Contract will not be affected thereby and will remain valid and enforceable as written, to the greatest extent permitted by law.
17. FACILITIES AND EQUIPMENT: Contractor shall, at its sole cost and expense, furnish all facilities and equipment that may be required for the contractor to perform services pursuant to this Agreement.

18. LICENSES AND PERMITS: Contractor represents and warrants that Contractor has, and shall maintain at all times during the term of this Contract at its sole cost and expense, all licenses, permits, qualifications, and approvals of any nature that are legally required for Contractor to practice its profession or fulfill the terms of this Contract, including any required certification issued by the California Secretary of State.

19. MISCELLANEOUS PROVISIONS:

- A. Contractor shall not engage in unlawful employment discrimination.
- B. Information received from the contractor will be disclosed upon receipt of a request under the California Public Records Act; however, if any information is set apart and clearly marked “trade secret” when provided to the District, the District shall give notice of any request for disclosure. The contractor shall have five (5) days from the date of notification to enter into an agreement with the District, providing for the defense of, and complete indemnification and reimbursement of all costs incurred by the District in any legal action to compel disclosure of the information. The contractor shall have sole responsibility for defense of the “trade secret” designation.
- C. This Agreement and its exhibits constitute the entire agreement between the parties relative to the services herein and no modifications shall be effective unless and until such modification is in writing and signed by both parties.
- D. Contractor shall maintain and make available to District accurate records of all its costs and receipts with respect to any work under this Agreement for six months after the final payment under this Agreement.

Exhibit A INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the contract, 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 and the results of that work by the Contractor, his agents, representatives, employees or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office (ISO) Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. The general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with a limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers’ Compensation:** as required by the State of California, with Statutory Limits, and Employer’s Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.
4. **Professional Liability (Errors and Omissions):** Insurance appropriate to the Contractor’s profession, with a limit of no less than **\$2,000,000** per occurrence or claim, **\$2,000,000** aggregate. (**Professional Services Contracts ONLY**)

If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

OTHER INSURANCE PROVISIONS

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The District, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).

Primary Coverage

For any claims related to this contract, the **Contractor’s insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 04 13 as respects the District, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the District, its officers, officials, employees, or volunteers shall be in excess of the Contractor’s insurance and shall not contribute to it. This requirement shall also apply to any Excess or Umbrella liability policies.

Umbrella or Excess Policy

The Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Contractor's primary and excess liability policies are exhausted.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Waiver of Subrogation

Contractor hereby grants to the District a waiver of any right to subrogation which any insurer of said Contractor may acquire against the District by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the District. The District may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds \$5,000 unless approved in writing by the District. Any and all deductibles and SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. The District may deduct from any amounts otherwise due the Contractor to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that Defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR or deductible. The District reserves the right to obtain a copy of any policies and endorsements for verification.

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the District.

Claims Made Policies

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained, and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***

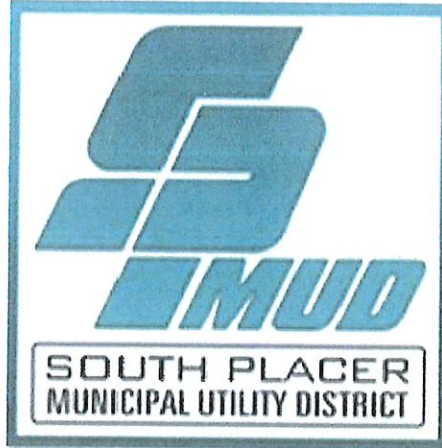
3. If coverage is canceled or non-renewed, and not replaced *with another claims-made policy form with a Retroactive Date prior to* the contract effective date, the Contractor must purchase “extended reporting” coverage for a minimum of *five (5)* years after completion of work.

Verification of Coverage

Contractor shall furnish the District with original certificates and amendatory endorsements or copies of the applicable policy language affecting coverage required by this clause **and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements**. All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor’s obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. The District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Special Risks or Circumstances

The District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



**REQUEST FOR PROPOSALS
FLEET MAINTENANCE SERVICES
FOR THE
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

**NOTICE TO PROPOSERS
INVITATION TO BID**

The South Placer Municipal Utility District (SPMUD) is a public sewer utility located in Rocklin, California and serves the City of Rocklin, Town of Loomis, Communities of Penryn, Newcastle and a portion of Granite Bay. The District is requesting proposals to provide maintenance and repair services for the District's 45 vehicles and pieces of equipment.

Sealed proposals will be received at the office of the South Placer Municipal Utility District, 5807 Springview Drive, CA 95677 until 3:00 p.m. local time on June 23, 2023. There will be a review process and the District intends to award a contract by July 6, 2023. The District reserves the right to award all the required services to one qualified proposer or a portion of the required services to more than one qualified proposer, at the District's sole discretion.

The term of the contract shall be for a period of three (3) years and the contract may be extended for an additional two (2) years, at the sole discretion of the District.

The award shall be made to the highest ranked proposer whose proposal complies with the specified requirements. The award of Contract will be made by the District Board of Directors and the Proposer shall execute the Contract within fifteen (15) days after he has received the Contract from the District.

Please review the proposal carefully and direct any questions to:

Eric Nielsen, Superintendent
5807 Springview Drive
Rocklin, CA 95677
(916) 786-8555
enielsen@spmud.ca.gov

By: Eric Nielsen
Eric Nielsen, Superintendent

Date: May 25, 2023

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I. PURPOSE OF REQUEST

The South Placer Municipal Utility District ("SPMUD") is requesting proposals for furnishing maintenance and repair services to the District's 45 vehicles and pieces of equipment. A list of existing District vehicles is attached herein. The number, make/model and composition of vehicles may change without prior notice. Proposers located in the general area of Rocklin, California, within a ten (10) mile radius of the District's Headquarters are preferred. The selection will be based on overall price, services, performance and reliability of the proposers. Please note that this may not be an exclusive maintenance contract. The District's needs are outlined in the following Request for Proposal ("RFP").

II. TIME SCHEDULE

It is the District's intent to follow the following process and timetable, resulting in the selection of a maintenance/repair contractor(s). At the District's discretion, it may change the estimated dates and the process set forth below as it deems necessary including but not limited to interviews.

District issues RFP.	5/25/2023
Deadline for proposers to submit questions/clarification request in writing to District by 3:00 pm.	6/9/2023
Deadline for District to respond to written questions to all parties receiving RFP.	6/16/2023
Deadline for Submittal of Proposals 3:00 pm.	6/23/2023
Notice of Intent to Award.	7/5/2023
Award of Contract by SPMUD Board.	7/6/2023

III. SCOPE OF SERVICES

The successful contractor must be able to perform general and preventive maintenance and repair services on vehicles and equipment including, but not limited to brakes, tires, suspension, heat/air conditioning systems, electrical systems, engine, etc. The District's preference is for the Contractor to have the ability to perform all required services. However, work may be subcontracted. When subcontractors are used, the Contractor is responsible for performance of the work including but not limited to, billing, reporting, scheduling, delivery, work quality, and warranty.

Within 3 weeks after award of contract the contractor will be required to identify any pre-existing conditions on each fleet unit. The contractor will examine all fleet units and review all fleet historical maintenance records. The contractor will then submit a report to the Fleet Representative (FR) indicating the extent of any repairs and/or servicing that may be needed and all related costs. The FR will review the report and decide whether to proceed with any work.

The Contractor must have the ability to provide required preventive maintenance and repair service listed in Items A thru G (below) for the fleet listed on Attachment A. Any exception including subcontracting must be noted in the response.

A. Preventive Maintenance

The District's vehicles are routinely driven short distances; frequent starts and stops; and in some cases, long idle periods. The average annual usage is normally around 5,500 miles for all light, medium and heavy-duty vehicles and trucks.

B. Smog and BIT Inspections

The Contractor will be responsible for completing all Federal and State required inspections. These include the 90-day State Basic Inspection of Terminals (BIT) Program, safety inspections subject and not subject to California Vehicle Code section 34500VC, diesel opacity inspections and smog inspections.

C. Repairs and Maintenance

Provide service/repairs to all common mechanical and electrical systems as needed.

D. Transport of Vehicles for Service

1. Provide pick-up and delivery of vehicles from District Headquarters.

2. For vehicles that are not drivable, additional towing charge may be billed upon approval by authorized District staff.

E. Conditions on Required Services

1. SPMUD will work with the contractor to schedule unplanned repair work.

2. When a prior appointment has been made for routine maintenance, the turn-around time should be no more than 8 hours.

3. Provide adequate inventory on special parts to ensure minimum turnaround on non-routine repairs.

F. Repair Order Content and Procedure

The Contractor shall provide Repair Orders for all services provided containing the following information:

1. Repair estimates with anticipated work to be performed, estimated completion time, and estimated cost signed by the District staff upon pickup/drop-off. A confirming copy with final cost shall be mailed to District upon completion, and a billing copy shall be sent to the District with the monthly statement.

2. Actual work/cost above written estimate requires District approval prior to work start.

3. Authorization of work by designated District employee or designee is required for all repair orders.

4. Individual vehicle charges shall be submitted on separate repair orders for each service visit.

The repair order must include:

- Date work performed
- Vehicle and license #, make/model
- Vehicle mileage at time of service/repair
- Date in / date out / time completed
- Detail type of service, hours, material used, and cost associated with each.
- Subcontracted repair orders containing same information shall be attached to the repair order.

5. The Contractor guarantees and warrants that all material furnished and all services performed will be free from defects in material and workmanship and will be warranted by Contractor for a minimum of 180 days, 5,000 miles/500 hours, or the length of time of any warranty given by the manufacturer or rebuilder/remanufacturer, whichever is greater, after acceptance. Engine or transmission overhauls will be warranted for a period of 12-months or 12,000 miles, whichever occurs first. The Contractor shall remedy all such defects at his/her own expense within one (1) working day after notification by the District.
6. Warranty and subcontracted repair orders need to be provided by the Contractor. The Contractor shall be the prime contractor; however, subcontractors may be used by the Contractor. The Contractor assumes responsibility for the work of its subcontractors. The charges for such services to the District shall be the amount of the subcontractor's invoice for services performed, or the contract price, whichever is less.

G. Hours of Operation

The District has a number of services that are active on a 24/7 basis and desires the most comprehensive hour coverage possible. Please identify normal business hours and emergency business hours if available.

IV. OPERATING PROCEDURES FOR FLEET MAINTENANCE SERVICES

Contracted maintenance facilities are expected to provide prompt, courteous and competent service to drivers. Garage staff must be knowledgeable about service procedures and initiate the service for all drop-in minor work within 30 minutes of their arrival. It is important that the service desk is staffed adequately to provide efficient customer service in a timely manner.

To assist the Contractor with the maintenance program, the District will provide:

1. Listing of covered fleet units (Attachment A) updated as necessary.
2. District preventive maintenance schedule (Attachment B).
3. Designated District staff contacts.

A. Scheduling of Maintenance and Service Procedures

1. The District Superintendent will designate the District employee to act as the Fleet Representative (FR). The FR is the Contractor's primary contact with the District.

2. The Contractor shall identify a single individual by name to serve as the responsible contact for daily communication with the District regarding vehicle scheduling and vehicle status update(s).

3. The FR will contact the designated Contractor's representative between 8:00 a.m. and 5:00 p.m., weekdays to determine the status of vehicles and/or equipment being serviced. The Contractor's representative shall provide accurate and timely information to the FR on vehicle status including but not limited to:

- What vehicle(s)/equipment are ready by vehicle number.
- What vehicle(s)/equipment are being serviced/require repair.
- Estimated completion of vehicle(s)/equipment under repair.
- Description of repairs and costs.

4. For services, other than preventive maintenance scheduled services, the District will deliver the vehicle to the Contractor's facility, and provide a description of the problem(s) the vehicle is experiencing.
 - a. The Contractor shall contact the FR and provide an estimate and obtain authorization to proceed. For services estimated over \$1000, the Contractor must obtain FR written approval via fax or e-mail prior to performing any work.
 - b. When repairs cannot be accomplished at the Contractor's facility or a District approved subcontractor's facility, the Contractor must contact the FR for instructions. No repairs shall be made by non-authorized facilities without approval from the FR.
 - c. The Contractor shall report to the FR any vehicle brought in for service or repair and the Contractor has determined that the service or repair was due to driver misuse.
 - d. The Contractor will be responsible for loss and damage to all District vehicles under its custody and/or control.
 - e. The District may, at its sole option, purchase tires from the Contractor at the State of California Contract pricing or better.
 - f. All repair parts are to be original equipment manufacturer (OEM) or equivalent. Exceptions will be individually considered by the FR on a case-by-case basis.
 - g. All parts removed from District vehicles and equipment shall not be discarded but returned to the FR for inspection.

B. Preventive Maintenance

The District will provide a listing of vehicles due for preventive maintenance service at the beginning of each month. Vehicles will be listed by unit number, the type of preventive maintenance the vehicle is to receive, and the week the vehicle is due for service. The FR or designee will notify the contractor for specific dates vehicle will be ready for service.

The preventive maintenance services will be in accordance with the preventive maintenance schedules set forth in Attachment B.

Preventive Maintenance (PM) Checklists and Guide are listed in Attachment C. The PM checklists are to be used when performing all scheduled preventive maintenance and inspections for all SUV's, vans, pickup trucks, heavy-duty trucks (sewer/dump) and trailers. Each PM checklist includes an area to record the unit's number, license number, date, and current mileage. The mechanic responsible for servicing the unit must sign the checklist. The Contractor is responsible for maintaining a copy of each PM Checklist and assuring that a copy is forwarded to the FR after completion of each service.

Copies of PM Guides have been taken from manufacture service manuals and pertain to District off-road equipment (backhoes, loaders, pumps, generators, compressors and the jet rodder). Contractors should refer to service manuals for more complete explanations of PM requirements.

BIT Inspections shall be scheduled one week prior to their due date. Contractor will be responsible for completing the inspection within 8 hours of submission of unit. BIT Inspection forms, not PM Checklists, are to be used by the Contractor when performing the BIT Inspection, and can be found in Attachment D.

Additionally:

1. If projected brake pad/shoe life is less than 1,500 miles, replace brake pads/shoes.
2. Tires will be checked and depth of tread and air pressure readings will be indicated on all PM Checklists.

3. When a prior appointment has been made for routine maintenance, the turnaround time should be no more than eight hours for all District units.
4. The District prefers that all routine maintenance be performed on Fridays when possible.
5. After each preventive maintenance service is completed, the Contractor shall place service reminder label on the driver's side windshield stating the next maintenance mileage and date for routine preventive maintenance.

C. Non-Preventive Maintenance Service and Emergencies

1. Non-routine maintenance, other than emergencies, will be handled by appointment through the FR or designee. If a District employee delivers a vehicle to the Contractor's facility Monday through Friday between 8:00 a.m. and 5:00 p.m. requesting service without prior notification to you from the District, call the FR or designee for instructions.
2. After hour's delivery, if a District vehicle has a breakdown or is involved in an accident and the Contractor shall contact the FR for instructions.
3. There may be times when the FR calls early in the day with a specific set of instructions, and later in the day changes them; or, another staff member will call to change them if the FR is not available. The last set of instructions will prevail.

V. SELECTION CRITERIA

<u>CRITERIA</u>	<u>WEIGHT GIVEN</u>
A. Responsiveness of the written proposal to the purpose and scope of service, completeness and clarity of all required information and any supplemental information provided by the Proposer that will demonstrate the quality of services.	30 POINTS
B. Pricing.	30 POINTS
C. Ability, experience, financial resources, and history of successfully completing contracts of this type, meeting projected deadlines and experience in similar work, location, the character, integrity, reputation, judgment and efficiency of the Proposer.	30 POINTS
D. Proximity to SPMUD Corporation Yard	10 POINTS
TOTAL CRITERIA WEIGHT	100 POINTS

Each proposal will be independently evaluated on Criteria A through D.

VI. STANDARD TERMS AND CONDITIONS FOR PROPOSALS

1. **PROPOSAL GENERAL CONDITIONS:** All the terms and conditions of the proposal against which this purchase document is applied, are hereby incorporated.

2. **PREPARATION OF RESPONSE:**
 - a. All proposals must be addressed to:
Mr. Eric Nielsen
Superintendent-Field Services Department
South Placer Municipal Utility District
5807 Springview Drive
Rocklin, CA 95677
(916) 786-8555

 - b. All proposals must be in a sealed envelope and clearly marked in the lower left-hand corner: "Fleet Maintenance Services". The name and address of the proposing business must be shown on the face of the envelope.

 - c. All proposals must be received by 3:00 pm on Friday June 23, 2023. Proposals will not be accepted after this deadline. Three (3) copies of the proposal must be enclosed in the sealed envelope. No facsimile, electronic or telephone proposals will be accepted.

 - d. Proposals should be prepared simply and economically, providing a straightforward, concise description of provider capabilities to satisfy the requirements of the request. Special bindings, colored displays, promotional materials, etc. are not desired. Emphasis should be on completeness and clarity of content.

 - e. The District representative will notify proposers that have been preliminarily selected on the date submitted in the above time schedule.

- f. Proposers are required to use the forms in Section VII when putting together their proposals. These forms include information about the Proposer's company, qualifications, facility where work will be performed, references and subcontractors. A supplemental questionnaire (F) has also been included that addresses various aspects of providing service to District fleet units. Instructions on how to fill out the Cost Proposal Worksheets in Attachment E can also be found in Section VII (G). A "Non-Collusion Declaration" form (H) and a "RFP Authorization" form (I) can also be found in this section and are also required to be filled out.
 - g. The District reserves the right to perform unannounced site visits and interview staff and management prior to selection to determine, among other things if needed:
 - a. Customer service responsiveness;
 - b. Shop organization and operation efficiency; and
 - c. Response time.
 - h. After preliminary selection and prior to contract award, the District will meet with the Proposer to review procedures for invoicing, payment, reporting, if any, and monitoring contract performance.
3. **F.E.T. EXEMPTION:** SPMUD is exempted from payment of Federal Excise Tax. No federal tax shall be included in price.
 4. **BRAND NAMES:** Brand names and numbers, when used, are for reference to indicate the character or quality desired. Equal items will be considered, provided your offer clearly describes the article. Offers for equal items must state the brand and number, or level of quality. The determination of the SPMUD as to what items are equal is final and conclusive.

When brand, number, or level of quality is not stated by bidder, the offer will be considered exactly as specified.

5. **AMERICANS WITH DISABILITIES ACT:** As a condition of submitting a response to the South Placer Municipal Utility District (SPMUD), the bidder certifies that its business entity is in compliance with the "Americans with Disabilities Act" of 1990, as amended. Failure to certify prohibits the award of a Contract to the bidder.

6. **LIABILITIES:** The bidder shall hold SPMUD, its officers, agents, servants, and employees, harmless from liability of any nature or kind because of use of any copyrighted, or un-copyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this order, and agrees to defend, at its own expense, any and all actions brought against SPMUD or bidder because of the unauthorized use of such articles.
7. **HOLD HARMLESS:** The vendor shall hold SPMUD, its officers, agents, servants and employees harmless from liability of any nature or kind because of use of any copyrighted, or un-copyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this order, and agrees to defend, at his own expense, any and all actions brought against SPMUD or himself because of the unauthorized use of such articles.
8. **DEFAULT BY VENDOR:** In case of default by vendor, SPMUD may procure the services from other sources and may deduct from any monies due, or that may thereafter become due to the vendor, the difference between the price named in the contract or purchase order and actual cost thereof to SPMUD. Prices paid by SPMUD shall be considered the prevailing market price at the time such purchase is made. Periods of performance may be extended if the facts as to the cause of delay justify such extension in the opinion of the SPMUD.
9. **RIGHT TO AUDIT:** SPMUD reserves the right to verify, by examination of vendor's records, all invoiced amounts when firm prices are not set forth in the purchase agreement.
10. **ASSIGNMENT:** In submitting a response to a public purchasing body, the responder offers and agrees that if the response is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of part 2 of Division 7 of the Business and Professions Code), arising from the purchases of goods, materials, or services by the quote for sale to the purchasing body pursuant to the quote. Such assignment must be made and become effective at the time the purchasing body tenders final payment to the responder.

11. **APPLICABILITY TO HEIRS:** Time is of the essence of each and all the provisions of this agreement and, subject to the limitations of Paragraph 8, the provisions of this agreement shall extend to and be binding upon and inure to the benefits of the heirs, executors, administrators, successors, and assigns of the respective parties hereto.
12. **ALL UNDERSTANDINGS IN WRITING:** It is mutually understood and agreed that no alteration or variation of terms of this award shall be valid unless made in writing and signed by the parties hereto, and that no oral understandings or agreements not incorporated herein, and no alterations or variations of the terms hereof unless made in writing between the parties hereto shall be binding on any of the parties hereto.
13. **COMPENSATION/INVOICING:** Payment by the District for the services will only be made after the services have been performed and accepted by authorized District representatives. The District requires that all its vendors have a Department of Treasury Internal Revenue Service Form W-9 on file with the District to accommodate payment. Itemized billings shall be submitted upon completion containing information specified by the District as described in Section III (F) under Repair Order. Monthly statements shall be submitted by the 30th of each month with a listing of all Repair Order Numbers, cost, and date identified. Payment will be made thirty (30) days after receipt of monthly statement. Discount periods must be extended if the billing invoice is returned for credit or correction.

Upon submission of itemized invoices, in duplicate, payment shall be made of the prices stipulated herein for supplies delivered and accepted or services rendered and accepted, fewer deductions, if any, as herein provided. Payment on partial deliveries may be made whenever amounts due so warrant or when requested by the vendor and approved by the SPMUD Purchasing Officer.

14. **SPECIAL CONDITIONS:** SPMUD's standard terms and conditions shall govern any contract awarded. If, after award of contract, vendor provides additional terms or conditions, they shall be considered void. To the extent not otherwise stated in the contract, the California Commercial code shall apply.

15. INDEMNIFICATION: To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold harmless the South Placer Municipal Utility District and the County of Placer, their governing Boards, officers, directors, officials, employees, and authorized volunteers and agents, (collectively "Indemnified Parties") from and against any and all claims, demands, actions, losses, liabilities, damages, and all expenses and costs incidental thereto (collectively "Claims") including cost of defense, settlement, arbitration, and reasonable attorneys' fees, resulting from injuries to or death of persons, including but not limited to employees of either Party hereto, and damage to or destruction of property or loss of use thereof, including but not limited to the property of either Party hereto, arising out of, pertaining to, or resulting from the acts or omissions of the Contractor, its officers, employees, or agents, or the acts or omissions of anyone else directly or indirectly acting on behalf of the Contractor, or for which the Contractor is legally liable under law regardless of whether caused in part by an Indemnified Party. Contractor shall not be liable for any Claims to the extent caused by the active negligence of an Indemnified Party where such indemnification would be invalid under Section 2782 of the Civil Code.

This indemnity shall not be limited by the types and amounts of insurance or self-insurance maintained by the Contractor or the Contractor's Subcontractors.

Nothing in this Indemnity shall be construed to create any duty to, any standard of care with reference to, or any liability or obligation, contractual or otherwise, to any third party.

The provisions of this Indemnity shall survive the expiration or termination of the Agreement.

VII. PROPOSAL FORMS

Proposers are responsible for supplying the information requested on the following sheets. Attach additional sheets, if necessary, to provide required information.

Proposer should indicate what fleet groups they intend to bid on.

SUV's, Vans, Pickup Trucks (17 units)

Heavy Duty Trucks (4 units)

Trailers (3 units)

Portable Equipment (12 units)

Lift Station Generators (5 units)

Off-Road Equipment (4 units)

Contractor and their subcontractor(s) must have prior successful experience performing maintenance and repair services on SUV's, trucks and other equipment, and must be licensed to conduct business in the State of California. Contractor must possess all permits, licenses, certifications, approvals, equipment, materials, and staff necessary to perform and/or carry out the requirements of the contract.

A. Company Profile

1. SHOP PROFILE RESPONSIBILITY

SHOP NAME: WYJO SERVICES CORP.
NAME OF SHOP OWNER(S): COLE MILLS
SHOP ADDRESS: 201 CHAD CIR. APPLEDALE CA 95703
PHONE NUMBER: 530-613-0154
E-Mail: COLEMILLS1990@GMAIL.COM
FAX NUMBER: N/A
NUMBER OF YEARS IN BUSINESS: 1
NUMBER OF YEARS IN BUSINESS AT THIS LOCATION: 1
AUTOMOTIVE REPAIR DEALER LICENSE NO.: _____

2. PROXIMITY TO SPMUD HEADQUARTERS (MILES). 20

3. NAME OF SHOP MANAGER(S): COLE MILLS

4. ASSIGNED CONTACT/SERVICE REPRESENTATIVE:

Name: COLE MILLS
Title/Duties: CEO / MOBILE TECH
Qualifications: OVER 15 YRS EXPERIENCE / CDDET CERT.
Years with Proposer: 1
Phone Numbers: Work: 530-613-0154 Pager N/A
E-Mail: COLE MILLS1990@GMAIL.COM

1. Emergency Contact (365 days/year; 24 hours): 530-613-0154

2. Operating Hours – The Contractor shall be currently operating out of a commercial facility, which is open and accessible to District personnel, without prior notice during normal business hours. At a minimum, facilities shall be available for vehicle service between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday (excluding holidays).

State hours that the Contractor's facility is open for maintenance service.

Monday 7 am to 4 pm Thursday 7 am to 4 pm
Tuesday 7 am to 4 pm Friday 7 am to 4 pm
Wednesday 7 am to 4 pm Saturday E/O am to E/O pm
Sunday E/O am to E/O pm

SAT/SUN — EMERGENCY ONLY ON WEEKENDS
29/7

B. FACILITY DESCRIPTION

1. Indicate number of bays at your facility 0.

1. Indicate the number and type of vehicle lifts in the shop.

0

2. Describe the major diagnostic and service equipment currently used.

I AM A 100% MOBILE COMPANY
SPECIALIZING IN FLEET MAINTENANCE
AND REPAIR. I USE "DIESEL LAPTOPS"
FOR DIAG. SOFTWARE AND BIDIIRECTIONAL
COMMAND THROUGH, AS WELL AS
CUMMINS INSITE SOFTWARE. I CARRY
AT ALL TIMES, COMPUTER SOFTWARE,
WELDER, GENERATOR, AIR COMPRESSOR, AND
FLUIDS. AS WELL AS ALL TOOLS
REQUIRED FOR ON-CALL DUTY
VEHICLE REPAIRS.

C. STAFFING/EXPERIENCE

1. Indicate total number of technicians (mechanics) 1.
2. How many technicians (mechanics) possess ASE certifications 0.
3. Do you have a certified emissions specialist on staff? (Circle one) No
4. Do you have an electrical systems specialist on staff? (Circle one) No

5. Describe any experience that you have in servicing/maintaining sewer cleaning trucks and equipment.

AS A TECH WHO HAS OVER 10 YRS EXPERIENCE WITH MUNICIPALITIES. SUCH AS SAC SEWER, FAIR OAKS WATER, CITRUS HEIGHTS WATER, AND SOUTH PLACER M.C.D. THAT WORK HAS BEEN ON VAC. TRUCKS AND MAINTENANCE WITH ALL SUPPORTING EQUIPMENT.

6. The District requires the Contractor to coordinate warranty work. Please describe how you would perform that and which dealership/service departments you will use.

WYSD WILL COORDINATE WITH THE DIST. FOR ANY PREFERENCE, IF NONE WE WILL USE THE NEAREST DEALER WITH A QUICK TURNAROUND TIME. WYSD ALSO CAN FACILITATE TRANSPORTATION.

7. Can you perform emergency roadside service as required? (Circle one)

Yes No Please explain what type of equipment would be used in the event service is required.

WYSD USES ALL TYPE OF EQUIPMENT WITH ALL THE NECESSARY INCLUDING, WELDER GENERATOR, AIR COMPRESSOR, TOWS, AND PARTS STOCK.

D. REFERENCES AND QUALIFICATIONS

1. Describe your shop's experience providing vehicle maintenance services including the number of years in business, and type of services provided.

WYJO OPENED IN 2023 OWNED AND OPERATED BY A 15+ YEAR FLEET MAINTENANCE AND REPAIR VETERAN. PROVIDING REGULAR MAINTENANCE, PM WSP, AND SERVICE. ISSUES, HYDRAULICS, AIR SYSTEM, COOLING SYSTEMS, CARB COMPLIANCE, AND ENGINE REPAIR.

2. Please provide 3 commercial fleet maintenance client references within the last five years, their size of fleet by vehicle type, years of contract relation, type and frequency of the service provided. Please identify the contact person and phone number for each. Use additional sheets if necessary.

Company Name CITRUS HEIGHTS WATER DIST.
Company Address 6230 SYLVAN RD, CITRUS HEIGHTS, CA 95610
Company Phone 916-698-1234
Contact Person NICK SPIERS
Fleet Size/Type 210 / BACKHOES, 100 TRUCKS, 10000 TONS OF EQUIPMENT
Years of Contract 1
Frequency of Service BI WEEKLY

Company Name ROSEVILLE CITY SCHOOL DIST.
Company Address 1000 DARLING WAY, ROSEVILLE, CA 95678
Company Phone 916-257-8700
Contact Person SUSAN PINNACETT
Fleet Size/Type 8 / SCHOOL BUSES
Years of Contract 1
Frequency of Service WEEKLY

Company Name AMERICAN WHITE WATER EXPLORATIONS
Company Address 5981 NEW RIVER RD, COLUSA, CA 95613
Company Phone 530-642-0804
Contact Person ARNIE AWE
Fleet Size/Type 20 / FULL SIZE VANS, BUSES, TRAILERS, AND UTILITY VEHICLES.
Years of Contract 1
Frequency of Service BI WEEKLY

3. Approximately what percent of your shop work is currently derived from fleet business? 99%

4. Has your shop ever been a subject of Better Business Bureau action?
Yes No Describe:

5. Are you currently or have you ever previously provided repair services to other government entities? Yes No If yes, please list the entity names, contract persons and phone numbers:

1) CITRUS HEIGHTS WATER DIST.
CON. NICK SPIERS - 916-698-1234

2) ROSEVILLE CITY SCHOOL DIST.
CON. SUSAN PLUNKETT 916-257-8700

E. SUBCONTRACTORS

Contractor unable to perform all services listed herein may subcontract out those services outside of their expertise. However, the successful proposer responding to the solicitation shall be considered the prime contractor, and therefore responsible for all services rendered. Proposals must include names and addresses of all subcontractors to be used in conjunction with the contract. Indicate what work is proposed to be performed by subcontractor(s).

Indicate on the following list the name and location of all subcontractor(s).

SERVICE	Subcontractor	
	(Name/Location)	Primary Contact
	GTT TRUCK REPAIR	GEORGE BOWEN
ENGINE WORK	APPLEGATE CA	916-416-8746
--Minor Work		
--Major Rebuild/Repair	GTT TRUCK REPAIR	''
ELECTRICAL		
DRIVABILITY		
--Tune Up		
--Fuel System		
--Ignition System		
--Coolant System		
HEATING/AIR		
CONDITIONING		
TRANSMISSION		
CHASSIS		
--Steering		
--Suspension		
--Tires		
--Wheels		

	Subcontractor	
<u>SERVICE</u>	<u>(Name/Location)</u>	<u>Primary Contact</u>
BRAKES		
BODY REPAIR		
PAINTING		
OTHER		

F. SUPPLEMENTAL QUESTIONNAIRE

1. District drivers are usually in a hurry and need to return to work. Their expectation is to be acknowledged and served promptly, courteously and competently. How will you accommodate this?

TO SCHEDULE PREVENTATIVE WORK TO BE DONE DURING LUNCH BREAKS OR DURING TIME OFF.

2. What procedures are followed to ensure successful completion of service work prior to the vehicle being released to the customer?

AN INSPECTION IS TO BE COMPLETED AFTER ANY REPAIRS TO ENSURE COMPLETION. FOLLOWED BY A TEST DRIVE. AFTER COMPLETED UNIT CAN BE RELEASED TO CUSTOMER.

3. The District requires the Contractor to designate one person from the shop to work with District representatives and communicate vehicle repair status and scheduling on a routine basis. Please identify this position and the qualifications you will establish for this position.

COLE MILLS. CEO / OWNER OPERATOR
OVER 15 YEARS IN INDUSTRY AND IN
DIRECT CONTACT WITH CUSTOMERS.

4. The District expects 6-8 hours turnaround time for preventive and for routine repair services. Can you meet this standard and provide quality repair work?

Yes No

5. Please specify whether Original Equipment Manufacturer (OEM) or after-market parts will be used for repairs? If after-market parts will be used, please explain under what circumstance(s). Please be aware the District requires use of OEM parts for all services unless specified herein or otherwise approved by FR prior to repair for all services.

ALL PARTS WILL BE OEM OR EQUIVALENT.
ANY AFTER MARKET PARTS WILL BE FIRST COMMUNICATED WITH FR, USUALLY DUE TO AVAILABILITY OR WAIT TIMES.

6. List days and hours of shop operations and after-hour emergency services availability.

MONDAY - FRIDAY 7AM - 4PM
24/7 EMERGENCY SERVICE.

7. Describe the availability of secured parking for vehicles in for repairs.

ANY UNIT THAT MUST GO TO SHOP FOR MAJOR REPAIRS WILL BE SUB CONTRACTED TO GAT TRUCK REPAIR WHERE THE YARD IS FULLY FENCED AND ALARM SECURE.

8. Please indicate any "Prompt Payment Discount Terms".

N/A

G. COST PROPOSAL WORKSHEETS AND CONDITIONS

Proposer is required to complete the Cost Proposal Worksheets in Attachment E that apply to the units being proposed. The District is interested in obtaining the cost of scheduled preventive maintenance services for various classes of vehicles and equipment at different mileage/hour intervals. Proposers are encouraged to refer to each vehicle's/equipment PM Checklist/Guide (Attachment C) to determine the tasks associated with each inspection and PM service. The District is also interested in the Proposer's hourly labor rate for "repair" work if different from the preventive maintenance hourly labor rate.

Prices shall include all packing charges. Proposers who restrict offers to the basis of "Lots" or "All or None" must clearly indicate such restriction in writing in the Proposal.

The District is required to pay Placer County State Sales or Use Taxes for most goods and services. Taxes shall NOT be included in the bid prices. Applicable taxes will be added as a separate item.

Conditions:

1. Prices for the services listed in the worksheet must include all labor and material needed to complete the services specified.
2. Prices proposed in this section are firm fixed prices for the initial period of the contract (three years).
3. All repair parts are to be OEM or equivalent. Exceptions will be individually considered on a case- by-case basis. Price for each service shall include labor and all necessary fluids and free fluid top off between service intervals.
4. Reminder stickers are required with each service.
5. Provide break down of labor hours for each periodic maintenance item and indicate any exceptions, if applicable. Labor hours shall be repair time, not factory time.

6. Unless otherwise specified and/or agreed to, all services performed will be free from defects in material and workmanship and will be warranted for a minimum of 180 days or 5,000 miles/500 hours, or the length of time of any warranty given by the manufacturer or rebuilder/remanufacturer, whichever is greater, after acceptance.
7. The markup on parts should be indicated as a percentage (%).
8. Proposers should indicate the cost to pick up a unit from SPMUD's Corporation Yard and return it after servicing has been completed. This applies to scheduled and unscheduled work.

H. NON-COLLUSION DECLARATION

The undersigned declares:

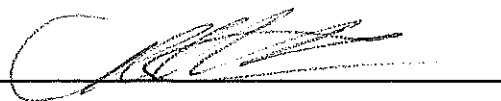
I am the CEO of WYJO SERVICES, the party making the foregoing proposal.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The proposal is genuine and not collusive or sham. The proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham proposal. 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 his or her 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 6-15-2023 [date], at ARRIENATE [city], CA [state]."

Signature _____



I. RFP AUTHORIZATION

FAILURE TO SIGN THIS SECTION MAY DISQUALIFY YOUR RESPONSE

The undersigned offers and agrees to furnish the articles and/or services listed in this document at the prices and terms stated, subject to the General Conditions of this Request for Proposal.

COMPANY WYJO SERVICES CORP.

ADDRESS 201 CHAD CIL

CITY APPLEGATE STATE CA ZIP CODE 95703

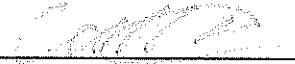
PHONE 530-613-0154

FAX _____

E-MAIL COLEMILLS1990@GIMMIL.COM

AUTHORIZED REPRESENTATIVE (Print) COLE MILLS

TITLE CEO

SIGNATURE  DATE 6-15-2023

Proposals signed by an agent are to be accompanied by evidence of their authority.

ATTACHMENT A
SPMUD FLEET INVENTORY

**ATTACHMENT A
SPMUD VEHICLE AND EQUIPMENT INVENTORY**

Unit #	Year	Description	Manufacturer	Model	Class	Fuel Type	PM Schedule
001-2017	2017	2017 Vactor 12 Yard	Freightliner	114 SD	Vactor Combination Cleaner	Diesel	Group B
002-2018	2018	2018 Vactor 5 Yd	Freightliner	114 SD	Vactor Combination Cleaner	Diesel	Group B
003-2019	2019	CCTV Van	Ford	Transit	Van	Diesel	Group A
004-2014	2014	Ford (CCTV)	Ford	F450	CCTV Van	Gasoline	Group A
005-2016	2016	Ford (Customer Service)	Ford	Ford Cargo 350	Cargo Van	Diesel	Group A
006-2022	2022	Ford Flatbed	Ford	F-250 4X4	Pickup 3/4 Ton	Diesel	Group A
007-2019	2019	Construction Truck	Ford	550 XL	Medium Duty	Diesel	Group B
008-2017	2017	Ford (Confined Space Entry)	Ford	250 Transit	Light Duty Van	Diesel	Group A
009-2017	2017	Dump Truck - Ford F750	Ford	F-750	5 YD Dump	Diesel	Group B
010-2000	2000	Case Super L (Backhoe)	Case	580 Super L	Series II Backhoe	Diesel	Group F
011-2014	2014	Case XNT (Skip Loader)	Case	XNT	Skip Loader	Diesel	Group F
012-2022	2022	CAT Forklift	Caterpillar	DP45N2	Forklift	Diesel	Group F
013-2004	2004	Kubota (Tractor)	Kubota	L3830 HST	Tractor	Diesel	Group F
014-2017	2017	Jet Rodder	Mongoose		Trailer	Diesel	Group D
015-2022	2022	GMC (Customer Service)	GMC	Savana	Cargo Van	Gasoline	Group A
020-2017	2017	Chevrolet	Chevrolet	1500 (4X4)	Light Duty	Gasoline	Group A
021-2008	2008	Chevrolet (Field Supervisor)	Chevrolet	1500 4X4	Light Duty	Gasoline	Group A
022-2012	2012	Ford (Ec Mech)	Ford	F250	Pickup 3/4 Ton	Gasoline	Group A
023-2022	2022	Ford (Lead Worker)	Ford	F-250	Pickup 3/4 Ton	Gasoline	Group A
024-2022	2022	Ford (Lead Worker)	Ford	F-250	Pickup 3/4 Ton	Gasoline	Group A
025-2017	2017	Ford General Purpose - Field	Ford	F-250 4x4	Medium Duty	Gasoline	Group A
030-2017	2017	Chevrolet (Inspector)	Chevrolet	1500 (4X4)	Light Duty	Gasoline	Group A
031-2017	2017	Chevrolet (Inspector)	Chevrolet	1500 4x4	Light Duty	Gasoline	Group A
032-2019	2019	Ford 4x4 Extended Cab (Inspector)	Ford	F-150	Light Duty	Gasoline	Group A
033-2011	2011	Chevrolet (Inspector)	Chevrolet	Silverado 1500 Ext. Cab	Light Duty Inspector Vehicle	Gasoline	Group A
039-2018	2018	Toyota RAV4 Hybrid		RAV4 Hybrid	Light Duty SUV	Hybrid	Group A
040-2016	2016	Thompson 6" By-Pass Pump	Thompson	6JSCE-DCUSF2.8 T-M	Portable Bypass Pump	Diesel	Group D
041-2021	2021	Godwin (Pump)	Godwin	HL80M	Portable Pump	Diesel	Group D
045-2017	2017	Caterpillar Gen Set	Caterpillar	XQ 125	Generator	Diesel	Group D
046-1999	1999	TIPCO (Generator)	Tipco	13KW	Generator	Diesel	Group D
047-1967	1967	Champion (Rodding Machine)	Champion	64C	Sewer Rodder	Gasoline	Group D
050-1997	1997	Sullivan (Air Compressor)	Sullivan	D100Q6	Air Compressor	Diesel	Group D
100-1990	1990	Trailmaster (Trailer)	Trailmaster	TD-20-FBR		Trailer	Group C
101-2005	2005	Zieman (Trailer)	Zieman	Model# 1165	Equipment Trailer	Trailer	Group C
103-2018	2018	103 - Pipe Trailer	Big Tex Trailer Mfgr, Inc	14PI	Transport Trailer	Trailer	Group C
46		MultiQuip Generator		GA-6HEA	Generator	Gasoline	Group D
50	2001	Whacker 3" Pump	Whacker	PT3A		Gasoline	Group D
51	2016	Honda 3000	Honda	EU3000ISIA	Generator	Gasoline	Group D
52	2016	Honda 7000	Honda	EU7000IS	Generator	Gasoline	Group D
55		Weed Sprayer	PBM Sprayers	SKD150D252		Gasoline	Group D
900-1987	1987	LS-05 Cameo Ct Generator			Fixed Generator	Diesel	Group E
901-2015	2015	LS-06 Monument Springs Generator		50RE2GB	Fixed Generator	Natural Gas	Group E
902-2006	2006	LS-10 Shady Canyon Generator		QT04554JNNNA	Fixed Generator	Propane	Group E
903-2011	2011	LS-11 Irish Lane Generator		13217650200	Fixed Generator	Diesel	Group E
904-2013	2013	LS-14 Sierra College Generator		100REOZIF	Fixed Generator	Diesel	Group E

ATTACHMENT B

PREVENTIVE MAINTENANCE SCHEDULES

Group A: SUV's, Vans, Trucks

Annual Inspection

- Road Test
- Check Fluids
- Inspect belts and hoses
- Inspect battery and battery cables
- Inspect Brakes
- Inspect all lights
- Inspect wiper blades

Annual or 6,000 mile Engine Service

- Change oil/air filters
- Grease chassis
- Replace cabin air filter
- Inspect, adjust pressures, and Rotate tires

Every 50,000 miles

- Check pH and freeze level on Coolant
- Transmission Service

Group B: Dump, Hydro Vac, and Construction Trucks

90-Day Inspections

- Refer to DOT 90-Day inspection form

Annual or miles/hours Engine Service

- Replace oil/air/fuel filters
- Replace cabin air filter
- Lube chassis

Every 50,000 miles

- Check pH and freeze level on Coolant
- Transmission Service

Group C: Trailers

90-Day Inspections

- Refer to DOT 90-Day inspection form

Annual Inspection on Non-Bit trailers

Group D: Portable Equipment

Annual Inspection

Annual Service

- Replace oil/air/fuel filters Check pH and freeze level on coolant
- Inspect for leaks
- Inspect and adjust pressure in tires
- Check lights

Group E: Lift Station Generators

Annual Inspection

Annual Service

- Replace oil/air/fuel filters Check pH and freeze level on coolant
- Inspect for leaks

Group F: Off-Road Equipment

Annual Inspection

Annual Service

- Replace oil/air/fuel filters
- Inspect coolant/hydraulic fluid
- Inspect machine
- Inspect and adjust pressure in Tires
- Check lights

ATTACHMENT C

PREVENTIVE MAINTENANCE

CHECKLISTS & GUIDES

SUV, Van, Pickup Truck

Preventative Maintenance Checklist

Unit # _____ License # _____

Date _____

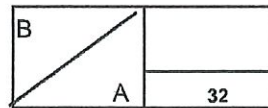
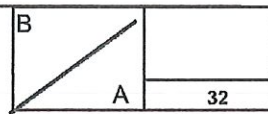
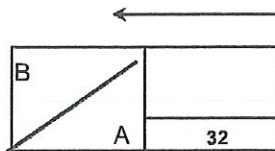
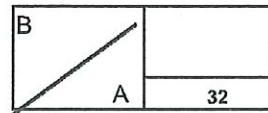
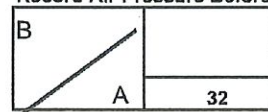
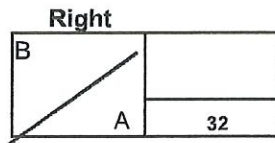
Current Mileage _____

= INSPECTED AND OK		= ADJUSTMENTS MADE		X = REPAIR REQUIRED		N/A = NOT APPLICABLE			
TEST DRIVE INSPECTION				CODE	TEST DRIVE INSPECTION				CODE
101	REVIEW UNIT'S HISTORY FILE								
102	Engine Performance, Power			108	Transmission Shift Controls				
103	Oil, Coolant, Warning Lights			109	Parking Brake & Service Brake Operation				
104	Starter, Operation, Engine Sounds			110	Steering Free Play _____, Operation				
105	All Instruments, Gauges, Interior Lights, Mirrors, Armrest			111	Lights, Dash Lights, Dome Lights				
106	Horns, Wipers, Washers, Visors, Turn Signals, Hazards								
107	Heater, Defrost, A/C Vents, Fan								
CAB AND CHASSIS				CODE	CAB AND CHASSIS				CODE
201	Doors, Latches, Seals, Seat Belts, Pedal Pads			206	Interior Walls, Track & Safety Exit				
202	Lights, Lenses, Reflectors, Turn Signals, Wiper Blades			207	Cargo Doors, Track, Seals & Steps				
203	Body, Glass, Mirror Brackets			208	Mudflaps, Bracket				
204	Grill, Hood, Hinges, Supports, Bumper			209	Paint, Logos, Decals				
205	Fuel Tank & Cap, Gasket			210	Record Paint or Body Damage				
TIRES AND WHEELS				CODE	TIRES AND WHEELS				CODE
301	Irregular Wear, Damage			303	Valve Stem, Caps, Studs, Fasteners & Rim Condition				
302	Record Air Pressure, Tread Depth, Matching			304	Wheel Bearing Play				

Record Tread Depth

Record Air Pressure Before/After

Front



Left

Replace Tire If The Tread Depth Is Below
4/32" at Any Point On The Tire

Rotate Tires Every 15,000 Miles
Replace Trans Fluid/Filter Every
30,000 Miles

UNDERCARRIAGE				CODE	UNDERCARRIAGE			
401	Check Engine for Signs of Fluid Leaks			409	Drive Shafts, U-Joints, Alignment, Phase			
402	Steering Tie Rods, Pins & Bushings			410	Differential Fluid Levels, Leaks, Seals, Vents			
403	Front Brake Lining Remaining _____ 32nd			411	Rear Brake Lining Remaining _____ 32nd			
404	Front Brake Calliper, Hoses, Lines			412	Rear Brake Drums, Cylinders, Wheel Seals			
405	Front Springs, Steering Components			413	Inspect Parking Brake Assembly			
406	Engine Mounts, Transmission Mounts			414	Rear Brake Hoses, Lines, Valves			
407	Transmission Fluid Level, Leaks			415	Inspect Rear Suspension, Hangers, Springs & U-Bolts			
408	Starter Mounting, Cables, Clamping			416	Lubricate Chassis			

= INSPECTED AND OK		= ADJUSTMENTS MADE		X = REPAIR REQUIRED		N/A = NOT APPLICABLE			
ENGINE				CODE	ENGINE				CODE
501	Coolant Reservoir, Cap, Level	Added		508	Coolant, Fuel, Oil Lines; Support, Leaks				
502	Antifreeze Protection Level	Degrees		509	Intake Piping, Exhaust Manifolds				
503	Radiator, Cap, Pressure Test, Hoses, Leaks			510	Intake & Exhaust System				
504	Fan Blade, Clutch, All Belts, Idlers, Tensions			511	Fuel Pump Linkage, Seals, Return Springs				
505	Alt, A/C, Mounting, Leaks			512	Inspect Air Filter Element (Gas Engine Only)				
506	Steering Fluid Linkage, Joints			513	Check If Fuel Filters Need Replacement				
507	Record Air Filter Restriction	"(15"Max)		514	Change Oil and Filters, Oil Added	Quarts			
ELECTRICAL				CODE	ELECTRICAL				CODE
601	Battery Hold Down, Cables, Terminals - Clean & Coat			604	Check Starter Draw, Record Reading				
602	Battery Fluid Level, Battery Tray Condition			605	Regulated Output: Amps	Volts			
603	Battery Load Test (Record Below)				Install Correct PM Due Sticker On Windshield				

3

COMPLETE ALL PAPER WORK

CCA _____	Battery #	1	2
	Volts		
	Amps		

Remove & Charge if less than specification.

Mechanic Signature _____

Dump Truck Preventative Maintenance Service

UNIT # _____

LICENSE # _____

DATE _____

CURRENT MILEAGE _____

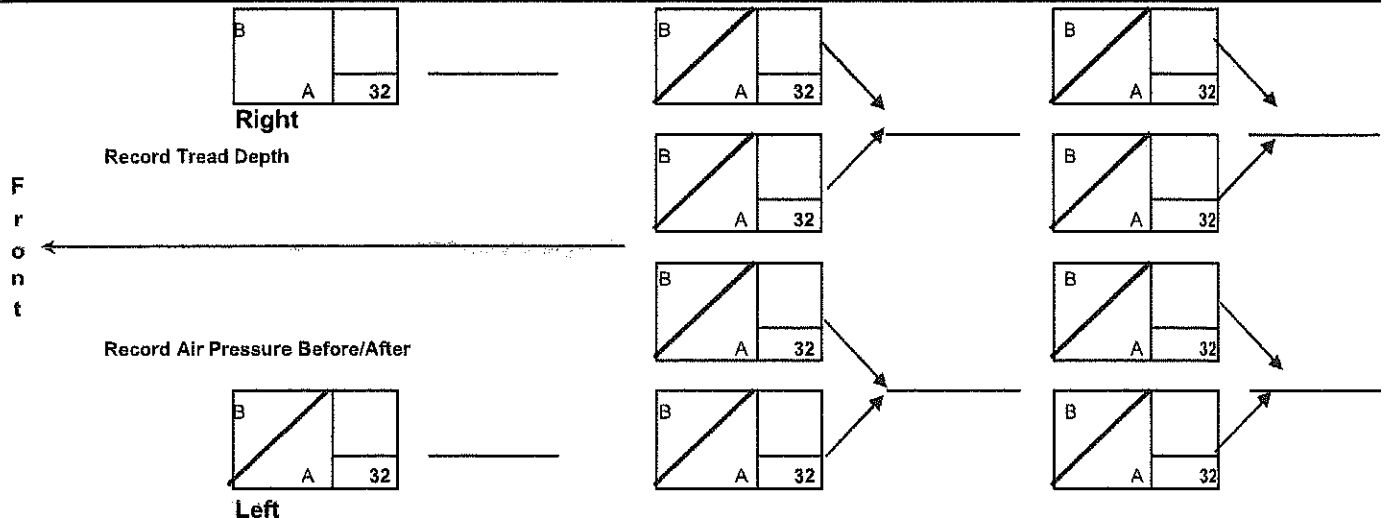
OIL CHANGE: YES ___ NO ___

TRANSMISSION FLUID/FILTER REPLACE: YES ___ NO ___

BIT INSPECTION PERFORMED: YES ___ NO ___

✓ = INSPECTED AND OK ⊗ = ADJUSTMENTS MADE X = REPAIR REQUIRED N/A = NOT APPLICABLE							
TEST DRIVE INSPECT			CODE	TEST DRIVE INSPECT			CODE
101	REVIEW UNITS HISTORY FILE			112	Air Brake Pressure Drop, Lbs./Min		
102	Steam Clean Engine, Frame & Radiator			113	Tractor Protection Valve PSI		
103	Oil, Coolant, Warning Lights			114	Oil Pressure: Idle Max		
104	Starter, Operation, Engine Sounds			115	R.P.M.: Idle High		
105	All Instruments, Gauges, Mirrors, Armrest			116	Steering Free Play, Operation		
106	Horns, Wipers, Washers, Visors, Turn Signals, Hazards			117	Cruise, Switches and Controls		
107	Heater, Defrost, A/C, Vents, Fan			118	Lights, Dash Lights, Dome Lights		
108	Transmission Shift Controls			119	Fire Extinguisher, Road Triangles Mounting, etc		
109	Parking Brake & Service Brake Operation			120	Clutch Brake, Clutch Operation, Free Travel "		
110	Air Dryer, Low Air Warning Light & Buzzer			121	State Inspection Sticker		
111	Air Governor Settings Out In			122	Check City Radio Operation & Mounting		
CAB AND CHASSIS			CODE	CAB AND CHASSIS			CODE
201	Doors, Latches, Seals, Seat Belts, Pedal Pads			211	Rear Cab Mounting		
202	Lights, Lenses, Reflectors, Turn Signals, Wiper Blades			212	Catwalk, Fuel Tank Steps		
203	Body, Glass, Mirror Brackets			213	Inspect Hyd. Reservoir Mounting, Fluid Level, Cap		
204	Grill, Hood, Hinges, Supports, Bumper			214	Inspect Hyd. Cylinder, Hoses, Valves & Fitting		
205	Paint, Logos, Decals			215	Inspect Stop Box Cable Condition & Operation		
206	Fuel Tank & Cap, Gasket, Chain			216	Mudflaps, Bracket, Tow hook, mounting		
207	Inspect State Inspection Sticker			217	Inspect Tarp Crank Assy., Cover, Bows & Cables		
208	Battery Box, Cover, Hold Downs			218	Tailgate, Hinges, Latch Assembly, Air Controls		
209	Air Tank Mounting, Drain Valves			219	Trailer Hoses, Glad Hand Seals, Light Cord & Holder		
210	Exhaust Pipe, Shield			220	Record Paint or Body Damage		
TIRES, HUBS & RIMS			CODE	TIRES, HUBS & RIMS			CODE
301	Hub Cap, Oil Condition, Vents, Levels			304	Record Air Pressure, Tread Depth, Matching		
302	Studs, Lugs, Fasteners			305	Irregular Wear, Damage		
303	Valve Stem, Caps, Rim Condition			306	King Pin Play " Wheel Bearing Play		

Slack Adjuster Push Rod Travel



Dump Truck
Preventive Maintenance Service

/ = INSPECTED AND OK		⊗ = ADJUSTMENTS MADE		X = REPAIR REQUIRED		N/A = NOT APPLICABLE		
UNDERCARRIAGE				CODE	UNDERCARRIAGE			
401	Check Engine for Signs of Fluid Leaks				413	Air Tank Mounting, Drain Valves		
402	Steering Tie Rods, Pins & Bushings				414	Drive Shafts, U-Joints, Alignment, Phase		
403	Front Brake Lining Remaining:	Inches			415	Differential Fluid Levels, Leaks, Seals, Vents		
404	Front Drum, Slack Adjuster, Wheel Seals				416	Rear Brake Lining Remaining: Inches		
405	Front Brake Hoses, Lines, Valves				417	Rear Brake Drums, Slack Adjuster, Wheel Seals		
406	Engine Mounts, Transmission Mounts				418	Rear Brake Hoses, Lines, Valves		
407	Starter, Mounting, Cables, Clamping				419	Rear Brake Chambers, Slack Adjuster, Travel, Operation		
408	Inspect ECM Mounting and Wiring				420	Inspect Suspension, Hangers, Springs, Bags & U-Bolts		
409	Transmission, Fluid Level, Leaks				421	Inspect Brakes Adjustment All Positions (Record Below)		
410	PTO Assy., Mounting, Control Valve & Hyd Hoses				422	Lubricate Chassis		
411	Hyd. Tank, Cylinder Mounting, Valves, Hoses & Fittings							
412	Air Dryer, Mounting, Condition, Operation							
ENGINE				CODE	ENGINE			
501	Coolant Reservoir, Cap, Level	Added			508	Coolant, Fuel, Oil Lines, Leaks		
502	Antifreeze Protection Level	Degrees	DCA		509	Air Cleaner, Intake Piping, Exhaust Manifolds		
503	Radiator, Cap, Pressure Test, Hoses				510	Intake & Exhaust System, Turbo Charger		
504	Fan Blade, Clutch, Shroud, All Belts, Idlers, Tensioners				511	Fuel Pump Linkage, Seals, Return Springs, ECM		
505	Alt, A/C, Mounting, Fittings & Wiring				512	Radiator, Mounting, Support Brackets		
506	Steering Linkage, Joints, Power Steering Reservoir				513	Change Fuel Filters		
507	Record Air Filter Restriction	"			514	Change Oil and Filters, Oil Added	Quarts	
ELECTRICAL				CODE	ELECTRICAL			
601	Battery Hold Down, Cables, Terminals - Clean & Coat				604	Check Starter Draw, Record Reading		
602	Battery Fluid Level, Battery Tray Condition				605	Cable Voltage Drop -	+	
603	Battery Load Test (Record Below)				606	Regulated Output: Amps	Volts	

C C A

Battery #	1	2	3	4
Volts				
Amps				

Remove & Charge if less than specification.

COMPLETE ALL PAPER WORK

Mechanic's Signature _____

Truck, Sewer
Preventative Maintenance Service

UNIT # _____

LICENSE # _____

DATE _____

CURRENT MILEAGE _____

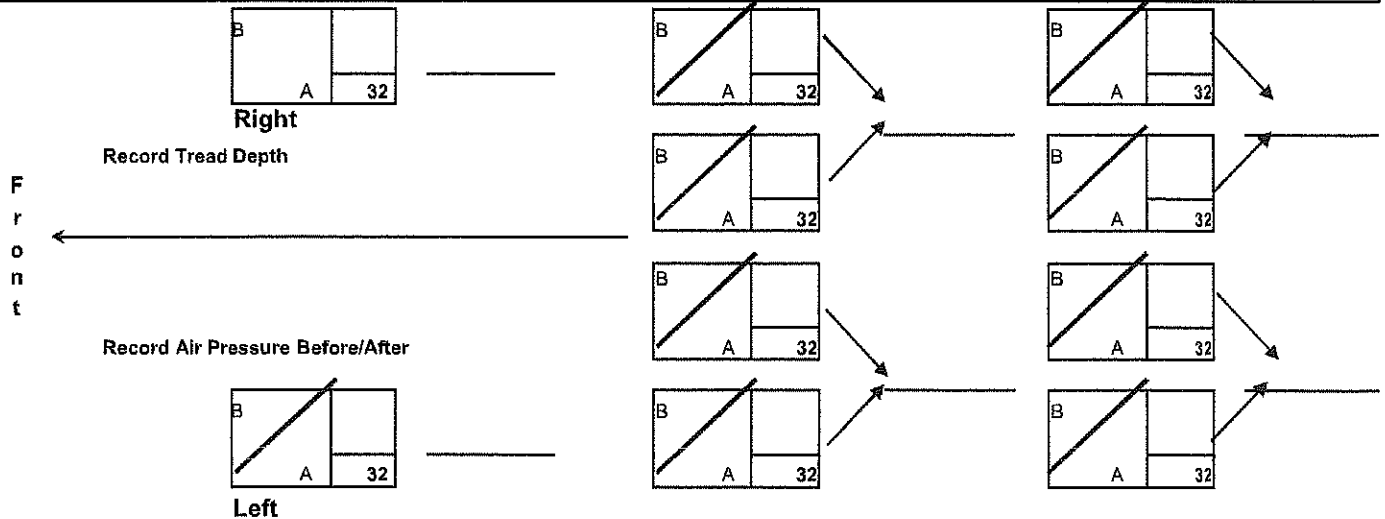
BIT INSPECTION PERFORMED: YES ___ NO ___

OIL CHANGE: Yes ___ No ___

TRANSMISSION FILTER REPLACE: Yes ___ No ___

/ = INSPECTED AND OK		⊗ = ADJUSTMENTS MADE		X = REPAIR REQUIRED		N/A = NOT APPLICABLE			
TEST DRIVE INSPECT				CODE	TEST DRIVE INSPECT				CODE
101	REVIEW UNITS HISTORY FILE				112	Air Brake Pressure Drop, Lbs./Min			
102	Steam Clean Engine, Frame & Radiator				113	Tractor Protection Valve _____ PSI			
103	Oil, Coolant, Warning Lights				114	Oil Pressure: Idle _____ Max _____			
104	Starter, Operation, Engine Sounds				115	R.P.M.: Idle _____ High _____			
105	All Instruments, Gauges, Mirrors, Armrest				116	Steering Free Play _____ Operation _____			
106	Horns, Wipers, Washers, Visors, Turn Signals, Hazards				117	Lights, Dash Lights, Dome Lights			
107	Heater, Defrost, A/C, Vents, Fan				118	Fire Extinguisher, Road Triangles Mounting, etc.			
108	Transmission Shift Controls				119	Clutch Brake, Clutch Operation, Free Travel _____ "			
109	Parking Brake & Service Brake Operation				120	Inspect State Inspection Sticker			
110	Air Dryer, Low Air Warning Light & Buzzer				121	Check City Radio Operation & Mounting			
111	Air Governor Settings Out _____ In _____								
CAB AND CHASSIS				CODE	CAB AND CHASSIS				CODE
201	Doors, Latches, Seals, Seat Belts, Pedal Pads				211	Catwalk, Fuel Tank Steps			
202	Lights, Lenses, Reflectors, Turn Signals, Wiper Blades				212	Inspect Controls, Gauges			
203	Body, Glass, Mirror Brackets				213	Inspect Hyd. Reservoir Mounting, Fluid Level, Cap			
204	Grill, Hood, Hinges, Supports, Bumper				214	Inspect Hyd. Cylinder, Hoses, Valves & Fitting			
205	Paint, Logos, Decals				215	Check Hydraulic Fluid Level			
206	Fuel Tank & Cap, Gasket, Chain				216	Inspect Water Tank Mounting			
207	Battery Box, Cover, Hold Downs				217	Inspect Stand Pipe, Hoses, Bracket, Mounting			
208	Air Tank Mounting, Drain Valves				218	Mud flaps, Bracket, Tow hook, Mounting			
209	Exhaust Pipe, Shield				219	Record Paint or Body Damage			
210	Rear Cab Mounting								
TIRES, HUBS & RIMS				CODE	TIRES, HUBS & RIMS				CODE
301	Hub Cap, Oil Condition, Vents, Levels				304	Record Air Pressure, Tread Depth, Matching			
302	Studs, Lugs, Fasteners				305	Irregular Wear, Damage			
303	Valve Stem, Caps, Rim Condition				306	King Pin Play _____ " Wheel Bearing Play _____ "			

Slack Adjuster Push Rod Travel



TRUCK, SEWER
Preventive Maintenance Service

=INSPECTED AND OK		=ADJUSTMENTS MADE	X =REPAIRS REQUIRED	N/A=NOT APPLICABLE	
UNDERCARRIAGE			CODE	UNDERCARRIAGE	
401	Check Engine for Signs of Fluid Leaks		417	Rear Brake Drums, Slack Adjuster, Wheel Seals	
402	Steering Tie Rods, Pins & Bushings		418	Rear Brake Hoses, Lines, Valves	
403	Front Brake Lining Remaining:	Inches	419	Rear Brake Chambers, Slack Adjuster, Travel, Operation	
404	Front Drum, Slack Adjuster, Wheel Seals		420	Inspect Suspension, Hangers, Springs & U-Bolts	
405	Front Brake Hoses, Lines, Valves		421	Inspect Brakes Adjustment All Positions (Record Above)	
406	Engine Mounts, Transmission Mounts		Vacuum		
407	Starter, Mounting, Cables, Clamping		422	Check Hydraulic Fluid Level	
408	Inspect ECM Mounting and Wiring		423	Inspect Blower Drive Belt/Chain adjustment	
409	Transmission, Fluid Level, Leaks		424	Inspect Rear Door Seal & Hinges	
410	PTO Assy., Mounting, Control Valve & Hyd. Hoses		425	Inspect Blower Inlet Filter Screen	
411	Hyd. Tank, Cylinder Mounting, Valves, Hoses & Fittings		426	Inspect Hydraulic Cylinders & Hoses	
412	Air Dryer, Mounting, Condition, Operation		427	Inspect Suction Hose	
413	Air Tank Mounting, Drain Valves		428	Inspect Hose Reel Drive Chain Tension	
414	Drive Shafts, U-Joints, Alignment, Phase		429	Inspect Hose Reel Assembly & Pressure Gauges	
415	Differential Fluid Levels, Leaks, Seals, Vents		430	Inspect Blower Drive Belt/Chain adjustment	
416	Rear Brake Lining Remaining:	Inches	431	Lubricate Chassis & Vacuum	
ENGINE			CODE	ENGINE	
501	Coolant Reservoir, Cap, Level	Added	508	Coolant, Fuel, Oil Lines; Support, Leaks	
502	Antifreeze Protection Level	Degrees DCA	509	Air Cleaner, Intake Piping, Exhaust Manifolds	
503	Radiator, Cap, Pressure Test, Hoses		510	Intake & Exhaust System, Turbo Charger	
504	Fan Blade, Clutch, Shroud, All Belts, Idlers, Tensioners		511	Fuel Pump Linkage, Seals, Return Springs, ECM	
505	Alt, A/C, Mounting, Fittings & Wiring		512	Radiator, Mounting, Support Brackets	
506	Steering Linkage, Joints		513	Change Fuel Filters	
507	Record Air Filter Restriction	"	514	Change Oil and Filters, Oil Added Quarts	
ELECTRICAL			CODE	ELECTRICAL	
601	Battery Hold Down, Cables, Terminals - Clean & Coat		604	Check Starter Draw, Record Reading	
602	Battery Fluid Level, Battery Tray Condition		605	Cable Voltage Drop - +	
603	Battery Load Test (Record Below)		606	Regulated Output: Amps Volts	

_____ C C A

Battery #	1	2	3	4
Volts				
Amps				

Remove & Charge if less than specification.

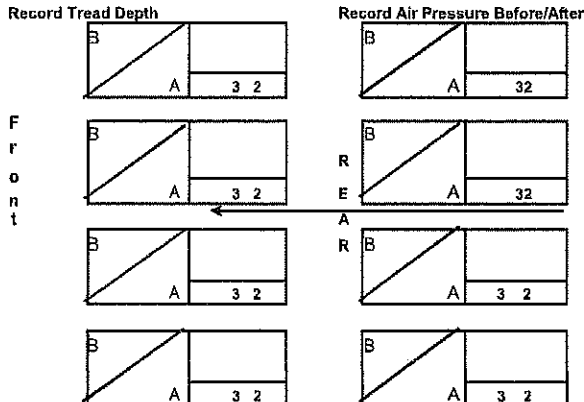
COMPLETE ALL PAPER WORK

Mechanic's Signature _____

Trailer
Preventive Maintenance Service

UNIT # _____
LICENSE # _____
DATE _____

✓ = INSPECTED AND OK ⊗ = ADJUSTMENTS MADE X = REPAIR REQUIRED N/A = NOT APPLICABLE			
DRIVE IN INSPECTION			
code	code		
101	REVIEW UNIT'S HISTORY FILE	106	Safety Chains
102	Hinges, Supports, Bumper	107	Doors, Latches
103	Mud flaps, Brackets	108	Record Paint or Body Damage
104	License Plate	109	Logos, Decals
105	State Inspection	110	Seals
		111	Axle Gasket
ELECTRICAL		Inside Trailer	
201	Trailer Plug	206	Interior Walls, Track & Safety Exit
202	Trailer Wires	207	Doors
203	Marker Lights, Clearance Lights		
204	Lenses, Reflectors		
205	Turn Signal, Stop Light, License Plate Light		
TIRES AND WHEELS		TIRES AND WHEELS	
301	Irregular Wear, Damage	303	Valve Stem, Caps, Studs, Fasteners & Rim Condition
302	Record Air Pressure, Tread Depth, Matching	304	Wheel Bearing Play



✓ = INSPECTED AND OK ⊗ = ADJUSTMENTS MADE X = REPAIR REQUIRED N/A = NOT APPLICABLE			
UNDERCARRIAGE			
code	code		
401	Hangers, Springs, & U-Bolts	403	Brake Operation
402	Lubricate Chassis	405	Hyd Brake Fluid Level
		406	Electric Brake Away Kit
		407	Front Brake Lining Remaining _____ 32nd
		408	Rear Brake Lining Remaining _____ 32nd
		409	Brake Hoses, Lines, & Brake Valves
		410	Brake Drum, Cylinders, Wheel Seals
		411	Air Components

COMPLETE ALL PAPER WORK

CCA _____

Battery #	1	2
Volts		
Amps		

Remove & Charge if less than specification.

Mechanic Signature _____

ENGINE MAINTENANCE SCHEDULE TIPCO GEN.

NO.	Description of check and maintenance	Daily	(operation hours)				
			50	250	500	750	1000
1.	Oil level and oil fouling	<input type="checkbox"/>					
2.	Oil leakage check	<input type="checkbox"/>					
3.	Oil pressure gauge registration	<input type="checkbox"/>					
4.	Oil pressure warning lamp	<input type="checkbox"/>					
5.	Engine oil replacement		(O)	○	○	○	○
6.	Oil filter element replacement		(O)		○		○
7.	Fuel leakage check	<input type="checkbox"/>					
8.	Draining water in fuel filter	<input type="checkbox"/>					
9.	Fuel filter element replacement				○		○
10.	Injection nozzle check (*)				○ *		○
11.	Coolant level and fouling check	<input type="checkbox"/>					
12.	Coolant leakage check	<input type="checkbox"/>					
13.	Radiator filler cap fitting condition	<input type="checkbox"/>					
14.	Fan belt tension check (Replace if necessary.)	<input type="checkbox"/>					
15.	Coolant temperature registration	<input type="checkbox"/>					
16.	Coolant replacement						
17.	Radiator external face cleaning						
18.	Cooling system circuit cleaning						○
19.	Radiator filler cap function check (*)						
20.	Electrolyte level check	<input type="checkbox"/>					
21.	Battery cleaning	<input type="checkbox"/>					
22.	Battery charge condition	Ammeter registration	<input type="checkbox"/>				
		Charge warning lamp	<input type="checkbox"/>				
23.	Electrolyte gravity check						
24.	Starter and generator check and cleaning (*)						○
25.	Wiring and connection check						
26.	Preheating condition check	<input type="checkbox"/>					
27.	Air cleaner element replacement						
28.	Engine starting conditions and noise conditions						
29.	Exhaust smoke condition						
30.	Cylinder compression pressure (*)						○
31.	Valve clearance check (*)						○

**Off Road Portable Pumps
Preventive Maintenance Guide**

Unit # _____ License # _____

Date _____

Current Hours _____

PM INSPECTION-EVERY 6 MONTHS

Maintenance Description

- 1 Check engine fluid levels (see engine manufacturer maintenance schedule for additional requirements)
- 2 Check hydraulic tank fluid levels
- 3 Check flush box fluid levels
- 4 Check condition of hydraulic oil for water or other contamination
- 5 Drain water from tank
- 6 Check hydraulic filter indicator condition
- 7 Lubricate lubrication points, during and after pumping
- 8 Inspect unit for fluid leaks, loose hoses, loose nuts, bolts, fasteners etc.
- 9 Trailer Towing Safety Inspection
 - a) brakes functional
 - b) air pressure in tires is adequate and tire condition
 - c) all "lug nuts" are secure and in place
 - d) tow hitch is secure and in good condition
 - e) tail and brake lights operate

**Mechanic's
Signature**

Off Road Portable Pumps
Preventive Maintenance Guide

Unit # _____ License # _____

Date _____

Current Hours _____

PM A SERVICE-EVERY 50 HOURS (Includes all items on PM Inspection)

Maintenance Description

- 1 Change engine oil and filters (see engine manufacturer maintenance schedule for additional requirements)
- 2 Change hydraulic oil filters

**Mechanic's
Signature**

Off Road Portable Pumps
Preventive Maintenance Guide

Unit # _____ License # _____
Date _____
Current Hours _____

PM B SERVICE-EVERY 100 HOURS (Includes all items on PM A Service)

Maintenance Description

- 1 Clean hydraulic tank breather
- 2 Inspect all structural components (check frame, hopper, axle, hood, towing hook, and other structural members for any damage)
- 3 Adjust "S-Tube Nut" or "Castle Nut" (refer to "S-Tube Adjustment" in Maintenance Section)
- 4 Change flush box oil and examine for excessive amounts of contamination (excessive contamination might indicate need to change the Piston Cups)
- 5 Check coolers and radiators for dirt or debris. Clean as necessary
- 6 Check condition of engine drive belts. Change if necessary (see engine manufacturer maintenance schedule for additional requirements)

**Mechanic's
Signature** _____

Off Road Portable Pumps

Preventive Maintenance Guide

Unit # _____ License # _____

Date _____

Current Hours _____

PM C SERVICE-EVERY 250 HOURS

Maintenance Description

- 1 Change hydraulic filters (or change more frequently as indicated by indicator gauge on filter)
- 2 Check that S-Tube, wear parts and seals in hopper are secure and adjusted well, rotate wear ring and replace seal if necessary
- 3 Check swing cylinder components: cylinders, bell crank, pins, bushings, bearings and grease fittings are secure, tight, and not worn excessively
- 4 Check piston cup wear (as indicated by analysis of contaminants found in flush box oil)
- 5 Check that all electrical wires, cables, terminals, plugs are in good condition
- 6 Change engine oil and filters (see engine manufacturer guide for all engine requirements)
- 7 Check condition of fuel hoses, fittings, and clamps
- 8 Inspect all safety decals to ensure that they are completely visible and legible
- 9 Perform complete inspection of the controls
- 10 All toggles in good condition, stay in position or momentarily return to center
- 11 Control identification in good condition, legible
- 12 Gauges in good condition
- 13 Remote controls, control console in good condition
- 14 Switch in good condition
- 15 Cord in good condition, no cuts, securely mounted to box
- 16 Trailer frame integrity, visually check welds, cracks
- 17 Torsion axle secure
- 18 Wheels and tires, lug nuts tight, tire inflation
- 19 Electric brakes, breakaway switch connected
- 20 Front jack stand handle turns easily, smoothly
- 21 Manual jacks slide freely, lock pins in place
- 22 Lighting good condition operational

**Mechanic's
Signature**

Off Road Portable Pumps
Preventive Maintenance Guide

Unit # _____ License # _____
Date _____
Current Hours _____

PM D SERVICE-EVERY 500 HOURS

Maintenance Description

- 1 Inspect hydraulic hoses and fittings for any signs of external wear or damage
- 2 Inspect all wear parts and change as necessary (excessive wear may cause inefficient performance and/or shutdown of operation)
- 3 Change hydraulic fluid, clean the reservoir and the suction strainers within reservoir, and replace all hydraulic oil filters
- 4 Complete inspection of the engine (refer to engine manufacturer maintenance schedule for details)
- 5 Inspect mountings, bolts, brackets
- 6 Oil level proper, coolant level proper, check for leaks
- 7 Fuel system, tank mounting, filter condition, check for leaks, damaged lines
- 8 Battery hold down, condition, tightness of cables
- 9 Key switch, indicator lights operable
- 10 Throttle control functional
- 11 Air cleaner and muffler securely mounted
- 12 Pump cell check for structural damage, cracked welds
- 13 Hydraulic drive cylinders in good condition, secure, check for leaks
- 14 Material cylinders secure, tie rods tight
- 15 Water box structurally sound, clean, cover in place
- 16 S-Tube shift mechanism structurally sound, all pins and retainers in place
- 17 Hydraulic shift cylinders in good condition
- 18 Bearing housing, seals etc. in good condition
- 19 Hydraulic hoses secure no leaks
- 20 Hopper check for structural damage, cracked welds
- 21 S-Tube secure, in good condition
- 22 Check condition of wear plate, wear ring, seals
- 23 Check connection of S-Tube to outlet, seals, bearing
- 24 Hopper drain is functional

**Mechanic's
Signature** _____

MONGOOSE JET RODDER

102224187

Maintenance Interval Schedule

SMCS Code: 1000; 7500

Ensure that the Safety Information, Warnings, and Instructions are read and understood before operation or maintenance procedures are performed.

Note: The frequency that the engine oil is changed will be affected if the load factor for the engine is greater than 40 percent. Consult your Caterpillar dealer if assistance is required to calculate the load factor for your engine.

Before each consecutive interval is performed, all of the maintenance requirements from the previous interval must also be performed.

The normal oil change interval is every 500 service hours or 12 months. Be sure to conduct controlled oil sampling at every 250 service hours or 6 months. The oil change interval may need to be reduced for some applications based on the controlled oil sampling results. Verify the proper oil change interval for the engine after satisfactory completion of the controlled oil sampling.

When Required

Battery - Replace	49
Battery or Battery Cable - Disconnect	50
Engine - Clean	58
Engine Air Cleaner Element (Dual Element) - Clean/Replace	58
Engine Air Cleaner Element (Single Element) - Inspect/Replace	61
Fuel System - Prime	68
Severe Service Application - Check	77

Daily

Cooling System Coolant Level - Check	54
Driven Equipment - Check	57
Engine Air Cleaner Service Indicator - Inspect	62
Engine Air Precleaner - Check/Clean	63
Engine Oil Level - Check	64
Fuel System Primary Filter/Water Separator - Drain	70
Walk-Around Inspection	79

Every 50 Service Hours or Weekly

Fuel Tank Water and Sediment - Drain	73
--------------------------------------------	----

Every 250 Service Hours

Cooling System Coolant Sample (Level 1) - Obtain	55
--------------------------------------------------------	----

Every 250 Service Hours or 6 Months

Alternator and Fan Belts - Inspect/Adjust	48
Engine Oil Sample - Obtain	64

Initial 500 Hours (for New Systems, Refilled Systems, and Converted Systems)

Cooling System Coolant Sample (Level 2) - Obtain	55
--------------------------------------------------------	----

Every 500 Service Hours

Fuel System Secondary Filter - Replace	70
----------------------------------------------	----

Every 500 Service Hours or 1 Year

Battery Electrolyte Level - Check	50
Cooling System Supplemental Coolant Additive (SCA) - Test/Add	56
Engine Air Cleaner Element (Single Element) - Replace	61
Engine Oil and Filter - Change	65
Engine Protective Devices - Check	66
Hoses and Clamps - Inspect/Replace	73
Radiator - Clean	77

Every 1000 Service Hours

Alternator and Fan Belts - Replace	49
Engine Valve Lash - Inspect/Adjust	67
Turbocharger - Inspect	78

Every 2000 Service Hours

Alternator - Inspect	48
Engine Crankcase Breather - Replace	63
Engine Mounts - Inspect	64
Starting Motor - Inspect	78

Every Year

Cooling System Coolant Sample (Level 2) - Obtain	55
--------------------------------------------------------	----

Every 3000 Service Hours

Fuel Injection Nozzles - Test/Exchange	67
Water Pump - Inspect	80

Every 3000 Service Hours or 2 Years

Cooling System Coolant (DEAC) - Change	50
Cooling System Water Temperature Regulator - Replace	57

Every 6000 Service Hours or 3 Years

Cooling System Coolant Extender (ELC) - Add	54
---------------------------------------------------	----

Every 12 000 Service Hours or 6 Years

Cooling System Coolant (ELC) - Change	52
---------------------------------------------	----

MAINTENANCE

KUBOTA BACKHOE L3830

SERVICE INTERVALS

No.	Items		Indication on hour meter								Since then	Ref. page					
			50	100	150	200	250	300	350	400				450			
1	Engine oil	Change	⊗	○		○		○		○		○		○	every 100 Hr	76	
2	Engine oil filter	Replace	⊗			○						○			every 200 Hr	81	
3	Hydraulic oil filter	Replace	⊗			○						○			every 200 Hr	81	
4	Transmission oil filter[HST]	Replace	⊗			○						○			every 200 Hr	81	
5	Transmission fluid	Change	⊗									○			every 400 Hr	85	
6	Front axle case oil	Change	⊗									○			every 400 Hr	86	
7	Front axle pivot	Adjust													every 600 Hr	86	
8	Greasing	-	○	○	○	○	○	○	○	○	○	○	○	○	every 50 Hr	73	
9	Engine start system	Check	○	○	○	○	○	○	○	○	○	○	○	○	every 50 Hr	74	
10	Wheel bolt torque	Check	○	○	○	○	○	○	○	○	○	○	○	○	every 50 Hr	76	
11	Battery condition	Check		○		○		○		○		○		○	every 100 Hr	79	*5
12	Air cleaner element (Double type)	Primary element	Clean		○		○		○		○		○		every 100 Hr	77	*1
		Replace													every 1 year	86	*2
		Secondary element	Replace													every 1 year	86
13	Fuel filter element	Clean		○		○		○		○		○		○	every 100 Hr	77	
		Replace											○		every 400 Hr	85	⊗
14	Fan belt	Adjust		○		○		○		○		○		○	every 100 Hr	78	
15	Clutch	Adjust		○		○		○		○		○		○	every 100 Hr	79	
16	Brake	Adjust	⊗	○		○		○		○		○		○	every 100 Hr	79	
17	Radiator hose and clamp	Check				○						○			every 200 Hr	83	
		Replace													every 2 year	86	
18	Power steering oil line	Check				○						○			every 200 Hr	83	
		Replace													every 2 year	86	
19	Fuel line	Check		○		○		○		○		○		○	every 100 Hr	78	⊗
		Replace													every 2 year	86	*3
20	HST oil line (HST)	Check				○						○			every 200 Hr	83	
		Replace													every 2 year	86	
21	Toe-in	Adjust				○						○		every 200 Hr	84		
22	Intake air line	Check				○						○			every 200 Hr	84	⊗
		Replace													every 2 year	86	*3
23	Greasing(2WD front wheel hub)	-												○	every 400 Hr	86	
24	Engine valve clearance	Adjust													every 800 Hr	86	*4
25	Fuel injection nozzle injection pressure	Check													every 1500 Hr	86	*4
26	Injection pump	Check													every 3000 Hr	86	*4
27	Cooling system	Flush													every 2 year	87	
28	Coolant	Change													every 2 year	87	
29	Fuel system	Check														89	
30	Clutch housing - oil	Check														89	
31	Fuse	Replace														89	
32	Light bulb	Replace														90	

KUBOTA BACKHOE L3830

No.	Items		Indication on hour meter									Since then	Ref. page		
			500	550	600	650	700	750	800	850	900				
1	Engine oil	Change	○		○		○		○		○	every 100 Hr	76		
2	Engine oil filter	Replace			○				○			every 200 Hr	81		
3	Hydraulic oil filter	Replace			○				○			every 200 Hr	81		
4	Transmission oil filter[HST]	Replace			○				○			every 200 Hr	81		
5	Transmission fluid	Change							○			every 400 Hr	85		
6	Front axle case oil	Change							○			every 400 Hr	86		
7	Front axle pivot	Adjust			○							every 600 Hr	86		
8	Greasing	-	○	○	○	○	○	○	○	○	○	every 50 Hr	73		
9	Engine start system	Check	○	○	○	○	○	○	○	○	○	every 50 Hr	74		
10	Wheel bolt torque	Check	○	○	○	○	○	○	○	○	○	every 50 Hr	76		
11	Battery condition	Check	○		○		○		○		○	every 100 Hr	79	*5	
12	Air cleaner element [Double type]	Primary element	Clean	○		○		○		○		every 100 Hr	77	*1	Ⓢ
		Replace										every 1 year	86	*2	
		Secondary element	Replace										every 1 year	86	
13	Fuel filter element	Clean	○		○		○		○		○	every 100 Hr	77		Ⓢ
		Replace							○			every 400 Hr	85		
14	Fan belt	Adjust	○		○		○		○		○	every 100 Hr	78		
15	Clutch	Adjust	○		○		○		○		○	every 100 Hr	79		
16	Brake	Adjust	○		○		○		○		○	every 100 Hr	79		
17	Radiator hose and clamp	Check			○				○			every 200 Hr	83		
		Replace										every 2 year	88		
18	Power steering oil line	Check			○				○			every 200 Hr	83		
		Replace										every 2 year	88		
19	Fuel line	Check	○		○		○		○		○	every 100 Hr	78		Ⓢ
		Replace										every 2 year	86	*3	
20	HST oil line [HST]	Check			○				○			every 200 Hr	83		
		Replace										every 2 year	88		
21	Toe-in	Adjust			○				○			every 200 Hr	84		
22	Intake air line	Check			○				○			every 200 Hr	84		Ⓢ
		Replace										every 2 year	88	*3	
23	Greasing(2WD front wheel hub)	-							○			every 400 Hr	86		
24	Engine valve clearance	Adjust							○			every 800 Hr	86	*4	
25	Fuel injection nozzle Injection pressure	Check										every 1500 Hr	86	*4	Ⓢ
26	Injection pump	Check										every 3000 Hr	86	*4	Ⓢ
27	Cooling system	Flush										every 2 year	87		
28	Coolant	Change										every 2 year	87		
29	Fuel system	Bleed											89		
30	Clutch housing water	Drain										Service as required	89		
31	Fuse	Replace											89		
32	Light bulb	Replace											90		

IMPORTANT :

○ The jobs indicated by Ⓢ must be done after the first 50 hours of operation.

*1 Air cleaner should be cleaned more often in dusty conditions than in normal conditions.

*2 Every year or every 6 times of cleaning.

*3 Replace only if necessary.

*4 Consult your local KUBOTA Dealer for this service.

*5 When the battery is used for less than 100 hours per year, check the battery condition by reading the indicator annually.

CASE 580 SUPER L LUBRICATION/MAINTENANCE CHARTS

LUBRICATION/MAINTENANCE CHART

PAGE NO.	SERVICE POINTS	NO. OF POINTS	FREQUENCY IN HOURS					
			CLEAN	CHANGE	CHECK	GREASE	DRAIN	REPLACE
155	Air Filter Pre-Cleaner	1	AR					
156	Air Filter (See Note 1)	1			AR			
166	Hydraulic Filter (See Note 2)	1			AR			
152	Engine Oil Level (See Note 3)	1			10			
138	Loader Pivot Points	18- 580 20 590				10		
140	Backhoe Pivot Points	27				10		
144	Front Axle Pivot Points 2 Wheel Drive	9				10		
139	Hydraulic Coupler Lock Pins	2				50		
139	4 in 1 Bucket Pivot Points	6				50		
163	Fuel Filter (Drain Water)	1					50	
160	Coolant Reservoir Fluid Level	1			50			
165	Hydraulic Reservoir Fluid Level	1			50			
146	4 Wheel Drive Shaft	3				50		
147	Rear Axle Drive Shaft	3				50		
145	Front Axle Rear Pivot Pin (2WD)	1				50		
145	Front Axle Pivot Points 4 Wheel Drive	6				50		
143	Extendahoe Dipper Slides	2				50		
143	Extendahoe Foot Pedal	2				100		
143	Backhoe Swing Pedal Pivots	2				100		
180	Spark Arresting Muffler (If Equipped)	1	100					
148	Seat Slides and Post (Suspension Seat) DO NOT Lube Air Suspension Seat	1				250		
190	Battery (ies)	1	250					
182	A/C Drive Belt Tension (If Equipped)	1			250			
153	Engine Oil	1		250				
158	Engine Oil Filter	1						250
173	Front Axle Oil Level (4WD)	3			250			
174	Front Axle Breather (4WD)	1	250					
171	Rear Axle Oil Level	3			250			
172	Rear Axle Breather	1	250					
160	Radiator Coolant Level				250			
163	Fuel Tank (Drain Water and Sediment)						250	

AR = As Required

LUBRICATION/MAINTENANCE CHART

PAGE NO.	SERVICE POINTS	NO. OF POINTS	FREQUENCY IN HOURS					
			CLEAN	CHANGE	CHECK	GREASE	DRAIN	REPLACE
168	Transmission Oil Level	1			250			
126	Tire Pressure and Condition	4			250			
183	ROPS Cab or, ROPS Canopy				500			
163	Fuel Filters (InLine and Main Filter)	2						500
SM	Front Axle Bearings (2 Wheel Drive)					500		
SM	Front Axle Seals (2 Wheel Drive)							500
166	Hydraulic Filter (See Note 4)	1						1000
167	Hydraulic Fluid (See Note 4)	1		1000				
190	Battery Fluid Level				1000			
175	Cab Air Filters (If Equipped)	2	1000		1000			
172	Rear Axle Oil	3		1000				
169	Transmission Fluid and Filter			1000				1000
174	Front Axle Oil (4 Wheel Drive)			1000				
SM	Engine Valve Clearances				1000			
156	Air Filter Elements							1000
161	Engine Coolant (See Note 7)			2000				

NOTE 1: Service the air filter elements if the air filter warning lamp illuminates.

NOTE 2: Replace the hydraulic filter if the hydraulic filter warning lamp illuminates.

NOTE 3: Every 10 hours of operation or once each day, whichever comes first.

NOTE 4: Every 1000 hours of operation or one time each year, whichever comes first.

NOTE 5: Lubricate the suspension seat post with light oil (if equipped).

NOTE 6: Every 500 hours of operation or one time each six months, whichever comes first.

NOTE 7: Every 2000 hours of operation or one time every two years, whichever comes first.

MAINTENANCE CHART CASE 570/XT

Maintenance Chart

Interval	Page no.	Maintenance action	Replace No. of pts.	Check	Cleaning	Tighten	Grease	Lubricate	Change fluid	Filling	Charging	Bleed
At warning message display	7-26	Engine air filters										
	7-28	Hydraulic filter(s)										
	7-29	Fuel system water separator										
	7-31	Diesel Particulate Filter (DPF) regeneration - automatic										
	7-32	Diesel Particulate Filter (DPF) regeneration - forced										
Initial 10 hours	7-35	Air conditioning belt										
	7-36	Wheel nut and bolt torque										
Every 10 hours or daily	7-37	Engine oil level										
	7-38	Grease fittings										
Initial 20 hours	7-41	Transmission oil level										
	7-43	Front axle fluid level										
	7-44	Rear axle fluid level										
Every 50 hours	7-45	Fuel system water separator										
	7-47	Coolant reservoir (deaeration reservoir) fluid level										
	7-48	Hydraulic reservoir fluid level										
	7-49	Front axle grease fittings										
	7-50	Loader hydraulic coupler lock pins										
Initial 100 hours	7-50	4 in 1 bucket pivots and grease fittings										
	7-52	Hydraulic filter										
	7-54	Transmission filter										
	7-56	Fuel filters										
	7-58	Service brakes										
Every 250 hours	7-59	Parking brake										
	7-60	Battery										
	7-35	Air conditioning belt										
	7-62	Front axle fluid level										
	7-63	Front axle breather										
	7-63	Front axle drive shaft										
	7-64	Rear axle fluid level										
	7-64	Rear axle breather										
	7-64	Rear axle drive shaft										
	7-65	Fuel tank										
	7-66	Transmission fluid level										
7-67	Air conditioning compressor seals											

Interval	Page no.	Maintenance action.	No. of pts.	Replace	Check	Cleaning	Tighten	Grease	Lubricate	Change fluid	Filling	Charging	Bleed
Every 500 hours	7-68	ROPS cab and seat mount											
	7-69	Operator's seat											
	7-70	Fuel filters											
	7-72	Engine oil and filter											
	7-74	Battery fluid level											
Every 1000 hours	7-75	Hydraulic fluid and filter(s)											
	7-77	Hydraulic reservoir breather											
	7-78	Cab intake filter											
	7-79	Front axle fluid											
	7-81	Rear axle fluid											
	7-82	Transmission fluid and filter											
	7-84	Engine air filters											
	7-86	Parking brake											
Every 2000 hours	7-87	Cooling system											
Every 3000 hours	7-90	Diesel particulate filter (DPF)											
Every 4000 hours	7-80	Engine Crankcase Ventilation (CCV) Filter											
As required	7-91	Windshield washer fluid level											
	7-92	Bleed air from the fuel system											
	7-94	Hydraulic pump											
	7-95	Tire pressure											
	7-96	Operator's seat											
	7-98	Grille screen and radiator area											
As required	7-99	Fan belt											
	7-101	Accumulator											
As required	7-102	Disable parking brake											

ATTACHMENT D
BIT INSPECTION FORMS

ATTACHMENT E
COST PROPOSAL WORKSHEETS

SPMUD COST PROPOSAL WORKSHEET SUV's, VANS, PICKUP TRUCKS

Scheduled Preventive Maintenance	SUV's, Vans, Pickup Trucks	
	Labor Hours	Total Cost
Annual Inspection	1	\$ 125.00
Annual PM Service	1	\$ 125.00
PM Service every 50,000 miles	1	\$ 125.00
Preventive Maintenance Hourly Labor Rate	1	\$ 125.00
Repair Work Hourly Labor Rate	1	\$ 125.00
Pick Up and Delivery of Unit for Servicing		\$ 100.00

WHEN PERFORMED TOGETHER SAVE 5ND 62.50 TOTAL WOULD = 187.50

Percent Markup on Parts	0 %
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SPMUD COST PROPOSAL WORKSHEET GROUP B - HEAVY DUTY TRUCKS

Scheduled Preventive Maintenance	Heavy Duty Diesel Dump Truck		Heavy Duty Sewer Cleaning Trucks	
	Labor Hours	Total Cost	Labor Hours	Total Cost
BIT INSPECTION-Every 90 Days	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Annual PM Service	1.5	\$ 187.50	2	\$ 250 ⁰⁰
PM Service every 50,000 miles	1.5	\$ 187.50	2	\$ 250 ⁰⁰
Preventive Maintenance Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Repair Work Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Pick Up and Delivery of Unit for Servicing		\$ 150		\$ 150

Percent Markup on Parts	0 %
--------------------------------	-----

WHEN PERFORMED
TOGETHER SAVE .5HR
-62.50 TOTAL WOULD
BE 62.50 FOR JUMP
ON BOTH DUMP AND VAC

SPMUD COST PROPOSAL WORKSHEET GROUP C - TRAILERS

Scheduled Preventive Maintenance	Trailers	
	Labor Hours	Total Cost
BIT Inspection*	1	\$ 125 ⁰⁰
Annual Inspection	1	\$ 125 ⁰⁰
Preventive Maintenance Hourly Labor Rate	1	\$ 125 ⁰⁰
Repair Work Hourly Labor Rate	1	\$ 125 ⁰⁰
Pick Up and Delivery of Unit for Servicing		\$ 100

Percent Markup on Parts	0 %
--------------------------------	-----

SPMUD COST PROPOSAL WORKSHEET GROUP D - PORTABLE EQUIPMENT

Scheduled Preventive Maintenance	Jet Rodder		Generator		Compressor		Pump	
	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost
Annual Inspection	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Annual PM Service	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Preventive Maintenance Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Repair Work Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Pick Up and Delivery of Unit for Servicing		\$ 100 ⁰⁰		\$ 100 ⁰⁰		\$ 100 ⁰⁰		\$ 100 ⁰⁰

Percent Markup on Parts	0%
--------------------------------	----

WORKSHEET
 PERFORMED TOGETHER
 SAME UNIT

ALL SMALL PORTABLE EQUIPMENT
 UNIT # 46, # 50, # 51, # 52
 WILL BE .5 HR 62.50 FOR
 ANNUAL WSP AND PM SERVICE.

SPMUD COST PROPOSAL WORKSHEET GROUP E - LIFT STATION GENERATORS

Scheduled Preventive Maintenance	Generator	
	Labor Hours	Total Cost
Annual Inspection	1	\$ 125 ⁰⁰
Annual PM Service	1	\$ 125 ⁰⁰
Preventive Maintenance Hourly Labor Rate	1	\$ 125 ⁰⁰
Repair Work Hourly Labor Rate	1	\$ 125 ⁰⁰
Pick Up and Delivery of Unit for Servicing		\$

Percent Markup on Parts	0 %
--------------------------------	-----

ALL LIFT STATION CREW ARE NOT THE SAME, AND WOULD BE REPAIRED ON SITE

SPMUD COST PROPOSAL WORKSHEET GROUP F - OFF-ROAD EQUIPMENT

Scheduled Preventive Maintenance	Case 580 Super L Loader/Backhoe		Case 570 NXT Tractor /Loader		Kubota Backhoe	
	Labor Hours	Total Cost	Labor Hours	Total Cost	Labor Hours	Total Cost
Annual Inspection	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Annual PM Service	2	\$ 250 ⁰⁰	2	\$ 250 ⁰⁰	1	\$ 125 ⁰⁰
Preventive Maintenance Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Repair Work Hourly Labor Rate	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰	1	\$ 125 ⁰⁰
Pick Up and Delivery of Unit for Servicing		\$ 250 ⁰⁰		\$ 250 ⁰⁰		\$ 200 ⁰⁰

Percent Markup on Parts	0 %
--------------------------------	-----

Item 5.10

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Carie Huff, District Engineer

Cc: Eric Nielsen, General Manager

Subject: Resolution 26-20 Construction Cooperation and Reimbursement Agreement with the City of Rocklin for the Bluffs Phase II Pavement Rehabilitation Project

Meeting Date: May 7, 2026

Background

The City of Rocklin intends to rehabilitate and overlay pavement within Stoney Road, Summit Drive, Terrace Drive, Terrace Place, Leland Street, Portsmouth Street, and Bluffs Drive in Rocklin, Placer County, California, as part of the Bluffs Phase II Pavement Rehabilitation Project. The District's manhole frame and covers located within the project area/right-of-way are required to be adjusted to accommodate the paving operations. In addition, the District requires cleaning of the District's facilities to ensure debris has not entered the sewer system during paving operations.

The District's typical agreement has been updated to reflect the details of this project. It outlines the responsibilities and items of coordination for both parties (e.g., collaboration during design, coordination during construction, and reimbursement of costs).

Should the Board approve Resolution 26-20, the signed agreement will be sent to the Rocklin City Council for approval and signature. The District and City intend to use a similar process for coordination of future work to meet the parties' individual and shared objectives.

Recommendation

Staff recommends that the Board of Directors adopt Resolution 26-20, authorizing the General Manager to:

1. Execute the attached Construction Cooperation and Reimbursement Agreement between South Placer Municipal Utility District and the City of Rocklin for the City of Rocklin Bluffs Phase II Pavement Rehabilitation Project in the amount of \$66,372.00, subject to final review and approval by the District's General Counsel.
2. Execute change orders up to a cumulative amount not to exceed 10% of the amount in the Construction Cooperation and Reimbursement Agreement (i.e., \$6,637.20).

Strategic Plan Goal

This action is consistent with the District's Strategic Plan Priorities:
Maintain an excellent regulatory compliance record

Fiscal Impact

Per the agreement, the District is responsible for paying for the actual cost of the adjustment of twenty-four (24) manhole frames and covers, as well as flushing/cleaning of the District's sewer facilities.

Bluffs Phase II Pavement Rehabilitation Project (All Phase Construction, Inc.):

24 manholes @ \$2,300 each = \$55,200.00

5,700 linear feet of pipe @ \$1.96 per linear foot = \$11,172.00

Total = \$66,372

The City will administer the contract in coordination with District staff. All construction is required to meet the District's Standards Specifications and Improvement Standards for Sanitary Sewers.

The City of Rocklin awarded the project to All Phase Construction, Inc., the lowest responsive, responsible bidder. The cost of the sewer portion of the work is \$66,372.00 and is included in the FY 2025/26 budget in Fund 400 as participation in regional projects.

Attachments

1. Exhibit A: City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project Area
2. City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project Bid Package
3. Resolution 26-20 Authorization to Enter Construction Cooperation and Reimbursement Agreement for the City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project
4. Construction Cooperation and Reimbursement Agreement for the City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project

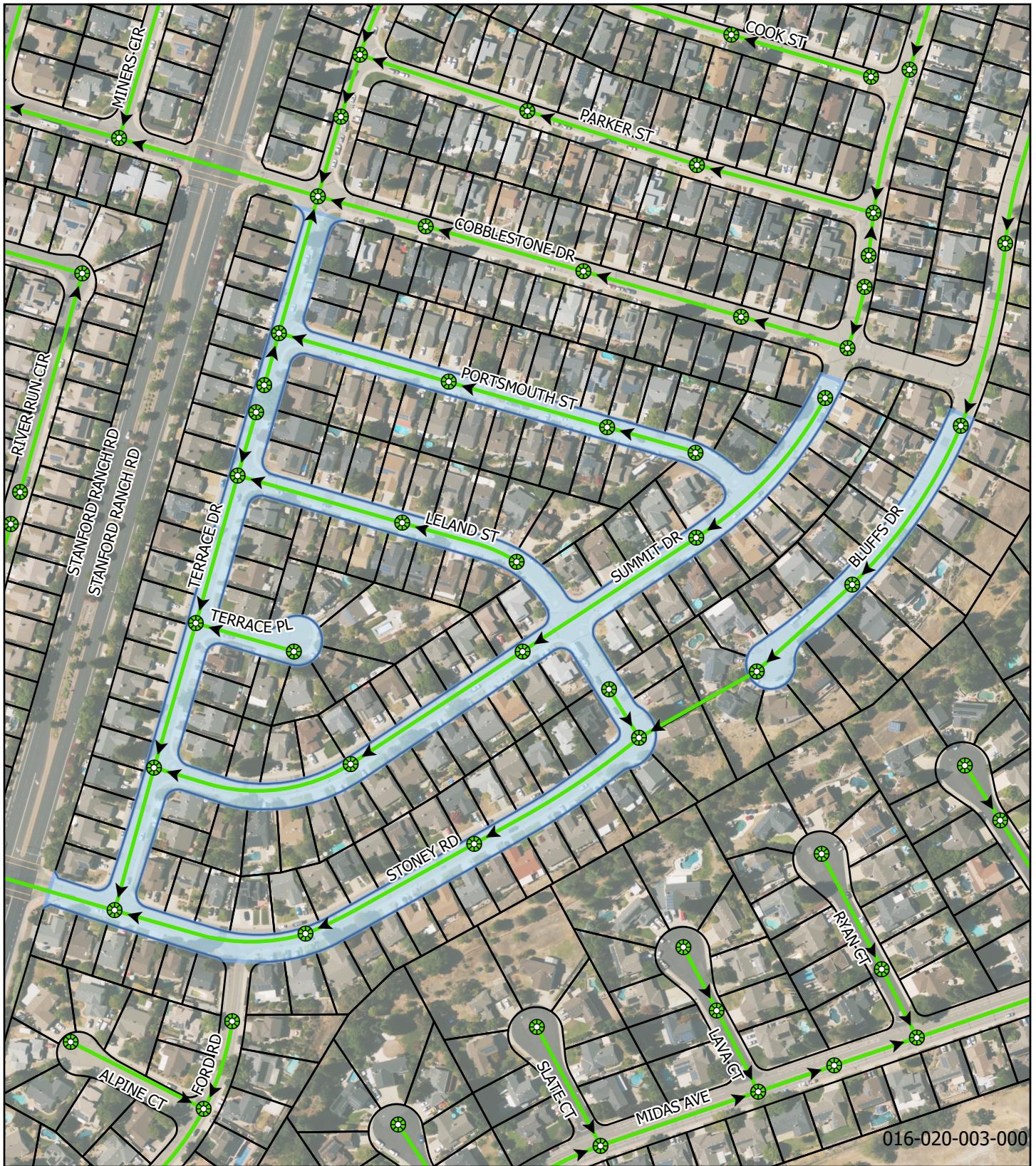
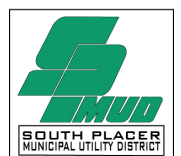


Exhibit A

City of Rocklin's The Bluffs Phase II Pavement Rehabilitation

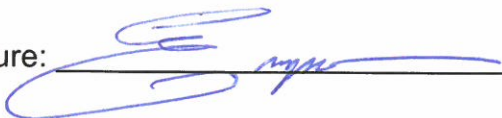


ADDENDUM NO. 1
TO THE SPECIFICATIONS AND BID DOCUMENTS
The Bluffs Subdivision Road Reconstruction Phase II

This addendum covers changes to the Specifications and Bid Documents and shall become part of the contract documents. Sign and include this addendum to your bid.

- Item No. 1:** Attached as Exhibit A is the Pre-Bid Meeting Sign-In sheet.
- Item No. 2** Attached as Exhibit B is South Placer Municipal Utility District's (SPMUD) clarification on the Flush/Clean SPMUD Sewer System.
- Item No. 3** We discovered a mistake in the bid quantities, so the quantities have been updated in the new bid item detail list. Please replace the existing Notice to Contractors and Sealed Bid Form with the revised Notice to Contractors and Sealed Bid attached as Exhibit C.
- Item No. 4** Attached as Exhibit D is the updated Plan Set. This includes the requested specification on the HMA for the crack repair.
- Item No. 5** Attached as Exhibit E are the questions that have been received and the associated answers.

End of Addendum No. 1

Signature: 

ALL PHASE CONSTRUCTION & ENGINEERING
Company

4/16/2026
Date

SUBMIT THIS SHEET AS PART OF YOUR BID

Warning: If an addendum or addenda have been issued by the administering agency and not noted as being received by the bidder, this proposal may be rejected.

**CITY OF ROCKLIN
SEALED BID**

(MUST BE SIGNED BY BIDDER)

Sealed Bids will be received not later than 1:00 p.m. on Thursday, April 16, 2026, at the office of the City Clerk, 3970 Rocklin Road, Rocklin, California and opened at 1:00 p.m., or as soon thereafter as business allows.

TO THE HONORABLE CITY COUNCIL:

The undersigned hereby proposes and agrees to furnish any and all required labor, material, equipment transportation, and services for

BLUFFS SUBDIVISION ROAD RECONSTRUCTION PHASE II

in the City of Rocklin, County of Placer, California.

The work is to be done in strict conformity with the Contract Documents, at the following Lump Sum and/or Unit Prices:

Item No.	ITEM DESCRIPTION	Estimated Quantity	Unit	Unit Price (\$/Unit)	Amount (\$)
1	MOBILIZATION (10%)	1	LS	18,000.00	18,000.00
2	TRAFFIC CONTROL SYSTEM	1	LS	38,000.00	38,000.00
3	WATER POLLUTION CONTROL PLAN (WPCP)	1	LS	2,500.00	2,500.00
4	RESET SURVEY SPIKE	7	EA	600.00	4,200.00
5	ADJUST SURVEY MONUMENT BOX	11	EA	1,700.00	18,700.00
6	ADJUST UTILITY IRON - CITY STORM DRAIN MANHOLE	4	EA	2,300.00	9,200.00
7	ADJUST UTILITY IRON - PCWA VALVE BOX/ARV BOX (PCWA)	35	EA	1,250.00	43,750.00
8	ADJUST UTILITY IRON - SPMUD SANITARY SEWER MANHOLE (SPMUD)	24	EA	2,300.00	55,200.00
9	FLUSH/CLEAN SPMUD SEWER SYSTEM	5,700	LF	1.96	11,172.00
10	COLD PLANING	* 206,000	SF	.22	45,320.00
11	HOT MIX FIBER REINFORCED ASPHALT OVERLAY	* 2,000	TON	149.00	298,000.00
12	HMA FOR CRACK REPAIR	64	EA	1,400.00	89,600.00
13	THERMOPLASTIC TRAFFIC STRIPE - DETAIL 22	125	LF	5.00	625.00
14	THERMOPLASTIC TRAFFIC STRIPE - 4" YELLOW	450	LF	2.00	900.00
15	THERMOPLASTIC PAVEMENT MARKING	1,200	SF	10.00	12,000.00
16	DETECTOR HAND HOLE	1	EA	5,500.00	5,500.00
17	LOOP DETECTOR (TYPE A & D)	4	EA	2,250.00	9,000.00

Warning: If an addendum or addenda have been issued by the administering agency and not noted as being received by the bidder, this proposal may be rejected.

Total Project Bid, Item Nos. 1 through 17, shall be (spell out) SIX HUNDRED SIXTY ONE THOUSAND SIX HUNDRED Dollars. (\$ 661,667.00)
SIXTY SEVEN DOLLARS.

If awarded the Contract, the undersigned shall execute said Contract and furnish the necessary Performance and Payment Bonds and insurance within ten (10) calendar days after the Notice of Award of said Contract and begin work as set forth in the written Notice to Proceed from the City of Rocklin (hereinafter referred to as the "City") to Contractor.

In determining the amount bid by each bidder, the City shall disregard mathematical errors in addition, subtraction, multiplication, and division that appear obvious on the face of the Bid. When such a mathematical error appears on the Bid, the City shall have the right to correct such error and to compute the total amount bid by said bidder on the basis of the corrected figure or figures.

When an item price is required to be set forth in the Bid, and the total for the item set forth separately does not agree with a figure which is derived by multiplying the item price times the Engineer's estimate of the quantity of work to be performed for said item, the item price shall prevail over the sum set forth as the total for the item unless, in the sole discretion of the City, such a procedure would be inconsistent with the policy of the bidding procedure. The total paid for each such item of work shall be based upon the item price and not the total price. Should the Bid contain only a total price for the item and the item price is omitted, the City shall determine the item price by dividing the total price for the item by Engineer's estimate of the estimated quantities of work to be performed as items of work.

If the Bid contains neither the item price nor the total price for the item, then it shall be deemed incomplete and the Bid shall be disregarded.

It is understood that this Bid is based upon completion of the work to within a period of calendar days commencing on the day the Notice to Proceed is issued.

The undersigned represents and warrants that the undersigned has examined the location of the proposed work and is familiar with the local conditions at the place where the work is to be done, and the undersigned has reviewed and understands the plans, specifications and other Contract Documents, and the undersigned is satisfied with all conditions for the performance of the work.

The undersigned has checked carefully all of the above figures and understands that the City of Rocklin will not be responsible for any errors or omissions on the part of the undersigned in making up this Bid.

The Contractor shall initial below that it has received the appropriate addenda and has incorporated the addenda into its Bid.

Warning: If an addendum or addenda have been issued by the administering agency and not noted as being received by the bidder, this proposal may be rejected.

NAME OF BIDDER:

ALL PHASE CONSTRUCTION & ENGINEERING
Affix Corporate
Seal Here

BY:


Signature

CHRIS EMPSON
Type/Print Name

Type/Print Name

VICE PRESIDENT
Title

Title

DATE:

4/16/2026

Valid Contractor's License No.:

886326

Expiration date:

12/31/2027

Public Works Registration No.

1000013744

Warning: If an addendum or addenda have been issued by the administering agency and not noted as being received by the bidder, this proposal may be rejected.

ATTACHMENT A

BID BOND

We, All Phase Construction & Engineering, Inc. as principal, and The Ohio Casualty Insurance Company, as Surety are held and firmly bound unto the City of Rocklin, hereafter referred to as "Obligee", in the penal sum of ten percent (10%) of the total amount of the Bid of the Principal submitted to the Obligee for the Work described below, for the payment of which sum we hold and firmly bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally,

THE CONDITION OF THIS OBLIGATION IS SUCH, THAT:

WHEREAS, the Principal is submitting a Bid to the Obligee, for The Bluffs Subdivision Road Reconstruction Phase II
Rocklin, CA

(Copy here the exact description of work, including location, as it appears on the Bid)
for which Bids are to be opened at Rocklin, CA on April 16th, 2026

(Insert date of Bid opening)

NOW, THEREFORE, if the Principal is awarded the Contract and after the prescribed forms are presented to him for signature, enters into a written contract, in the prescribed form, in accordance with the Bid, and files two bonds with the Obligee, one to guarantee faithful performance of the contract and the other to guarantee payment for labor and materials as provided by law, then this obligation shall be null and void; otherwise, it shall remain in full force.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time for award of a contract after opening of Bids, alteration, addition, modification, or supplement to the terms of the Notice to Contractors/Invitation for Bids, the Work to be performed thereunder, or the Contract Documents, shall in any way affect the Surety's obligations under this Bond, and the Surety does hereby waive notice of any such change, extension of time, alteration, addition, modification or supplement to the terms of said Notice to Contractors/Invitation for Bids, the Work to be performed thereunder, or the Contract Documents.

In the event suit is brought upon this bond by the Obligee and judgment is recovered, the Surety shall pay all costs incurred by the Obligee in such suit, including reasonable attorneys' fees to be fixed by the court.

Dated: April 10th, 2026

Principal: All Phase Construction & Engineering, Inc.

By: *Michael Gustley*

Surety: The Ohio Casualty Insurance Company

Address: 1001 4th Ave., Suite 3800, WA 98154

Telephone: 206-473-6210

Attorney in Fact: _____

P. Jarvis, Attorney-in-Fact



Seal No. 7672



POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8214656 - 988650

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Celeste Somera, Emily Cox, Kevin Scofield, P Jarvis

all of the city of Rocklin state of CA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 25th day of August, 2025.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 25th day of August, 2025 before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2029
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 10th day of April, 2026.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

STATE OF CALIFORNIA
DEPARTMENT OF INSURANCE
SAN FRANCISCO

Amended
Certificate of Authority

THIS IS TO CERTIFY, *That, pursuant to the Insurance Code of the State of California,*

The Ohio Casualty Insurance Company

of New Hampshire, organized under the laws of New Hampshire, subject to its Articles of Incorporation or other fundamental organizational documents, is hereby authorized to transact within this State, subject to all provisions of this Certificate, the following classes of insurance:

**Fire, Marine, Surety, Plate Glass, Liability, Workers' Compensation,
Common Carrier Liability, Boiler and Machinery, Burglary, Credit,
Sprinkler, Automobile and Miscellaneous**

as such classes are now or may hereafter be defined in the Insurance Laws of the State of California.

THIS CERTIFICATE is expressly conditioned upon the holder hereof now and hereafter being in full compliance with all, and not in violation of any, of the applicable laws and lawful requirements made under authority of the laws of the State of California as long as such laws or requirements are in effect and applicable, and as such laws and requirements now are, or may hereafter be changed or amended.

IN WITNESS WHEREOF, *effective as of the 19th day of March, 2013, I have hereunto set my hand and caused my official seal to be affixed this 19th day of March, 2013.*



Dave Jones
Insurance Commissioner

Valerie J. Sarfaty
for Nettie Hoge
Chief Deputy

By

NOTICE:
Qualification with the Secretary of State must be accomplished as required by the California Corporations Code promptly after issuance of this Certificate of Authority. Failure to do so will be a violation of Insurance Code section 701 and will be grounds for revoking this Certificate of Authority pursuant to the covenants made in the application therefor and the conditions contained herein.

ATTACHMENT B

SUBCONTRACTOR LISTING FORM

LIST OF SUBCONTRACTORS FOR ALL PHASE CONSTRUCTION (BIDDER)

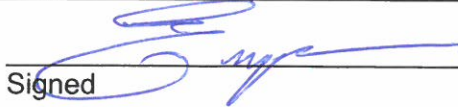
PROJECT: THE BLUFFS SUBDIVISION ROAD RECONSTRUCTION PHASE II

Pursuant to the provisions of Sections 4100 to 4114 inclusive, of the California Public Contract Code, and as set forth in Instructions to Bidders, and the General Conditions, the above named Contractor hereby designates below the names, contractor license numbers, and locations of the place of business of each Subcontractor. Please check one of the boxes and sign below:

We are not using any Subcontractors.

All of our Subcontractors are performing at least 1/2 of 1% of the Work listed below, including for additive Alternates, if any.

WORK TO BE PERFORMED	PRICE	NAME & BUSINESS ADDRESS OF SUBCONTRACTOR	LICENSE NUMBER	DIR #
GRIND, SWEEP, HAUL	50,120.00	ANRACK CORPORATION SACRAMENTO, CA	256390	1000002952
TACK ON SUB	13,500.00	PACIFIC NORTHWEST OIL SACRAMENTO, CA	705296	1000377635
STRIPING	19,025.00	CHRISP COMPANY WOODLAND, CA	374,600	1006660306
SURVEY MONUMENT	9,350.00	CENTERPOINT ENG ROCKY H, CA	LS 9752	1000060562
FLUSH/CLEAN SEWER	9,000.00	EDCO ENTERPRISES SACRAMENTO, CA	N/A	1000016421
LOOP DETECTOR & HAND HOLE	10,250.00	BEAR ELECTRICAL ALVISO, CA	982079	1000002158


Signed _____

See Note Next Page

Bidders shall provide the registration numbers for all listed Subcontractors within 24 hours of bid opening and registration numbers of all Subcontractors who are not required to be listed not later than 24 hours before they are to start work on the Project.

ATTACHMENT C

NONCOLLUSION AFFIDAVIT

The undersigned declares:

I am the PRESIDENT [Title] of ALL PHASE CONSTRUCTION INC the party making the foregoing Bid.

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, and 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 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 4/16/2026 [date], at CITRUS HEIGHTS [city], CA [state].

GARRY BASLEY
(Name of Bidder)
Garry Basley
(Signature)
PRESIDENT
(Title)

(If Bidder is a partnership or a joint venture, this declaration must be signed by every member of the partnership or venture. Print as many forms as needed and submit.)

(If Bidder [including any partner or venturer of a partnership or joint venture] is a corporation,

ATTACHMENT C

NONCOLLUSION AFFIDAVIT

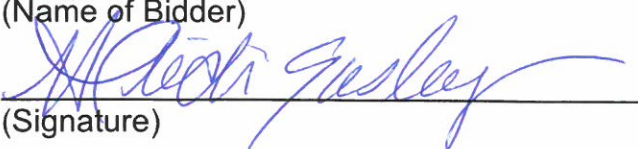
The undersigned declares:

I am the CFO [Title] of ALL PHASE CONSTRUCTION, INC. the party making the foregoing Bid.

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, and 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 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 4/16/2026 [date], at CITRUS HEIGHTS [city], CA [state].

HEIDI EASLEY
(Name of Bidder)

(Signature)
CFO
(Title)

(If Bidder is a partnership or a joint venture, this declaration must be signed by every member of the partnership or venture. Print as many forms as needed and submit.)

(If Bidder [including any partner or venturer of a partnership or joint venture] is a corporation,

ATTACHMENT D

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT OR SUSPENSION

Bidder hereby certifies, to the best of its knowledge and belief, except as expressly disclosed on this Certificate, that:

The Bidder and/or any of its Principals:

1. Are not presently debarred, suspended, proposed for debarment or suspension, or declared ineligible for award of the contract by any Federal, State, or local agency.
2. Have not, within a three-year period preceding this Bid, 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) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property.
3. Are not presently indicted for, or otherwise criminally or civilly charged by a government entity with, commission of any of the offenses enumerated in Item 2. above.
4. The Bidder has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal, State, or local agency.

"Principals," for the purposes of this certification, means: officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

Bidder shall provide immediate written notice to the City if, at any time prior to contract award, Bidder learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

This Certification is a material representation of fact upon which reliance will be placed when making the award, if and when made. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available to the City, the City may terminate the Contract resulting from this solicitation for default.

BIDDER: ALL PHASE CONSTRUCTION & EXCAVATION Date 4/16/2026

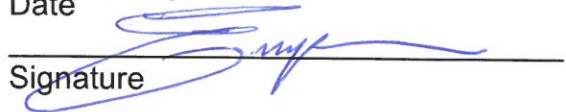
ATTACHMENT E

RESOLUTION OF DISPUTES REGARDING THE BIDDING PROCESS

The lack of a prompt procedure to resolve disputes regarding the bidding process would impair the City's ability to carry out its purpose of constructing this project in a timely manner. Therefore, to the maximum extent authorized by law and notwithstanding any other procedures specified in documents referenced herein, all disputes and/or protests regarding the bidding process shall be subject to the following procedure. In submitting a Bid to the City for this project, the Bidder agrees to comply with and to be bound by this procedure.

1. If the Bidder believes that any provision in the solicitation for Bids is vague, ambiguous, conflicting or contrary to law, then the Bidder shall promptly bring its concern to the City by written notice specifying the provision(s) in question and the factual and legal bases for concern. Failure of the Bidder to raise any concern relating to a solicitation requirement within at least seven (7) calendar days prior to the Bid due date will be deemed a waiver of the Bidder's right to protest based on alleged vague, ambiguous, conflicting or unlawful requirements in the solicitation.
2. Within five (5) calendar days after the opening of Bids, Bidder shall provide a written notice to the City of any and all mistakes regarding the Bid for which a Bidder requests relief. The City shall not consider any requests for relief due to mistake if notice is not received within the time requirements of Public Contract Code section 5100, *et seq.*, Relief of Bidders.
3. No later than five (5) calendar days after Bids are opened, the Bidder must submit in writing to the City an explanation of all legal and factual grounds for any protest. These requirements are to be strictly construed. Untimely protests and/or grounds not set forth in the protest will not be considered. Failure to timely protest or otherwise comply with the protest requirements will constitute a waiver of the right to challenge and forever bar the Bidder from challenging, whether before the City or any administrative or judicial tribunal, any particular Bid(s), the bidding process, or the Contract award on any ground not set forth in the protest. Upon receipt of a protest, the City will provide a copy to any Bidder whose Bid is challenged in the protest.
4. If a timely written protest is provided to the City at least two (2) business days before any City Council meeting at which the award of the Contract will be considered, then the City shall make reasonable efforts to provide the protesting Bidder with a written response to the protest prior to the City Council meeting. A copy of any City response will be provided to any other Bidder responding to the protest.

5. Notice of the date and time of the City Council meeting at which the award of the Contract for the Project shall be considered will be posted on the City's website.
6. Any Bidder complying with the above procedure may bring an action within sixty (60) days from the action of the City Council, in accordance with Sections 860 and 863 of the California Code of Civil Procedure, to determine the validity of the City Council's action on the award of the contract. The City shall be a defendant and shall be served with the summons and complaint in the action in the manner provided by law for the service of a summons in a civil action. In any such action the summons shall be in the form prescribed in Section 861.1 of the California Code of Civil Procedure except that in addition to being directed to "all persons interested in the matter of [specifying the matter]," it shall also be directed to the City. If the bidder bringing such action fails to complete the publication and such other notice as may be prescribed by the court in accordance with Section 863 of the California Code of Civil Procedure and to file proof thereof in the action within 60 days from the filing of his complaint, the action shall be dismissed on the motion of the City unless good cause for such failure is shown by the bidder.

ALL PHASE CONSTRUCTION & ENGINEERING
Contractor
4/16/2026
Date

Signature

ATTACHMENT F

CERTIFICATE OF AUTHORIZATION

(If Bidder is a Corporation or a Limited Liability Corporation)

STATE OF CALIFORNIA
COUNTY OF SACRAMENTO

I HEREBY CERTIFY that at a meeting of the Board of Directors of the
ALL PHASE CONSTRUCTION & ENGINEERING, INC., a corporation existing
under the laws of the State of California, held on 4/15/2026, the following
resolution was duly passed and adopted:

"RESOLVED, _____ that
as CFO of the Corporation, be and is hereby
authorized to execute the Bid dated 4/16, 2026, to the
City of Rocklin and this Corporation and that his/her execution thereof,
attested by the Secretary of the Corporation, and with the Corporate seal
fixed, shall be the official act and deed of this Corporation."

I further Certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of
the Corporation this 16TH day of APRIL, 2026.

Secretary

Corporate Officer

(seal)

5964 DEVECCHI AVE
Corporate Address CITRUS HEIGHTS, CA 95621

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

RESOLUTION NO. 26-20

**AUTHORIZATION TO ENTER CONSTRUCTION COOPERATION AND
REIMBURSEMENT AGREEMENT FOR THE CITY OF ROCKLIN'S
BLUFFS PHASE II PAVEMENT REHABILITATION PROJECT**

WHEREAS, South Placer Municipal Utility District (District) owns and operates the sewer facilities within the City of Rocklin (City), and

WHEREAS, the City proposes to rehabilitate failed portions of pavement within Stoney Road, Summit Drive, Terrace Drive, Terrace Place, Leland Street, Portsmouth Street, and Bluffs in Rocklin, Placer County, California, as part of the City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project, hereinafter referred to as "Project", and

WHEREAS, the Project requires the adjustment of the District's facilities concurrently with the Project, and

WHEREAS, the District agrees to pay for the actual cost to adjust the District's facilities during the Project and flushing/cleaning of the District's sewer facilities, and

WHEREAS, the District's share of the City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project is anticipated to be \$66,372.00, and

WHEREAS, the FY 2025/26 Budget contains a line item within Fund 400 for Participation in Regional Projects, and

WHEREAS, the District is willing to accept the improvements in accordance with the provisions of the agreements and the District's Standard Specifications and Improvement Standards for Sanitary Sewers.

NOW, THEREFORE BE IT RESOLVED, that the South Placer Municipal Utility District Board of Directors authorizes the General Manager to execute the attached Construction Cooperation and Reimbursement Agreement with the City of Rocklin for the City of Rocklin's Bluffs Phase II Pavement Rehabilitation Project subject to final review and approval by the Districts General Counsel and execute change orders up to a cumulative amount not to exceed 10% of the amount

in the Construction Cooperation and Reimbursement Agreement (i.e. \$6,637.20).

PASSED AND ADOPTED at a Regular Meeting of the South Placer Municipal Utility District Board of Directors at Rocklin, CA this 7th day of May 2026.

SOUTH PLACER MUNICIPAL UTILITY DISTRICT

William Dickinson, President of the Board of Directors

ATTEST

Emilie Costan, Board Secretary

**CONSTRUCTION COOPERATION AND REIMBURSEMENT AGREEMENT
BETWEEN SOUTH PLACER MUNICIPAL UTILITY DISTRICT AND THE CITY OF ROCKLIN
FOR THE CITY OF ROCKLIN'S BLUFFS PHASE II PAVEMENT REHABILITATION PROJECT**

This agreement, by and between the SOUTH PLACER MUNICIPAL UTILITY DISTRICT, hereinafter called "OWNER", and the CITY of ROCKLIN, a political subdivision of the State of California, herein called "LOCAL AGENCY", shall be effective on the later of the dates executed by both the OWNER and the LOCAL AGENCY.

RECITALS

WHEREAS, the LOCAL AGENCY proposes to rehabilitate failed portions of Stoney Road, Summit Drive, Terrace Drive, Terrace Place, Leland Street, Portsmouth Street, and Bluffs Drive, as part of the Bluffs Phase II Pavement Rehabilitation Project, in Rocklin, Placer County, California, hereinafter referred to as "Project," as shown on the approved improvement plans for the Project; and

WHEREAS, the LOCAL AGENCY and the OWNER agree that the project requires the relocation of the OWNER's facilities concurrently with the Project per the approved improvement plans; and

WHEREAS, the Project will require the relocation of sewer facilities which will be described more fully in the plans to be prepared by the LOCAL AGENCY, and which are hereinafter referred to as the "Facilities"; and

WHEREAS, the LOCAL AGENCY intends to engage a qualified contractor and has agreed to bear all expense to relocate existing Facilities as required and shall be reimbursed for construction of such Facilities as described below; and

WHEREAS, the OWNER is willing to accept the Facilities in accordance with the provisions of this Agreement, the OWNER's Standard Specifications and Improvement Standards for Sanitary Sewers and the Technical Provisions.

AGREEMENT

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN PROVIDED, it is agreed as follows:

1. The LOCAL AGENCY shall competitively bid and award the contract to the lowest responsible bidder for the entire Project. "Responsible bidder" includes the requirement that the selected contractor, or its subcontractor performing the OWNER work, meet the OWNER's and LOCAL AGENCY's minimum requirements for relocation of sewer facilities, including possessing and maintaining a California State Class A or C-34 Contractor's License. LOCAL AGENCY shall be the lead for the Project and will manage the construction contract and be responsible for all payments to the contractor.
2. The LOCAL AGENCY and the OWNER shall mutually agree on a method to coordinate construction administration, construction engineering, construction surveying, shop drawing review, communications and meetings, traffic control, scheduling, inspection and testing of the work that pertain to construction of the OWNER Facilities.
3. OWNER reserves the right to raise the manholes instead of the contractor at its discretion.
4. During relocation of the OWNER Facilities, the OWNER shall determine whether relocation of the OWNER Facilities is satisfactorily performed in accordance with the construction contract and OWNER requirements and shall notify the LOCAL AGENCY in writing of approval and acceptance of the completed OWNER Facilities. OWNER shall coordinate with the LOCAL AGENCY to bring the completed OWNER Facilities into service. After OWNER acceptance of the completed OWNER Facilities, the OWNER shall own and be responsible for the operation and maintenance of the completed OWNER Facilities pursuant to any encroachment permits obtained from the LOCAL AGENCY at the time of construction of the Project. Such acceptance of the completed work shall not relieve the contractor of any liability or modify the contractor's guarantee.

5. The OWNER shall reimburse the LOCAL AGENCY for costs paid to the LOCAL AGENCY's contractor(s) to install the OWNER Facilities in accordance with the following procedure:
- a. The OWNER shall pay its share of the actual cost of said work included in the LOCAL AGENCY's highway construction contract within ninety (90) days after receipt of LOCAL AGENCY's bill; compiled on the basis of the actual bid price of said contract. The estimated cost to OWNER for the work being performed by the LOCAL AGENCY's contractor is \$66,372.00.
 - b. Prior to the LOCAL AGENCY's issuance of the construction documents for the Project for bids, the OWNER and the LOCAL AGENCY shall agree on the construction line items to be included in the bid schedule for the OWNER Facilities. The LOCAL AGENCY shall require the contractor to submit with each monthly payment application an itemization indicating progress on these unit price line items. Upon payment to the Contractor for any of the OWNER Facilities line items, LOCAL AGENCY may submit an invoice to OWNER for reimbursement hereunder of the amounts paid. OWNER shall pay said invoice within thirty (30) days of receipt.
 - c. The OWNER shall be responsible to reimburse LOCAL AGENCY for all payments to the contractor for approved change orders for extra work performed on the OWNER Facilities. LOCAL AGENCY will be responsible for all other Project-related change orders, delays, and extra work incurred by the contractor. The OWNER and LOCAL AGENCY will jointly work to negotiate change order requests and claims by the contractor to resolve any claims directly related to the OWNER Facilities in a timely manner, provided that neither the LOCAL AGENCY nor the OWNER shall agree to the resolution of any such change order request or claim without the other's approval. In the event agreement cannot be reached related to active ongoing work within one (1) working day of presentation of a request for change order, or claim, the LOCAL AGENCY shall have the right to direct the contractor to proceed on a force account basis.

6. The OWNER will not unnecessarily delay progress of work or hold up final contract acceptance of the project during the period of closeout. The OWNER shall bear no responsibility for contractor for LOCAL AGENCY caused delays on work other than those directly related to only the OWNER Facilities. The OWNER shall have no obligation under this Agreement to make any direct payment to the LOCAL AGENCY's contractor or to any subcontractor (of any tier) or material supplier or equipment supplier for materials, equipment or labor supplied on the Project.
7. Performance by either party under this Agreement shall not be deemed to be in default where delays or default are due to Force Majeure when a party gives notice, in writing, with details of particulars to the other party as soon as possible. Force Majeure as used in this contract shall mean acts of nature, wars, insurrections, riots, epidemics, major landslides, earthquakes, fires, floods, and civil disturbances, which are not within the control for the party claiming suspension, which by the exercise of due diligence, such party may not have been able to avoid or overcome.
8. Except as otherwise provided in the section on indemnity below, costs arising from claims or lawsuits for personal injury or property damage which are alleged to have resulted from construction of the OWNER Facilities only, including the payment of damages pursuant to a final judgment in favor of a claimant, shall be the OWNER's responsibility. In the event of disagreement concerning the responsibility of any claim resolution costs related to the affected items of work, the parties each expressly reserve the right to seek a judicial determination of the responsibility of each party with respect to any claim or lawsuit arising out of their performance under this agreement.

INDEMNITY

OWNER agrees to save harmless and indemnify LOCAL AGENCY from any liability, claim or demand which may be made by any person resulting from the negligence of OWNER in the performance of its responsibilities under this Agreement, and further agrees, at its own cost and expense, to defend

any action which may be brought against LOCAL AGENCY resulting from such negligence of OWNER, and further agrees to pay or satisfy any judgment which may result from such action. The foregoing provisions shall not be applicable to claims or actions that arise from the negligence of LOCAL AGENCY in its performance of the terms of this Agreement.

The LOCAL AGENCY agrees to save harmless and indemnify OWNER from any liability, claim or demand which may be made by any person resulting from the negligence of LOCAL AGENCY in the performance of its responsibilities under this Agreement, and further agrees, at its own costs and expense, to defend any action which may be brought against OWNER resulting from such negligence of LOCAL AGENCY, and further agrees to pay or satisfy any judgment which may result from such action. The foregoing provisions shall not be applicable to claims or actions that arise from the negligence of OWNER in its performance of the terms of this Agreement.

INSURANCE

The LOCAL AGENCY's Contractor shall carry Automobile Liability insurance in the amount of at least \$1,000,000, and Commercial General Liability in the amount of at least \$1,000,000 per occurrence and \$2,000,000 aggregate with a maximum \$5,000 deductible, which insurance shall be primary and underlying to the OWNER's insurance and Commercial General Liability and shall specifically name the OWNER as an additional insured and certificate holder. Before work is commenced, the LOCAL AGENCY's Contractor shall furnish the OWNER with a certificate(s) of insurance and Additional Insured Endorsement (ISO CG 2010) or equivalent as satisfactory proof that the LOCAL AGENCY's Contractor carries the insurance required by the Agreement and Worker's Compensation Insurance in compliance with the laws of the State of California. The LOCAL AGENCY's Contractor's insurance shall be primary and any insurance or self-insurance maintained by the OWNER shall be excess and not contribute to it. The insurance carriers will have a Best Rating of no less than A:-VII or equivalent or as otherwise

approved by the OWNER.

PERFORMANCE AND PAYMENT BONDS

All bonds shall be issued by California admitted surety insurers. The estimated cost of the Facilities is \$66,372.00. Prior to construction of any of the Facilities and during all such construction, the LOCAL AGENCY or LOCAL AGENCY's Contractor shall provide a Performance Bond with a penal sum of 100% of the estimated cost of the Facilities. The performance bond shall be in a form acceptable to the OWNER. The OWNER may formally waive the requirement for a performance bond if the LOCAL AGENCY's Contractor demonstrates that it has provided a comparable performance bond to the LOCAL AGENCY pursuant to Government Code Section 66499.1, which bond encompasses the installation of the Facilities and names the OWNER as co-obligee. The LOCAL AGENCY shall maintain the Performance Bond at all times during the life of this agreement and for a period one (1) year after the completion and acceptance of the Facilities by the OWNER.

In addition, prior to construction, the LOCAL AGENCY or LOCAL AGENCY's Contractor shall provide a Public Works Payment Bond with a penal sum of 100% of the estimated cost of the Facilities. The payment bond shall be in a form that is acceptable to the OWNER. The OWNER may waive the requirement for a payment bond if the LOCAL AGENCY's Contractor demonstrates that it has provided a comparable payment bond to the LOCAL AGENCY pursuant to Government Code Section 66499.2, which bond encompasses the installation of the Facilities. The LOCAL AGENCY shall maintain the Payment Bond at all times until the OWNER accepts the Facilities.

WARRANTIES AND REPAIRS

The LOCAL AGENCY hereby agrees that the OWNER may enforce all warranties provided by LOCAL AGENCY's contractor with respect to OWNER's Facilities, and the LOCAL AGENCY shall require its contractor to provide a warranty against any defects in materials or workmanship in the installed

OWNER Facilities for a period of one year following final acceptance of the Project. This Agreement shall cover defects which shall be in existence during such one-year period but which shall not become apparent until thereafter. As to any equipment which bears a guarantee or warranty in writing or by law for a period longer than one year, the LOCAL AGENCY hereby stipulates and agrees that such guarantee shall inure to the benefit of the OWNER for such longer period.

This Agreement shall terminate after the OWNER Facilities have been completed and accepted by the OWNER and final payment has been made to the LOCAL AGENCY. However, such termination shall not relieve the contractor of any liability or modify contractor's guarantee or prohibit either the LOCAL AGENCY or the OWNER from enforcing any rights against or seeking damages from the contractor.

This Agreement shall not inure to the benefit of or create any rights in any third party not a signatory hereto.

SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the later of the dates executed by both the OWNER and the LOCAL AGENCY below.

LOCAL AGENCY

(OWNER)

By: _____
Aly Zimmermann
City Manager, City of Rocklin (Local Agency)

By: _____
Eric Nielsen
General Manager (Owner)

Date: _____

Date: _____

Item 6.2

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors

From: Eric Nielsen, General Manager

Cc: Carie Huff, District Engineer
Emilie Costan, Administrative Services Manager

Subject: Progress Report on Potential Revisions to the District Capacity Charge

Meeting Date: May 7, 2026

Overview

The South Placer Municipal Utility District (District) assesses sewer capacity charges to ensure that new development pays its proportionate share of the cost to expand the sewer collection system. Capacity charges are paid at the time of connection or when an existing customer increases their use of the system. These charges are legally authorized under the California Mitigation Fee Act (Government Code § 66000 et seq.) and are restricted to funding infrastructure improvements required to serve new growth.

The District currently calculates capacity charges using an Equivalent Dwelling Unit (EDU) methodology, which assigns standardized units of sewer demand based on customer use categories as defined in the District's Sewer Code. Capacity charges fund capital projects identified in the District's System Evaluation and Capacity Assurance Plan (SECAP), which is updated periodically based on engineering analyses of projected growth and system capacity.

Over time, questions have been raised by stakeholders regarding whether the current EDU methodology and planning assumptions appropriately reflect varying customer impacts, development patterns, and industry practice. In response, staff and the Fee and Finance Advisory Committee evaluated a range of potential modifications to the structure, methodology, and policies governing capacity charges.

The attached report summarizes those potential modifications but does not recommend immediate changes to capacity charges. Rather, it identifies specific options that merit further consideration as part of ongoing planning efforts, including the upcoming SECAP update. Staff plan to return with recommended options for revisions to the capacity charge by the end of calendar year 2026.

Recommendation

Staff recommends that the Board of Directors receive and file the Progress Report on Potential Revisions to the Capacity Charge, discuss options presented in a public workshop setting, receive public comment, and provide direction to staff on recommended next steps for further analysis.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:

- Provide exceptional value for the cost of sewer service
- Prepare for the future and foreseeable emergencies

Related District Ordinances and Policies

This action complies with the following District Policies:

- Ordinance No. 24-01 – The District Sewer Code

Fiscal Impact

The report's recommendations primarily involve further study and analysis, rather than immediate implementation. As such, the near-term fiscal impact is limited and largely associated with planning, consulting, and staff resources.

Cost of Additional Analysis

Certain recommended options may require additional engineering, flow monitoring, or nexus studies. Some of these costs can be incorporated into the already-budgeted SECAP update, while others may require future budget appropriations depending on the scope.

Revenue Implications

Any future modification to the capacity charge methodology could increase or decrease per-EDU charges. Lowering assessed EDUs for certain customer classes may reduce total EDU counts, potentially increasing the charge per EDU or shifting costs to other users. Conversely, refined planning assumptions could reduce required capital projects, lowering overall funding needs.

Administrative Costs

Options involving greater differentiation among customer types or reliance on external data (e.g., water consumption) would increase ongoing administrative and staff workload and may require coordination agreements with partner agencies.

No Immediate Revenue Change

At this stage, staff does not propose any changes that would immediately affect capacity charge revenue or the District's ability to fund programmed sewer expansion projects.

Attachments

1. Progress Report on Potential Revisions to the District Capacity Charge

Potential Revisions to the District Capacity Charge

Executive Summary

This report evaluates potential modifications to the South Placer Municipal Utility District's (District's) sewer capacity charge methodology. Capacity charges are one-time fees assessed at the time of connection or upon a change in use and are intended to fund the expansion of the sewer collection system needed to serve new growth. The report reviews several options considered by staff and the Fee and Finance Advisory Committee and presents staff recommendations for further action.

Background

The District establishes the structure for rates, charges, and fees pursuant to the District's Sewer Code and applicable laws. Service charges (i.e., rates) are paid regularly and are based on the cost of delivering sewer service. A capacity charge addresses the increased sewer collection and treatment demand created by the addition of new growth to the District's sewer system. It is paid when a customer connects to the collection system and when a customer enlarges, alters, or changes an existing use. A capacity charge is comprised of two components: a local portion for the collection system and a regional portion for treatment plant infrastructure. The regional portion of the capacity charge is set by the South Placer Wastewater Authority (SPWA) and is not discussed in this report. This report focuses solely on the District's capacity charge associated with the collection system. Capacity charges are statutorily authorized and established by California Government Code § 66000 *et seq.*, also known as the Mitigation Fee Act. The Mitigation Fee Act requires that capacity charges do not exceed the estimated reasonable cost of providing the service. This reasonable relationship between the capacity charge and the cost of service must be supported by evidence to establish a nexus. A nexus study is often performed to provide the evidence to support this relationship.

Most sewer agencies in California utilize an "equivalent dwelling unit" (EDU) methodology. An EDU is the unit of measurement used to determine design and fee requirements based on the typical average flow and strength of wastewater from a single-family residential occupancy. Sewer demand for each customer is expressed as an assessed number of EDUs as defined by the District's Sewer Code. It would not be appropriate to assess all District customers with the same impact (i.e., number of EDUs). Various uses have different impacts on the capacity of the sewer collection system. As such, the District's Sewer Code includes several categories for various usage types (e.g. residential, commercial, restaurant,

industrial, etc.). It should be noted that it would not be practical or possible for the Sewer Code to list all potential uses or tiers of use. A reasonable approach, and one applied by many sewer agencies, is to include multiple categories of uses that can be appropriately applied to District customers. The partner agencies of SPWA (i.e., the City of Roseville, the County of Placer, and the District) have identical categories of use for applying EDUs.

As mentioned above, the EDU is the unit of measure for assigning costs to customers. The District currently uses the assessed number of EDUs to determine the initial capacity charge when a property connects to the sewer system and to determine the monthly recurring service charge. The EDU is critical to ensuring sufficient revenue to fund the operations, renewal, and expansion of the sewer collection system. This report focuses on the capacity charge, which funds the expansion of the system; however, it is also important to note the impact of the EDU on the overall finances and ongoing operations of the District.

Capacity charges fund sewer system capacity. The capacity of a sewer system must account for what a customer can discharge to the system and not what they may elect to discharge. The wastewater flow discharged by a customer may vary from day to day and may vary over the lifecycle of the facility. Sewer service charges should reflect these changes in average use from day to day and over time. The capacity of a sewer system is impacted more by peak flows than by the average flows from a customer. The capacity charge should reflect the typical maximum potential impact a customer may have on the capacity of the sewer system to ensure proper sizing and design of the collection system to handle the increased demand potential.

Purpose

The purpose of this report is to evaluate appropriate changes to capacity charges to align with the impact of varying customer groups for collection and treatment to support necessary revenue. This report discusses each option and indicates staff’s recommendation for the options that should be pursued further.

Summary Table of Options and Staff Recommendations

The following table summarizes the various options that the District’s Fee and Finance Advisory Committee and District staff have explored and the current recommendation of staff for future investigation.

Category	Option	Recommendation
Planning and Cost Assumptions	Evaluate SECAP Assumptions	Pursue Further
	Exclude Certain Projects from SECAP	Do Not Pursue
EDU Methodology	MFR & Age-Restricted	Further Consideration
	Fixture Unit / Bathroom-Kitchen Counts	Further Consideration

	Square Footage	Do Not Pursue
Geographic Differentiation	Differentiate Infill vs. Expansion	Do Not Pursue
	Differentiate by Sewershed	Do Not Pursue
Revenue Substitution	Use Unrestricted Revenue to Offset	Do Not Pursue
Alternative Charge Structures	Base on Water Consumption	Do Not Pursue
Policies	Transfer of Capacity Charges	Completed
	Commercial / Industrial Capacity Charge Reconciliation	Completed
	Deferred Payment	Completed

Category A – Planning and Cost Assumptions

Option A1 – Evaluate SECAP Assumptions

Background

The District prepares a System Evaluation and Capacity Assurance Plan (SECAP) approximately every five years. The Mitigation Fee Act requires that the SECAP be updated at least every eight years. The SECAP uses engineering analysis to determine the costs of sewer expansion projects to provide additional capacity to support planned future growth. The results of the SECAP are used as the basis of the Nexus Study required by the Mitigation Fee Act to guide the District’s Board of Directors in establishing the capacity charge for each EDU. Once established by ordinance, the capacity charge is adjusted annually based on changes in the applicable construction cost index reported in the Engineering News Record.

Description

This option involves thoroughly examining the assumptions used in the SECAP engineering analysis to explore alternatives that may lessen the capacity charge per EDU while reasonably aligning the impact of connections and supporting required revenue. Examples of assumptions to examine include, but are not limited to, the planning horizon, the planning area, the rate of inflow/infiltration, and the average flow per day per EDU.

Potential Benefits

Further examination of the assumptions may lead to more closely aligning capacity charges with the impacts of planned growth. The assumptions used in the engineering analysis influence the calculated future flow and the planned expansion of the sewer system through construction projects. Adjusting the assumptions used based on accumulated data could result in lower flow calculations and eliminate or reduce the scope of the projects required

to provide additional capacity. This would decrease the revenue needed and potentially lower the capacity charge per EDU.

Key Challenges / Risks

The risk of lowering the capacity charge per EDU is that the District may not collect the revenue necessary to fund capacity projects. If capacity projects are not funded and constructed, then capacity may not be available, creating a roadblock to future development. Pursuing this option may result in development having to bear the costs of constructing offsite improvements as a condition of their project or it may result in the District funding improvements from monthly service charges (i.e., rates).

It should also be noted that thoroughly examining assumptions and data used in the SECAP may result in a higher capacity charge per EDU. If previous assumptions resulted in the analysis misinterpreting the full impact of future growth on the capacity of the system, then the scope of future capacity projects may increase.

Financial Implications

In addition to the risk of not collecting sufficient revenue to fund capacity projects, this option includes additional costs associated with the consultant team exploring the impact of the challenged assumptions on the hydraulic modeling results.

Staff Assessment

The process to update the SECAP commenced in 2025, and staff are working with the retained engineering consulting team to complete the SECAP in 2026. Much of the cost of the consulting team was planned and budgeted for with the timing of the SECAP update. The additional cost to explore assumptions is lessened since they can be combined with the efforts of the larger project.

The risk of not collecting sufficient revenue is inherent with any update to an existing plan and not reason enough to avoid challenging assumptions. The risk of this option resulting in a higher capacity charge per EDU is also inherent with any update and should not dissuade staff from pursuing this option further.

Recommendation – PURSUE FURTHER

Option A2 – Exclude Certain Projects from SECAP

Background

The engineering analysis of the SECAP produces a list of needed construction projects to expand and/or extend the sewer system to accommodate future growth. Sewer expansion projects are defined as sewer trunk lines (i.e., 12” diameter and greater) and major facilities (i.e., lift stations). Construction projects that are not listed in the SECAP are not funded by capacity charges.

Sewer expansion projects are constructed by the District or by developers. In either case, capacity charges are used to fund those projects. The District Sewer Code establishes a credit/reimbursement mechanism for funding sewer expansion projects constructed by a developer. The developer receives a credit for capacity charges up to the amount equal to half of the capacity charges due from the project. If the costs of the expansion project exceed the credit, the developer will be reimbursed the difference over a prescribed period of time.

Description

This option examines the effect of removing certain projects from the list of SECAP projects and placing them as a condition of development for specific upstream parcels.

Potential Benefits

Removing projects from the SECAP would lower the overall construction costs of expanding and extending the sewer system, resulting in a lower capacity charge per EDU. This type of approach is commonly used by other agencies with land use authority (e.g., cities and counties). Developers, often through development agreements, are required to complete offsite improvements to address capacity issues created by their development projects.

Key Challenges / Risks

Since it is not a land use planning jurisdiction, the District does not have the authority to enter into development agreements. Instead, the District can condition the approval of development projects with requirements (e.g., offsite capacity improvements). This poses a risk for development projects that may resist the requirement to construct offsite improvements. It also presents a risk to the District if development tied to a parcel with a specific capacity project is delayed for an extended period.

The risk of lowering the capacity charge per EDU is that the District may not collect the revenue necessary to fund capacity projects. This option may result in transferring some of the risk of providing capacity for new growth from development to the District.

Financial Implications

In addition to the risk of not collecting sufficient revenue to fund capacity projects, this option includes additional costs associated with the consultant team exploring the impact of removing certain projects from the SECAP and assigning them to specific parcels.

Staff Assessment

Staff recommends not pursuing this option further due to the challenges in implementation (e.g., difficulty in applying this approach equally across projects) and the unknown impact on needed revenue. Additionally, this approach of transferring the responsibility of certain offsite improvements to projects will potentially have an impact on development by slowing approvals and introducing more risk.

Recommendation – DO NOT PURSUE

Category B – Changes to EDU Methodology

Option B1 – MFR & Age-Restricted

Background

Section 2.03.040 of the District’s Sewer Code states that all dwelling units, including but not limited to single-family homes, duplexes, condominiums, mobile homes, and apartments shall be assessed one (1) EDU per living unit. Some developers or interested parties have proposed that multi-family residential (MFR) uses (e.g., apartments, condominiums, townhouses, duplexes) and age-restricted housing with deed restricted occupancy limits use less water than single-family residential (SFR) uses, thus creating less impact on the sewer system, which should be reflected in a reduced capacity charge.

EDUs are the unit of measure that represent the average strength and flow of wastewater from a single-family residential occupancy. Most agencies assume that SFR and MFR have the same strength concentrations (e.g., BOD, COD, TSS). There is not a clear consensus amongst agencies on the assumed difference in wastewater flows from SFR and MFR. Some agencies assume that the flows are the same between SFR and MFR. Some agencies assume that flows from MFR range from approximately 60% to 95% of flows from SFR.

Description

This option considers whether MFR and age-restricted housing could be assessed for less than one (1) EDU per unit.

Potential Benefits

If confirmed by a thorough study, a reduction in the capacity charge per unit for MFR and age-restricted housing may more closely align with the impact of these uses. Reduced capacity charges and other impact fees could lower the barriers to development, encouraging the construction of MFR and age-restricted housing to support affordable housing.

Key Challenges / Risks

It is important to note that these assumed flows are based on median potable water consumption. These comparisons are not based on measured sewer flows nor do they represent the peak sewer flows that impact the capacity of a sewer collection system. Capacity charges pay for the impact of new development on the capacity of the collection system and should account for the peak sewer flows from a particular use (e.g., MFR). The reduced MFR flows referenced above are based on average or median water usage and not peak flows. The District conducted a flow monitoring study in 2013 that found that peak flows from MFR were approximately 40% higher than SFR. This was one study with a limited sample size, but it indicates that the flows from MFR units may vary between average and peak flows.

A valid “nexus” (the legally required reasonable relationship between a type of use and the demand it places on the sewer system) would need to be documented through a comprehensive study before changes could be made to the District’s Sewer Code.

It may be appropriate to consider adjusting the monthly sewer service charges based on the average or median water consumption to align the charge with the cost of delivering the associated service. However, this would require District staff to track two different EDU numbers for each account: one EDU number associated with monthly service charges, and one EDU number associated with local capacity charges. This option would also require a significant amount of time by staff to update the District’s billing system to establish and maintain accurate uses for multiple residential use types. This would create a significant administrative burden for the initial adjustments and a continued additional administrative burden to track and update twice the number of EDUs.

Additionally, cooperation with Placer County Water Agency (PCWA) would be required to obtain water use data. Since the District bills retroactively, there would be timing issues based on when the data is provided and how that translates to assessing monthly service charges.

As noted in the Executive Summary, the SPWA is a joint powers authority that provides the treatment capacity for its three member agencies in the south Placer County region, consisting of the District, the City of Roseville and unincorporated portions of Placer County

(the “Partners”). The Partners have made efforts to assess EDUs for various uses in the same manner to help ensure the costs for expansion of the treatment plants are equal amongst the Partners’ customers. Adjusting the EDUs assessed to MFR and/or age-restricted housing may require the District to track EDUs for regional capacity charges (i.e., SPWA treatment capacity) separately from EDUs for local capacity charges (i.e., collection system capacity). This would create another significant administrative burden for staff.

Financial Implications

The District would need to fund and conduct a flow and loads study specific to these uses in question as a basis for the nexus study to make changes to the Sewer Code for how MRF and age-restricted housing would be assessed EDUs. Additionally, the District would need to conduct analyses to understand how changing EDU assessments for different land-use types would impact the collection of capacity charges and service charges (i.e., rates) compared to needed revenue. A capacity charge is calculated by dividing the cost of required system improvements (such as sewer expansion projects) by the total system capacity (for example, the number of new EDUs). Reducing the number of EDUs assigned to multifamily residential (MFR) and/or age-restricted housing does not necessarily reduce sewer expansion costs on a proportional basis. As a result, the capacity charge may increase or decrease from its current level. Lowering the EDUs assigned to one land-use type would likely shift a greater share of sewer expansion costs to other land-use types.

Staff Assessment

Although the District’s mission does not include the directive to provide or support the development of affordable housing, if a study demonstrates that the impact of these housing types was less than an SFR, it may be prudent to explore and implement a change. It should be noted that there would likely be significant challenges and administrative costs associated with this type of change.

Recommendation – FURTHER CONSIDERATION

Option B2 – Fixture Unit / Bathroom-Kitchen Counts

Background

In 1976, the District wrote a revenue program report to define the method by which the District would sustainably collect the needed revenue to operate and maintain the sewer system. The report considered two methods for charging commercial users. The first method considered basing the number of assigned EDUs on building square footage and the type of use. The second method considered basing the number of EDUs on the number of

fixture units in the building. The first method was selected because of the significant administrative burden of enforcement that the second method would create. The report also recommended that residential uses should be assessed the equivalent dwelling unit (EDU) charge. The District has determined EDUs for customers in a similar manner since 1976.

Description

This option considers whether an alternative method such as counting fixture units or the number of bathrooms and kitchens might reasonably differentiate residential housing units (SFR and MFR). Counting fixtures units and counting bathrooms and kitchens are similar approaches for assessing EDUs. Counting bathrooms and kitchens could be considered a simplified version of counting fixture units.

Potential Benefits

If proven by a study, a reduction in the capacity charge per residential housing unit based on the number of fixtures may more closely align with the impact of these uses. Reduced capacity charges and other impact fees for various tiers of residential housing could allow for the development of those tiers, whereas current impact fee structures may be encouraging development of only one type of housing product.

Key Challenges / Risks

Like other options, a valid nexus or legally required reasonable relationship between the number of fixture units, bathrooms, and/or kitchens and the demand that that number of units places on the sewer system, would need to be documented through a study before changes could be made to the District's Sewer Code.

In 1976, the District elected not to count fixture units to determine EDUs because of the difficulty in enforcement. Determining the number of fixture units, bathrooms, and/or kitchens to assess the corresponding capacity charge would be difficult administratively. Tracking the number of fixture units, bathrooms, and/or kitchens over time to ensure the collection of additional capacity charges when due would be even more challenging. The District would have to rely on building permits from the City of Rocklin, Town of Loomis, and County of Placer to become aware of changes, increasing staff time, costs, and opportunities for error. Physical inspections of properties could also be required, which would involve additional staff time and expense, and would also be intrusive on property owners.

Like other options, the Partners have made efforts to assess EDUs for various uses in the same manner to ensure the costs for expansion of the treatment plants are equal amongst the Partners' customers. Unless the same mechanism is adopted by the other Partners, adjusting the EDUs assessed to differentiate residential uses based on fixtures may require

the District to track EDUs for regional capacity charges (i.e., SPWA treatment capacity) separate from EDUs for local capacity charges (i.e., collection system capacity). This would create another significant administrative burden for staff.

Financial Implications

The District would need to fund and conduct a flow and loads study to determine a correlation between the number of fixture units, bathrooms and/or kitchens in a residential unit and the impact on sewer capacity as a basis for the nexus study to make changes to the Sewer Code.

Reducing the EDU value assessed to various residential housing units based on fixture counts may result in pushing more of the cost for sewer expansion projects from one tier of residential housing units to another.

Staff Assessment

The District has not counted fixture units to determine the assessed number of EDUs for a customer and there is not a compelling reason to start. The 1976 District Revenue Program Report recommended against counting fixture units for commercial customers. The ratio between the District's residential customer EDUs and commercial customer EDUs is approximately 80%/20%. Using a fixture unit count method for residential customers would significantly increase the administrative burden and cost.

Counting the number of bathrooms and/or kitchens may be less cumbersome than counting fixture units. However, this method still poses several challenges, including increased administrative costs and a reliance on outside agencies for permitting information. This method may be worth considering further due to the potential benefit of refining the allocation of expansion costs across multiple housing products.

Recommendation – Count fixture units – DO NOT PURSUE

Count bathrooms and kitchens – FURTHER CONSIDERATION

Option B3 – Square Footage

Background

Some water agencies use the square footage of the residential lot to determine the capacity charges. This method is justifiable because of the demand landscape irrigation places on the water system. It should be noted that because landscape irrigation does not discharge to the sewer, using the lot square footage would not be an appropriate method for determining the impact on the sewer system.

The District currently incorporates square footage into the calculation of EDUs for commercial and industrial customers. In the absence of water use data, some agencies use metrics such as house square footage to further refine the charge for different residential customers.

Description

This option considers adjusting the calculation of EDUs for residential customers based on the gross square footage of the dwelling.

Potential Benefits

If demonstrated by a study, a reduction in the capacity charge per residential housing unit based on the house square footage may more closely align with the impact of differing house sizes. Reduced capacity charges and other impact fees for various tiers of residential housing could allow for the development of those tiers, whereas current impact fee structures may be encouraging development of only one size of housing product.

Key Challenges / Risks

A study has reported that using square footage as a basis for calculating wastewater flow is useful but appears to be limited, given that it only provides a slight increase in accuracy despite requiring a greater amount of data and assumptions. Like many of the other options presented in this report, ascertaining, tracking, and updating the square footage of every residential unit for customers would generate a significant initial and recurring administrative burden for staff.

Like other options, a valid nexus or legally required reasonable relationship between the square footage of various tiers of residential houses and the demand that those varying tiers place on the sewer system would need to be documented through a study before changes could be made to the District's Sewer Code. Demonstrating a strong nexus for this option may prove difficult as it would require isolating existing residential customers with similar square footages into groups large enough to conduct flow monitoring to support a flow and loads study.

Financial Implications

The District would need to fund and conduct a flow and loads study to determine a correlation between the square footage of a residential unit and the impact on sewer capacity as a basis for the nexus study to make changes to the Sewer Code.

Reducing the EDU value assessed to various residential housing units based on square footage may result in pushing more of the cost for sewer expansion projects from one tier of residential housing units to another.

Staff Assessment

Although a similar method of using the square footage of a parcel to determine impact fees for drinking water system is used by some agencies, staff recommend that this method of using building square footage not be pursued further since the challenges and risks far outweigh the slight gains in accuracy.

Recommendation – DO NOT PURSUE

Category C – Geographic Differentiation

Option C1 – Differentiate Infill vs. Expansion

Background

At least one other public agency in the region has established sewage collection system impact fees that differentiate between infill and expansion. The District explored this concept to examine whether using a similar approach might better align its capacity charges with the impact of various uses.

Description

This option differentiates the impact of development in “infill” areas and “expansion” areas. The agency is responsible for designating the status (i.e., “infill” or “expansion”) for every parcel within the agency boundary. Development that occurs within an area designated as “infill” pays a reduced impact fee. Infill development is charged less because it is presumed to occur in previously developed areas, using existing infrastructure, reducing the need to invest in new infrastructure. It is also a way to encourage denser development, use underutilized land, reduce urban sprawl, and preserve open space.

Potential Benefits

The District often receives questions and challenges over capacity charges related to development (usually commercial development and tenant improvements) within already established areas. Differentiating between infill development and expansion development would potentially result in a lower capacity charge per EDU for infill development.

Key Challenges / Risks

This option represents a significant change from current administrative practices. The District would have to develop a map that designates the status (i.e., “infill” or “expansion”) for every parcel within the District boundary. The effort to make the designation for every

parcel would require collaboration with the City of Rocklin, Town of Loomis, and Placer County and may expose the District to challenges from property owners that disagree with the District's designation. In addition to making the initial status designation for each parcel, the District would have to track and update the change in status over time as development continues.

Another significant challenge/risk would be to identify a nexus to support this approach to collecting capacity charges. The District would have to conduct a study analyzing the impact of various uses within "infill" and "expansion" areas to demonstrate a difference to justify the two capacity charges. This may prove difficult. The District's current SECAP identifies needed expansion projects (e.g., upsizing pipes) located within already developed (i.e., "infill") areas. This means that future growth upstream of infill areas and future growth within infill areas both impact the capacity of existing sewer infrastructure.

Financial Implications

Assuming that capacity charges for infill and expansion development would remain proportionate to the impact on the system regardless of the location, this option would maintain the revenue needed for sewer expansion projects.

Staff Assessment

Development of a particular use (e.g., residential, restaurant) has the same impact on the capacity of the sewer collection system regardless of the location (i.e., areas designated "infill" or "expansion"). This option does not appear to align with the circumstances of the District and would require significant effort to study to develop a nexus for differentiating capacity charges in this way.

Recommendation – DO NOT PURSUE

Option C2 – Differentiate Charges by Sewershed

Background

Sewer collection systems predominantly utilize conventional gravity flow to transport wastewater downslope to treatment facilities. Similar to the concept of a watershed, a sewershed is the geographic area from which all the sewers flow to a single endpoint or collection point. The District is generally divided into two major sewersheds, each corresponding to a separate regional treatment plant (i.e., Dry Creek and Pleasant Grove).

Description

This potential option for adjusting the capacity charge would associate the costs of sewer expansion projects with the sewershed in which they are located.

Potential Benefits

It is unlikely that the approach would result in the same capacity charge for both sewersheds in the District. The capacity charge in one sewershed would decrease, and the capacity charge in the other sewershed would increase for all categories of users.

Key Challenges / Risks

This option assumes that the capacity charge would be determined based on the two major sewersheds associated with the two regional treatment plants. Sewersheds can be broken down into very localized areas. Customers connecting to the sewer system may challenge how granular the District should (or should not) make capacity charges. Tracking the specific cost of capital improvements constructed to serve a parcel or small collection of parcels is not practical and would be administratively burdensome. It is also inaccurate and incomplete, as it does not take into account the broader impact of the improvements on the District collection system. It may also result in a situation where development projects within the District are separated by relatively small distances but may pay drastically different capacity charges.

The State and Regional Water Boards have encouraged the regionalization of sewer collection and treatment to capitalize on economies of scale to create sustainable systems to protect public health and the environment. Focusing the costs of expansion projects on smaller groups of customers could promote the decentralization of sewer collection and treatment, which is counterproductive to the Water Board's objectives.

Financial Implications

This option would maintain the revenue needed to construct capacity projects within the given sewershed. Tracking different capacity charges for each major sewershed would increase the staff time required to administer capacity charges but not in a significant way.

Staff Assessment

The District has always assessed charges and rates from customers on a consistent basis throughout the service area. The SPWA also does not differentiate its charges for treatment plant capacity between the two treatment plants. Due to the administrative challenges associated with this option and concerns about perceived fairness, staff recommend pursuing other options before this one.

Recommendation – DO NOT PURSUE

Category D – Revenue Substitution or Offsets

Option D1 – Use Other Unrestricted Revenue to Offset Capacity Charges

Background

There is a complex web of legal rules for collecting and using the types of revenues available to the District. Capacity charges for new development are legally restricted to funding sewer expansion projects necessitated by new growth. The District currently only uses revenue from capacity charges to fund sewer expansion projects.

Description

The option considers using other revenue sources to offset the amount of capacity charge collected from a property owner.

Potential Benefits

The capacity charge for new development or certain types of development (e.g., attainable housing) could be reduced.

Key Challenges / Risks

The State Legislature has enacted many complicated changes in local revenue over the past 40 years. The options available to local governments to raise revenue to provide services needed by their communities are limited. Committing revenue from other sources would reduce the District's flexibility in how it uses limited discretionary funds.

Financial Implications

All District revenue, apart from capacity charges, is currently used to fund the operations and maintenance of the District and to renew District assets when they reach the end of their service life. Diverting revenue away from these uses to offset the amount of the capacity charge for new development would likely require an increase in rates paid by existing customers.

To comply with Proposition 218, this option could not move forward until the District performs a rate study and cost of service analysis, since this option would likely result in a rate increase.

Staff Assessment

Overall, while feasible, this option would require substantial staff time, close coordination with legal counsel, and sustained effort through budgeting, while reducing flexibility in managing operations, maintenance, and asset renewal. It also shifts the costs of new development to existing customers.

Recommendation – DO NOT PURSUE

Category E – Alternative Charge Structures

Option E1 – Base Charge on Water Consumption

Background

While most agencies set flat rates for service charges, many agencies incorporate consumptive water use into their monthly sewer rates (e.g., winter water use for residential users and metered water use for commercial and industrial users). The approach of using water consumption data is more prevalent when setting recurring service charges and used less often to set capacity charges or impact fees.

Some agencies collect impact fees for commercial and industrial users based on the amount of flow discharged to the sewer collection system (e.g., gallons of flow based on maximum monthly discharge). This District's Sewer Code also allows for High Strength-High Quantity Commercial/Industrial Users to set capacity charges based in part on the quantity of flow. Very few agencies, if any, use water consumption data to set capacity charges for residential uses.

Placer County Water Agency (PCWA) provides drinking water service to the District's customers and maintains water use data. It is assumed that most District customers are PCWA customers, but some District customers may be served by wells or not a metered PCWA customer.

Description

The amount of flow that a user elects to discharge to the sewer collection system will vary from day to day and year to year. These flow patterns will vary from customer to customer and vary for the same customer across phases of life and phases of business. The best way to capture the cost of service for this varied use is through recurring service fees.

Capacity charges should be set based on what a customer can discharge to the system, not what they choose to discharge to the system. The sewer collection system is required to be constructed with sufficient capacity to convey the maximum possible discharge rate from customers.

This option explores using consumptive water use and/or water meter size to represent the capacity needed to serve various customer uses.

Potential Benefits

Water consumption is an imperfect proxy for wastewater flow. However, this option would have a strong nexus for setting fees and charges because it is one of the best sources of data available and demonstrates each customer's proportionate impact.

Key Challenges / Risks

One of the key challenges of this option would be the reliance on data from an outside agency. PCWA is an outstanding partner and well-run agency. However, creating a process to share data and link District accounts to PCWA meters will be time-consuming. Additionally, maintaining this process over time with appropriate quality control and quality assurance could place significant additional demands on staff from both the District and PCWA.

Financial Implications

This option would likely result in a significant increase in staff time both initially to coordinate data transfer protocol and program setup, and also over time to maintain processes. An agreement with PCWA would need to be created that would likely include costs to reimburse PCWA's staff time to support recurring data transfers. The potential impact of this option on revenue is unknown at this time and would require additional investigation.

Staff Assessment

This option will likely require a significant amount of time to properly investigate before making any changes to how capacity charges are collected. However, tying recurring service fees to consumptive water use is considered a "best practice" and should continue to be explored by staff. Staff may also discover a means to set capacity charges using water consumption data with further investigation.

Recommendation – Consumptive Use Capacity Charges – DO NOT PURSUE

Consumptive Use Service Charges – FURTHER CONSIDERATION

Category F – Policies

Option F1 – Transfer Previously Paid Capacity Charge(s)

Background

The District determines the Equivalent Dwelling Units (EDUs) for commercial and industrial customers in accordance with the methods outlined in Chapter 2 of the District's Sewer Code. Commercial and industrial customers are required to pay capacity charges for the determined number of EDUs at the initial time of connection to the sewer system and immediately upon completion of any future alteration or change of commercial or industrial use. The District's Sewer Code dictates that EDUs stay with a parcel in perpetuity. The EDUs are tracked by sewer application and assessor parcel number (APN).

Description

There may be situations where a property owner has paid the capacity charge associated with the determined EDUs but moves to another property/parcel and desires to apply those EDUs to the new property/parcel. This option allows for a transfer of EDUs under certain conditions to offset the EDU determination and accompanying payment of capacity charges.

Potential Benefits

This option provides flexibility to commercial and industrial property owners to allow existing tenants to move from one property to another without having to pay additional capacity charges.

Key Challenges / Risks

Implementing this option would place additional demands on District staff to create a process to approve and track the transfer of EDUs from one parcel to another.

Financial Implications

This option may result in the transfer of EDUs between commercial or industrial properties but would not result in a loss in revenue to fund sewer expansion projects.

This option would not have an impact on the District's revenue from monthly service charges accumulated in the District's Operating Fund, because the charges would be collected from another parcel.

Staff Assessment

The District Board of Directors adopted Policy 3163 on March 5, 2026, allowing for the transfer of EDUs between commercial and industrial properties within certain limitations.

Status – COMPLETED

Option F2 – Commercial / Industrial Capacity Charge Reconciliation Policy

Background

The District conducts regular inspections/audits of commercial and industrial customers to determine the use, as defined in the District's Sewer Code, of the space(s) within each structure. The District also reviews tenant improvement plans when changes in use or alterations occur to an existing structure. In both the commercial inspection/audit and tenant improvement processes, staff determine the number of EDUs and the corresponding amount of capacity charges due based on current use(s).

At times, a discrepancy exists between the number of EDUs paid for a property and the number of EDUs that are due based on the current use(s). In some cases, the discrepancy is due to reasons beyond the control of the property owner (e.g., changes in ordinances and changes in documentation processes over time).

Description

This option authorizes the General Manager to apply EDU credits in lieu of payment of capacity charges for commercial or industrial accounts within prescribed parameters to reconcile discrepancies between the amount of capacity charges paid and the amount of capacity charges due.

Potential Benefits

The assessment of EDUs for commercial and industrial accounts can be challenging under certain circumstances (e.g., long-term customers whose accounts predate changes in ordinances or documentation procedures). This option would provide the General Manager with discretion when assessing capacity charges that are due.

Key Challenges / Risks

Implementing this option would place additional demands on District staff to create a process to review specific circumstances against defined criteria and document any resulting EDU credits given to reconcile an account.

Financial Implications

Implementation of this option would likely result in credits to the EDU balance associated with some commercial or industrial properties. The granted value of these credited EDUs would be lost revenue in the District's Expansion Fund for sewer expansion projects.

Implementation of this option would not affect revenues generated from monthly service charges allocated to the District's Operating Fund.

Staff Assessment

The District Board of Directors adopted Policy 3161 on April 3, 2025, authorizing the General Manager's discretion to apply EDU credits to commercial or industrial properties within the limitations contained within the policy.

Status – COMPLETED

Option F3 – Deferred Payment of Capacity Charges

Background

The District requires the payment of capacity charges at the time a project/property connects to the District's sewer collection system.

Description

The applicant for sewer services for any project/property that meets the prescribed criteria may request that the capacity charges, which would be due to the District, be paid through a deferred payment plan over time.

Potential Benefits

In certain instances, the payment of capacity charges places a significant burden on the development potential of an individual project. This option allows project applicants to make payments of the capacity charge over time.

Key Challenges / Risks

Implementing this option would place additional demands on District staff to create a process to approve applicants and track the payment of capacity charges over time. The risk of non-payment is minimal since delinquent fees and charges are placed annually on the county tax roll.

Financial Implications

This option will likely have a revenue neutral impact to the District. The interest rate for repayment offered by the District will be at normally available commercial financing rates and more than the District typically obtains through the current District investments.

Staff Assessment

The District Board of Directors adopted Policy 3350 on November 5, 2015, authorizing the short-term deferral of the payment of capacity charges.

Status – COMPLETED

Item 6.3

SOUTH PLACER MUNICIPAL UTILITY DISTRICT STAFF REPORT

To: Board of Directors
From: Chad Stites, Superintendent
Cc: Eric Nielsen, General Manager
Subject: Headquarters Space Planning Overview
Date: May 7, 2026

Overview

The South Placer Municipal Utility District's (District) Headquarters Building was originally completed in 2008. The building was repaired in 2016 to address structural damage from a vehicle accident. More recently, the District completed the Corporation Yard Building Addition and Tenant Improvement Project, constructed by Landmark Construction, which included a lobby addition and remodel to enhance security in the Headquarters Building.

As part of the ongoing assessment of current and future operational requirements, the District entered into an agreement with RMW Architecture and Design in September 2025. The Superintendent met with all impacted staff to develop a comprehensive list of improvements that would enhance departmental workspaces and/or improve the functionality of underutilized spaces. This information was provided to RMW, who then developed design concepts responsive to the identified needs.

Some of the items that staff requested for RMW to incorporate into the design were the creation of two additional office spaces for the Associate Engineer and Management Analyst, a separate supply closet and janitorial closet, improved functionality and expanded use of the existing Board Room and open office spaces, and improved sound dampening.

The design that was favored by staff satisfies the essential requirements of both the Administrative Services Department and the Technical Services Department while carefully examining the value and scope of the project.

Recommendation

This report is an informational item to update the Board on the design for the Headquarters Space Planning Project.

Strategic Plan Goals

This action is consistent with the District's Strategic Plan Priorities:

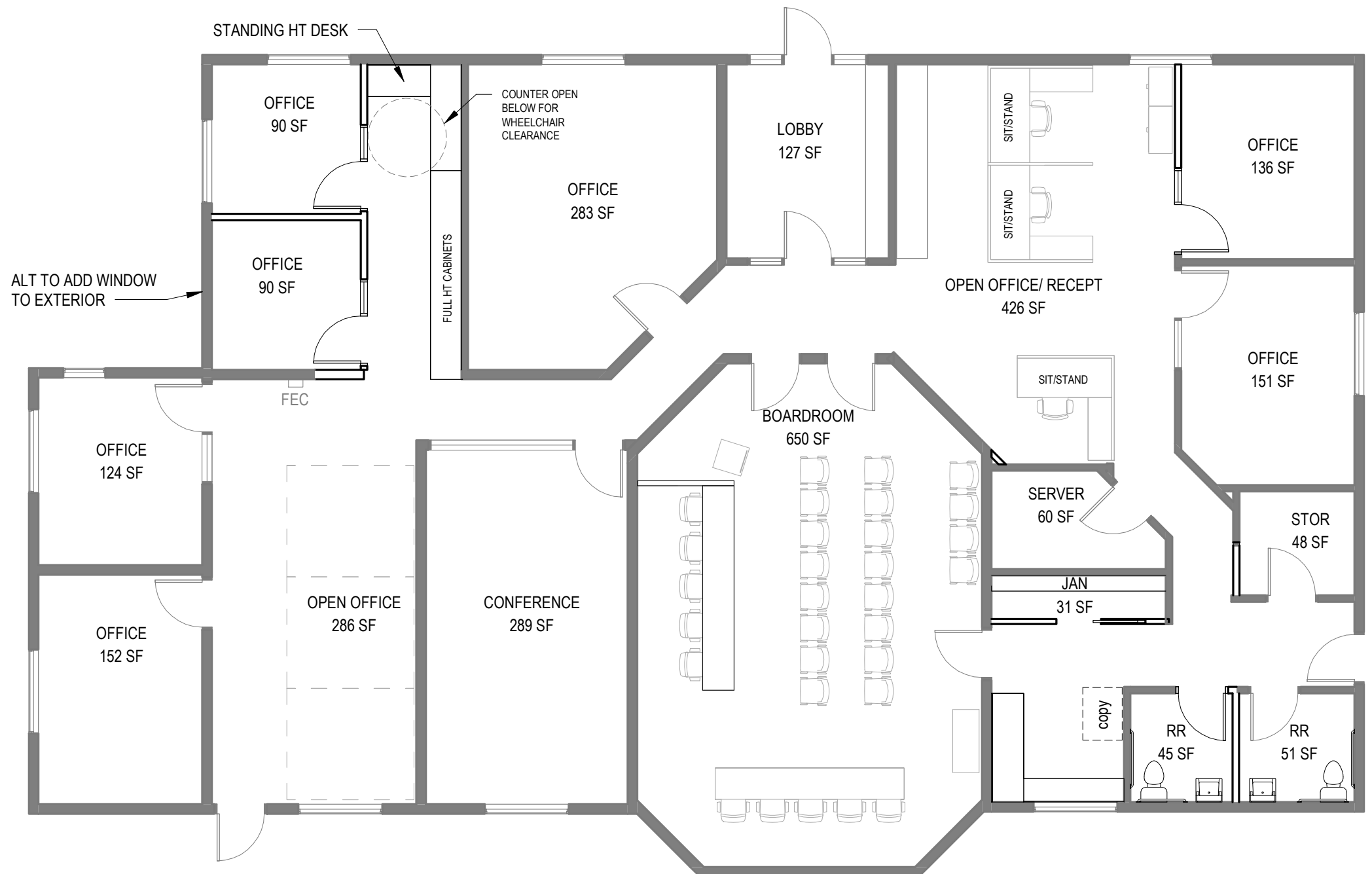
- Prepare for the future and foreseeable emergencies
- Leverage existing and applicable technologies to improve efficiencies
- Make SPMUD a great place to work

Fiscal Impact

The design firm, RMW, does not provide construction cost estimates. Staff are working to obtain this information so that a project timeline can be developed and staff can appropriately budget for the project.

Attachments

1. Floor plan concept from RMW



- LEGEND**
- EXISTING PARTITION / CONSTRUCTION
 - NEW PARTITION
 - CONSTRUCTION TO BE DEMOLISHED

FLOOR 1 SPACE PLAN - OPT 2

1/8" = 1'-0"

1

Item 7.2

GENERAL MANAGER REPORT

To: Board of Directors

From: Eric Nielsen, General Manager

Date: May 7, 2026

Subject: General Manager Monthly Staff Report – April 2026

1. STATUS UPDATE - 2026 GENERAL MANAGER GOALS

The table below summarizes progress towards the General Manager’s goals.

Goal	Description of Activity	Deadline	Status
Cybersecurity Plan	Writing the document	SEP	On track
Asset Management Plan	Phase I - Data connectivity, renewal criteria, updated cost projections	DEC	Schedule Change *
Changes to Capacity Charges	Conduct at least two Fee & Finance Advisory Committee meetings	MAR	Complete
	Board workshop on efforts to date	MAY	On track
	Adopt potential revisions	SEP	On track
Adopt MOU with Local 39	Adopted March 5, 2026	APR	Complete
Adopt Benefits Resolution	Resolution on May board agenda	JUN	On track

* Schedule Change – The initial plan was to produce the Asset Management Plan document by the end of 2026. While working through the project plan and schedule, the timeline was updated to split the project into three phases. The first phase will be completed by December 2026. All three phases will be completed by December 2027.

2. TIME ALLOCATION

The following summary reflects how the General Manager’s time was generally allocated during the month.

Governance, Board, and Legal Support – (35%)

Preparing the report on potential changes to the District’s capacity charge for the May board meeting was a significant effort during April. Two advisory committee meetings were held in April. The Fee & Finance Advisory Committee met on April 10 to review budget priorities in preparation for the June budget workshop. The Infrastructure Advisory Committee met on April 17 to discuss ongoing and upcoming projects. The General Manager also worked with General Counsel to research the requirements of Senate Bill 330 and met with a project applicant to discuss the application of the requirements of SB 330 as it pertains to the payment of capacity charges.

Efforts to coordinate the implementation of SB 330 requirements with land use authorities (e.g., the City of Rocklin) are ongoing.

Strategic Leadership & Administration – (25%)

This time includes regularly scheduled and ad hoc meetings with managers to discuss and support various efforts and projects. The General Manager and District Engineer met with counterparts from partner agencies of the South Placer Wastewater Authority (SPWA) to review the results of recent studies on biosolids handling and capacity assessments for both treatment plants. The studies outline the timing of multiple expansion projects to ensure sufficient capacity for planned growth.

Professional Development – (15%)

The General Manager attended the California Special District Association (CSDA) Legislative Days on April 7 and 8. Representatives from special districts across California met to engage with their elected representatives to discuss proposed legislation that impacts special districts. CSDA’s legislative priorities include bills related to housing and labor. The General Manager also attended a CSDA training on Supervisory Skills on April 20 as part of the Special District Leadership Foundation (SDLF) Essential Leadership Skills program.

External Affairs & Public Relations – (10%)

The General Manager presented information about District services and capacity charges to the Rocklin Chamber of Commerce Government Relations Committee at its April 1 meeting. Attendance at the meeting was lower than usual likely due to spring break, but the questions during the presentation were thoughtful and led to a productive conversation. The General Manager attended the North State Building Industry Association (NSBIA) Builder/Developer Council Meeting on April 15.

Labor Relations & Human Resources – (5%)

The General Manager worked with staff to follow up on the processes and forms required to implement the Memorandum of Understanding with Local 39. This included time working through the process to set up the retiree health savings accounts with MissionSquare. The notice to proceed for the professional services to prepare the 2026 Salary Survey was given. The General Manager also participated in recruitment efforts (e.g., posting, interviewing) for the Associate Engineer position.

Leave – (10%)

3. PURCHASE ORDERS/CONTRACTS INITIATED UNDER THE GENERAL MANAGER’S AUTHORITY

PO Req#	Date	Vendor	Description	Amount
REQ-0515	04/10/26	Que Consulting	2026 Salary Survey	\$14,000.00
REQ-0517	04/22/26	Helix Labs	Lift Station Enzymes	\$5,211.96
REQ-0518	04/28/26	MacLeod Watts	Actuarial Services for FY26 & FY27	\$14,690.00

4. LONG RANGE AGENDA

June 2026

- FY 2026/27 Budget Workshop
- Adopt FY 2026/27 Fee Schedule, Fine Schedule, and Schedule of Values
- Delinquent Account Assignment
- AB 2561 Annual Vacancy Rates, Recruitment, and Retention Report
- Report on SPWA Board Meeting

July 2026

- Adopt FY 2026/27 Budget
- LAFCO Annexations

August 2026

- Quarterly Investment Report
- OPEB Funding Update
- System Evaluation and Capacity Assurance Plan

September 2026

- Quarterly Investment Report
- Potential Capacity Charge Revisions
- Report on SPWA Board Meeting

5. DEPARTMENT REPORTS

Attached are the monthly status reports from the District's three departments for the Board's information:

- A. Administrative Services Department,
- B. Field Services Department, and
- C. Technical Services Department.

The Department Managers are prepared to answer questions from the Board.

Item 7.2.1

ITEM VII. ASD REPORT

To: Board of Directors

From: Emilie Costan, Administrative Services Manager

Cc: Eric Nielsen, General Manager

Subject: Administrative Services Department Monthly Report

Board Date: May 7, 2026

Payroll and Administrative Updates

The Administrative Services staff have been working to incorporate changes that are required from the recently adopted Memorandum of Understanding between SPMUD and Local 39. This includes working with MissionSquare to set up the Retiree Health Saving Accounts for employees.

Fee & Finance Committee Meeting

The Administrative Services Manager attended the Fee & Finance Advisory Committee meeting on April 10, 2026, and provided an update on the budget priorities for Fiscal Year 2026/27.

Reinvestment in New Long-Term Fixed-Income Security

On April 22, 2026, the General Manager and Administrative Services Manager worked with Wells Fargo to reinvest \$3.75 million from a recently matured fixed-income security and other dividends into a new \$4 million fixed-income security with a coupon rate of 4.05 and yield of 3.981% that matures April 1, 2031.

2026/27 Budget Preparation

The Administrative Services Manager prepared and distributed the budget worksheets and salary and benefit projects for each of the three departments. These worksheets are used in the creation of the proposed budget documents presented to the Board at the June Board meeting.

Associate Engineer Recruitment

The Administrative Services Manager participated in interviews for the Associate Engineer position on April 22, 2026.

April Monthly Investment Transactions per GC \$53607

DEPOSITS, TRANSFERS, OR WITHDRAWALS

CalTRUST:	None	Wells Fargo:	None
CA CLASS:	None	Five Star MM:	None
LAIF:	None	CEPPT:	None
Placer County:	None		

Item 7.2.2

ITEM VII. FSD REPORT

To: Board of Directors
From: Chad Stites, Superintendent
Cc: Eric Nielsen, General Manager
Subject: Field Services Department Monthly Report
Meeting Date: May 7, 2026

Department Overview

This section provides the Board with an update on the news and major tasks from the Field Services Department (FSD).

1. Supervisory Control and Data Acquisition (SCADA) Replacement

- a. Weekly meetings with the contractor/integrator (Telstar), engineering/construction management services (Carollo), and the District are continuing.
- b. All work will be completed on or before June 30, 2026.

Reporting

This section provides the Board with an overview of the Field Services Department operations and maintenance activities through 3/31/2026. The work listed is not all-inclusive.

1. Lost Time Accidents/Injuries (OSHA 300)

- a. Zero (0)
 - i. 3435 days (9.7 years) without a Lost Time Accident/Injury
- b. Workers' Compensation Claims over the last twelve (12) months
 - i. Three (3)

2. Safety/Training/Professional Development

- a. Field Services employees participated in training for the following:
 - i. Glove Safety
 - ii. Head Protection
 - iii. Forklift Certification (Hands-on and Classroom)
 - iv. Pesticide / Hazard Communication / Chemical Labeling
 - v. Aerial Lift (Tailgate)
 - vi. Reasonable Suspicion Training - Drugs
 - vii. Reasonable Suspicion Training - Alcohol
- b. Total Training Hours for March = 88

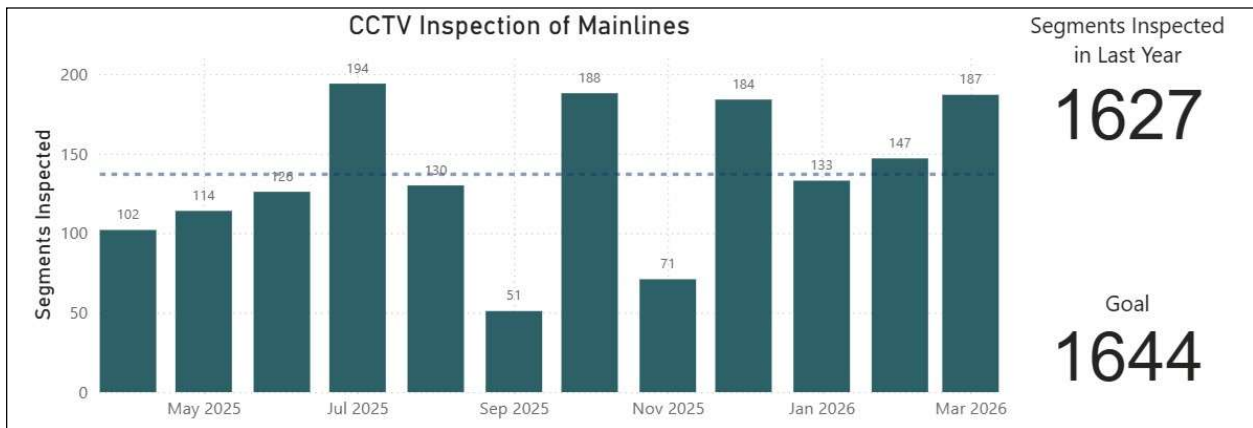
3. Customer Service Calls

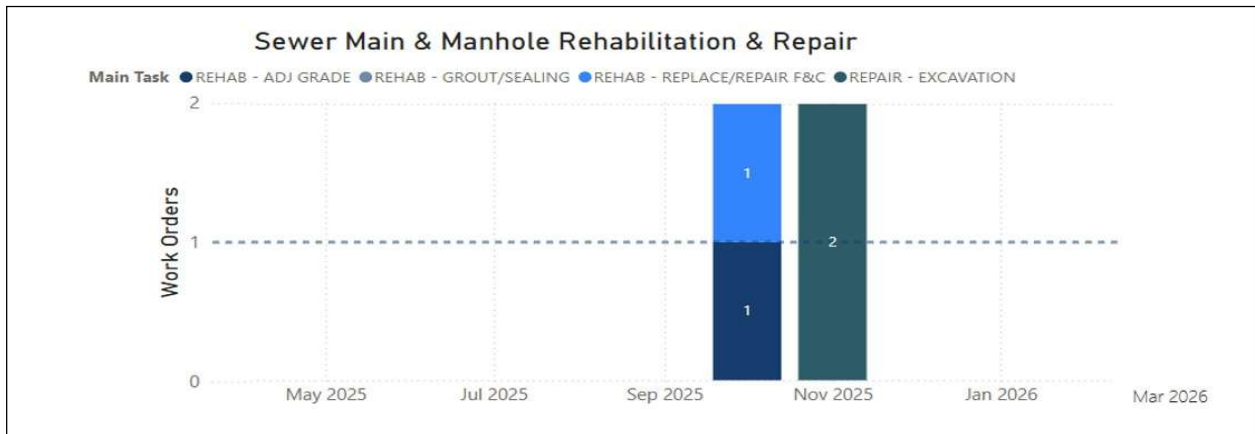
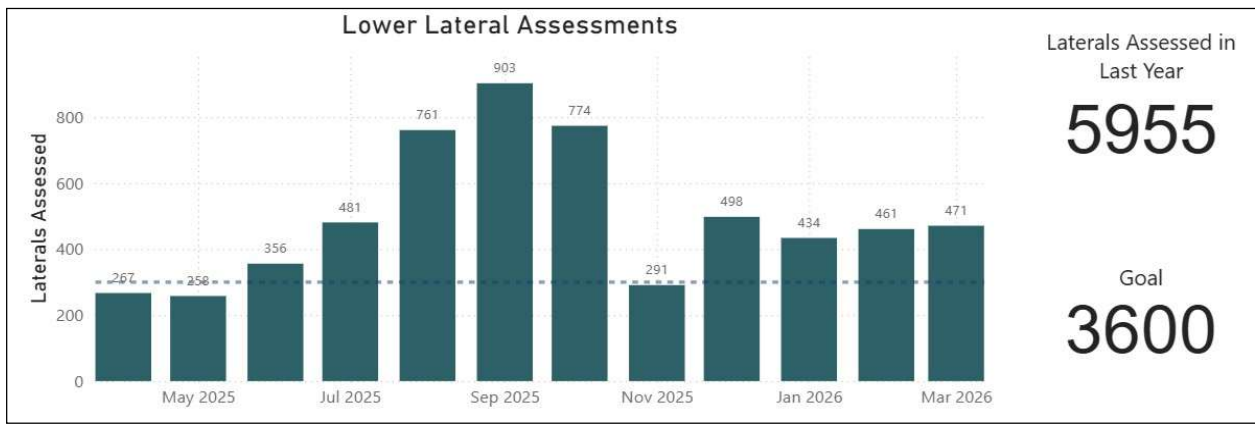
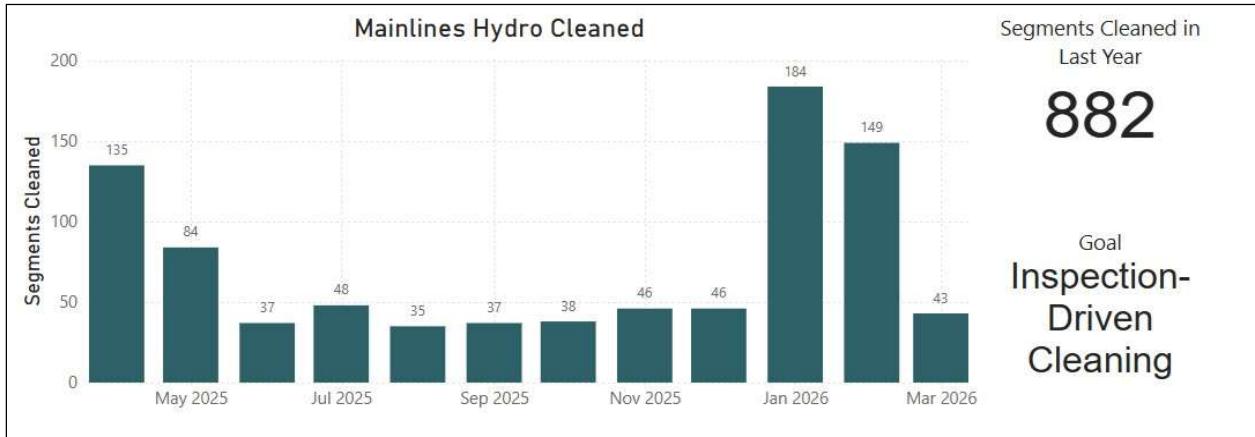
Response Time Goals over the Last 12 Months			
	Goal	Average	Success Rate
During Business Hours	< 30	19	95%
During Non-Business Hours	< 60	38	

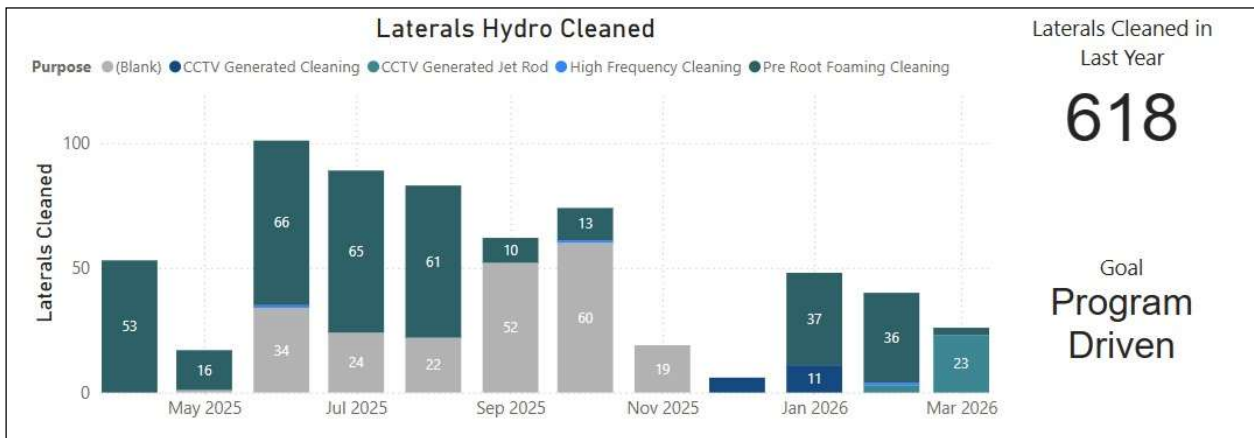
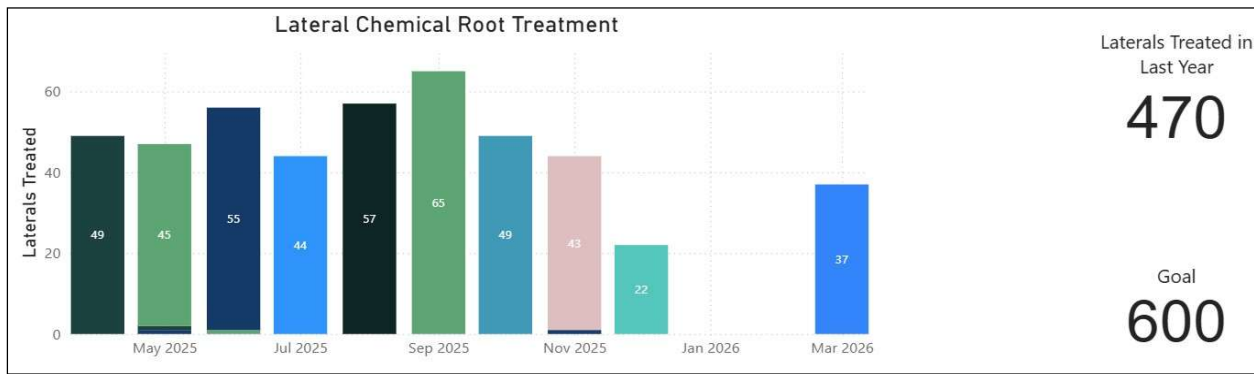
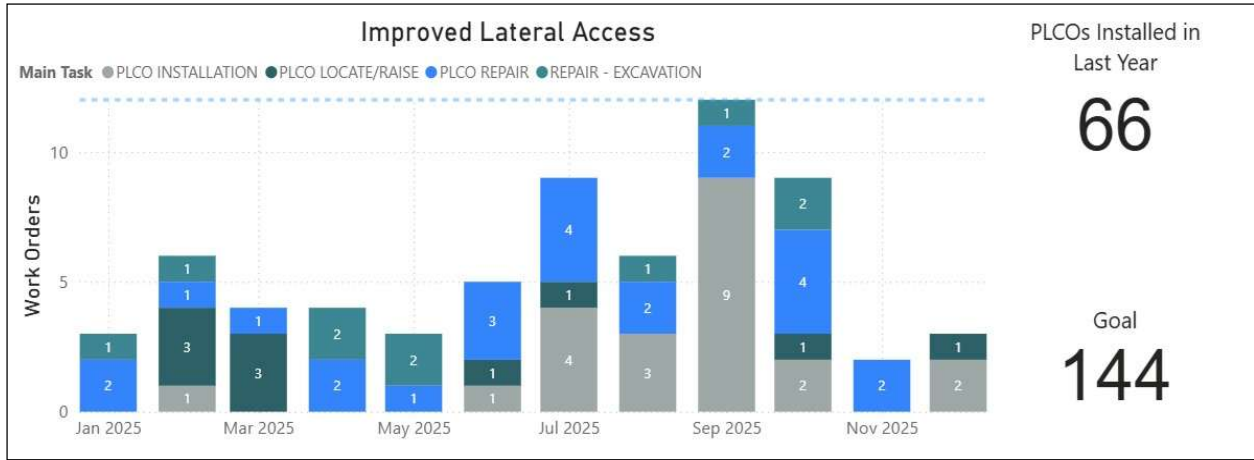
Service Calls - March							
Responsibility	Spill	Stoppage	Odor	Alarm	PLSD	Misc	Total Service Calls
SPMUD Responsibility				1			12
Owner Responsibility		3			3	1	
PCWA Responsibility						2	
N/A						2	

4. Production

- a. The information provided below shows the work performed in key areas of focus. It does not represent all the work completed in the department.







Item 7.2.3

ITEM VII. TSD REPORT

To: Board of Directors

From: Carie Huff, District Engineer

Cc: Eric Nielsen, General Manager

Subject: Technical Services Department Monthly Report

Board Date: May 7, 2026

TSD Updates:

- The District Engineer and Engineering Technician participated in a meeting with the City of Rocklin and a local car dealership regarding installation issues with the sand/oil separator as part of their tenant improvement on March 25th.
- The District Engineer and Lead Inspector completed the second part of Reasonable Suspicion Training on March 25th.
- The District Engineer and Engineering Technician participated in the monthly Monument Springs Bridge meeting to discuss the status of the project on April 1st.
- The General Manager and District Engineer participated in a scoping meeting with WaterWorks Engineers for the District's Asset Management Plan on April 1st.
- The District Engineer participated in the bimonthly development coordination meeting with the City of Roseville and Placer County on April 2nd.
- TSD staff participated in the all-hands meeting on April 9th.
- The General Manager, District Engineer, and Administrative Services Manager participated in the Fee and Finance Advisory Committee meeting to discuss budget priorities and capacity charges on April 10th.
- TSD and FSD staff met with a property owner in Newcastle regarding issues with the public and private sewer system that traverses their property on April 13th.
- A District Inspector attended Asbestos Training on April 14th. The other inspectors are scheduled to attend the training throughout the year.
- TSD staff hosted the virtual utility coordination meeting on April 15th.
- The District Engineer and Engineering Technician attended a meeting with Cresleigh Homes and their engineer to discuss sewer design requirements for a multi-family development off Granite Drive on April 15th.
- The General Manager and District Engineer participated in a meeting with the District's General Counsel regarding ongoing coordination items on April 15th.

- TSD and FSD staff discussed upcoming development projects to coordinate requirements and discuss potential solutions on April 16th.
- The General Manager and District Engineer participated in the Infrastructure Advisory Committee meeting to discuss project updates, the Asset Management Plan status, and the Inflow and Infiltration Study status on April 17th.
- The General Manager and District Engineer attended the Regional Partner Meeting on April 17th to discuss the SPWA Capacity Analysis and Biosolids Project Findings.
- The District Engineer and Engineering Technician participated in a meeting with the City of Rocklin's City Engineer and Associate Engineer regarding upcoming City projects to assist with the District's budget preparation on April 20th.
- The General Manager, District Engineer, and Administrative Services Manager conducted an interview for the Associate Engineer position on April 21st.
- The District Engineer and Engineering Technician participated in the monthly Monument Springs Bridge meeting to discuss the status of the project on April 22nd.
- The District Engineer and Engineering Technician attended a meeting with the City of Rocklin, a developer, and their engineer regarding the District's access road and fence/gate requirements for the University Apartment project in Rocklin on April 29th.

PCWA / Newcastle Construction Cooperation Project:

Construction of the sewer improvements at the top end of Buena Vista are complete, and work on Old State Highway began on April 13th. Some rock and groundwater have been encountered on the Old State alignment, and staff continue to work with the contractor to address these issues. Placer County allowed the closure of Old State Highway during construction based on the alignment location in relation to the roadway width.

District staff continues to coordinate with PCWA to maneuver the administrative process of working under the PCWA contract.

Local Agency Formation Commission (LAFCO)

TSD staff is working through annexation of the properties that are currently served by the District through out-of-area service agreements. Staff is preparing the application for board review, which is anticipated by July.

FOG Control Program

New Development Projects/Tenant Improvements

A new food service establishment that successfully completed the District's Tenant Improvement process opened for business in March. District staff contacted the owner to review FOG Program requirements, including grease control device maintenance and reporting obligations.

Inspections

Excessive food debris observed during a core sample inspection is typically indicative of inadequate Best Management Practices (BMPs) and/or improperly installed or missing equipment at floor sinks and drains.

The grease control device (GCD) associated with the non-compliant core sample serves multiple food service establishments. As a result, District staff conducted three separate kitchen inspections to identify the source of the issue.

During two of the inspections, staff observed missing or inadequate strainers on multiple floor sinks and a trough drain. Without proper strainers, food debris can enter the grease waste system and accumulate in the GCD.

District staff discussed these findings with the respective General Managers and ownership. The required strainers were ordered and subsequently installed. Photo confirmation of the completed corrective actions was provided to the District via email.

Enforcements

Warnings of Non-Compliance that were issued in the previous month to two food service establishments located on Sunset Boulevard and Five Star Boulevard have been successfully resolved.

Both locations were cited for missing inlet tees, which impaired proper GCD function. One establishment responded promptly and retained a licensed plumbing contractor to complete the repair. The second establishment responded after follow-up contact from District staff.

In both cases, District staff conducted site visits and verified that the inlet tees had been properly installed, restoring functionality and resolving the enforcement actions.

Training

The District's FOG Inspector attended a SwiftComply training event in San Jose. SwiftComply is the District's software used for reporting and monitoring grease control device maintenance and compliance. The training highlighted additional tools and features within the platform that may enhance program efficiency and oversight. It also provided an opportunity for direct engagement with SwiftComply staff, including the company's founder, to discuss system functionality, user experience, and potential improvements.

Industrial Pretreatment

The District participated in meetings with the City of Roseville Industrial Waste Division regarding updates to their new program implementation, which is still under review by their legal department. Staff also discussed an existing permitted industrial user located within the District's service area. This existing permitted user requested to increase their discharge to the District's sewer system. District staff confirmed through modeling efforts that capacity is available, but the additional capacity charges will dictate whether they move forward. In addition, the City of Roseville will begin processing their industrial permit in coordination with the District.

The District will continue to coordinate with the City of Roseville as needed to support compliance to protect public assets.

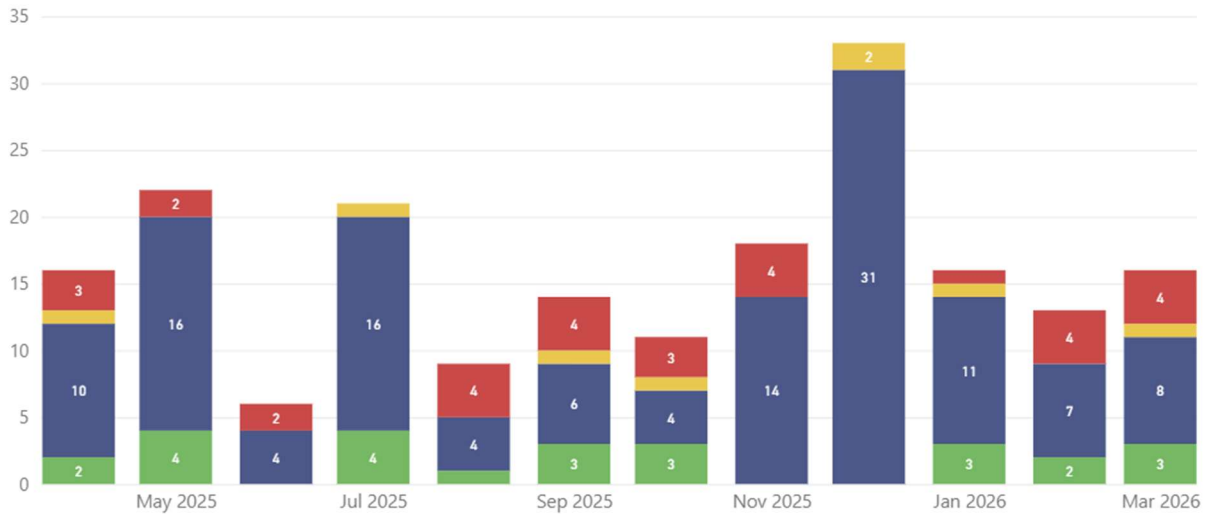
Department Performance Indicators

The following charts depict the efforts and performance of the department in the following areas of work as of March 31, 2026. The charts are created in a reporting tool that directly connects to the District's data, improving the timeliness of reporting efforts and leveraging the District's

investment in technology. Additional charts may be added in the future for other areas of work in the department.

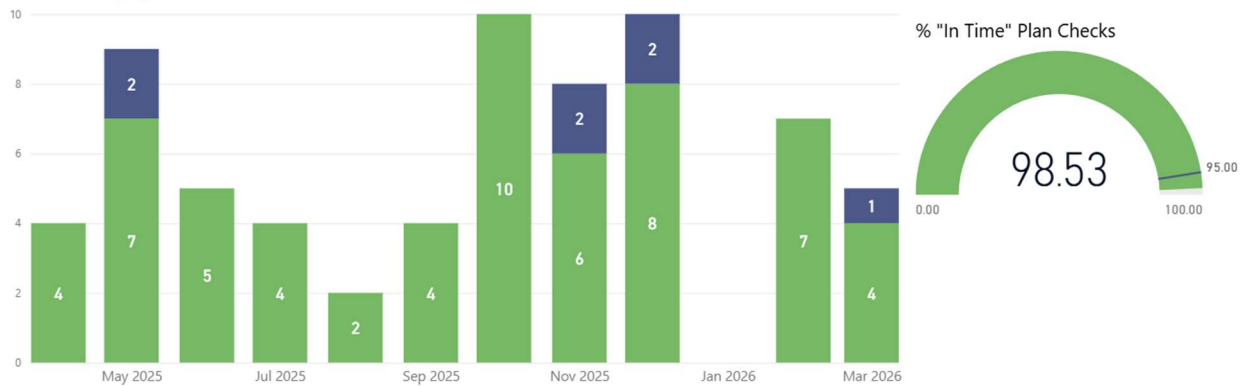
Sewer Permits - Completed - Monthly Totals

Permit Type: ● Accessory Dwelling Unit (ADU) ● New Primary Dwelling ● Other ● Repair

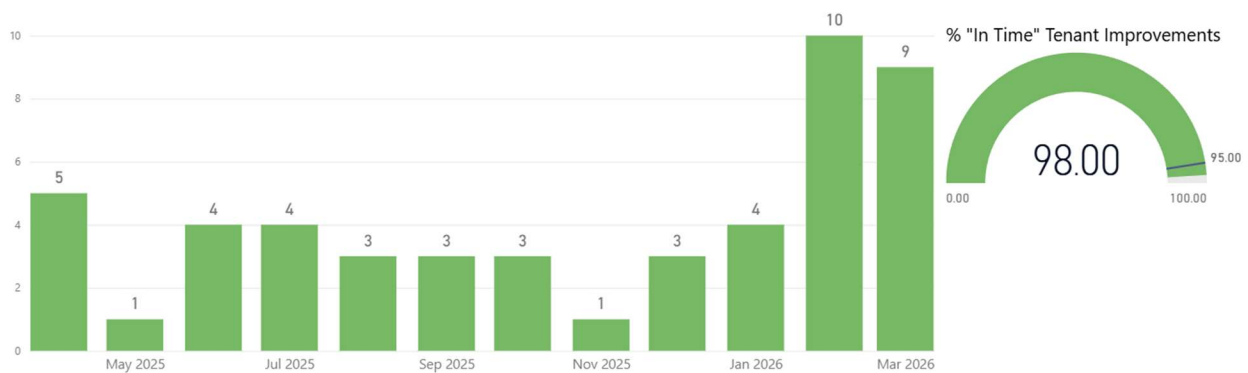


Plan Checks Completed - Monthly Totals

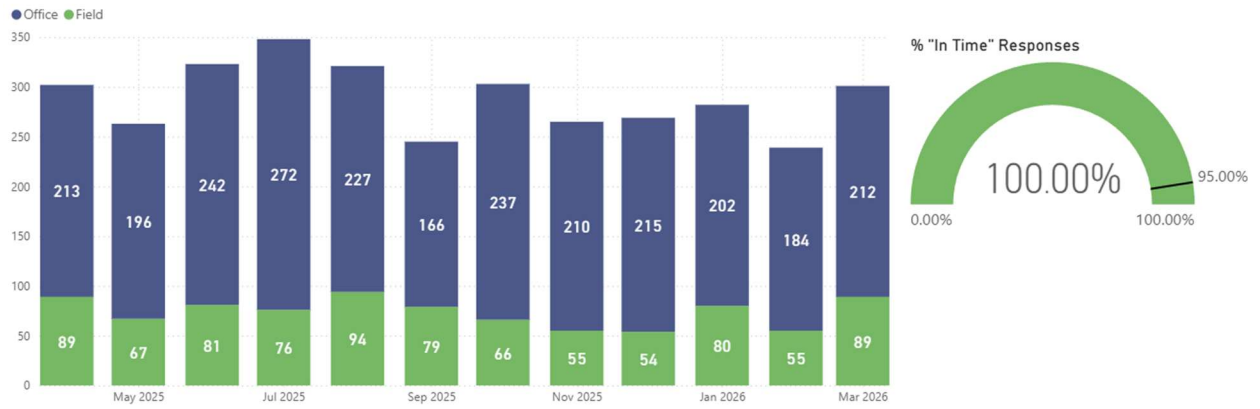
● Plan Checks ● Sign Plans



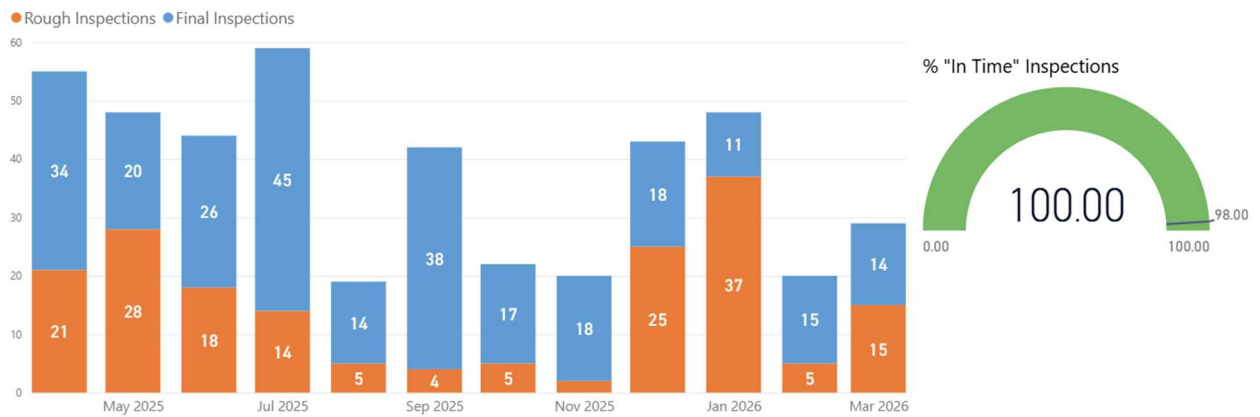
Tenant Improvement Reviews Completed - Monthly Totals



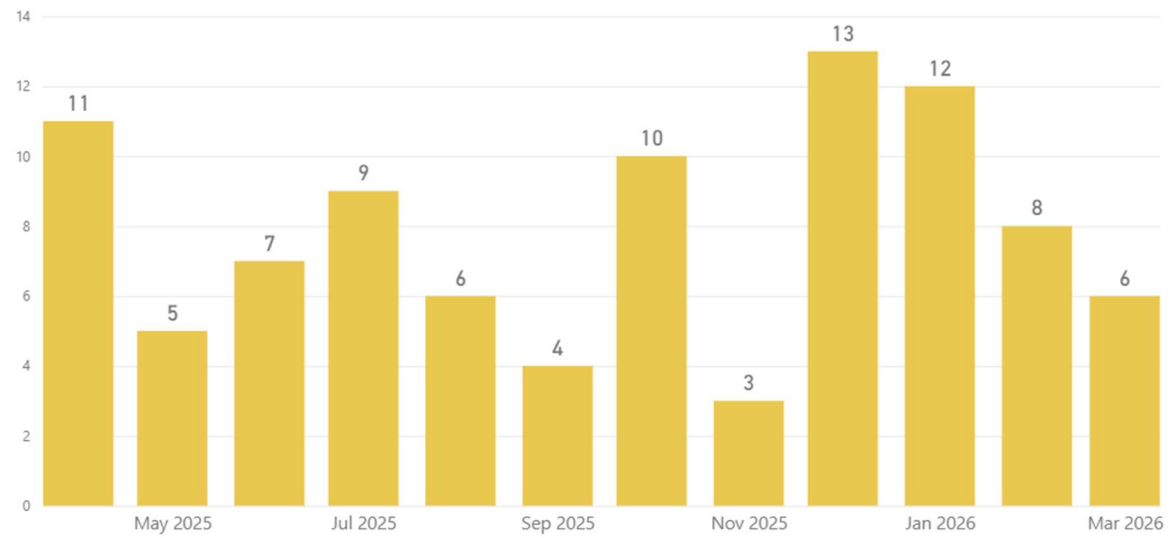
811 Responses



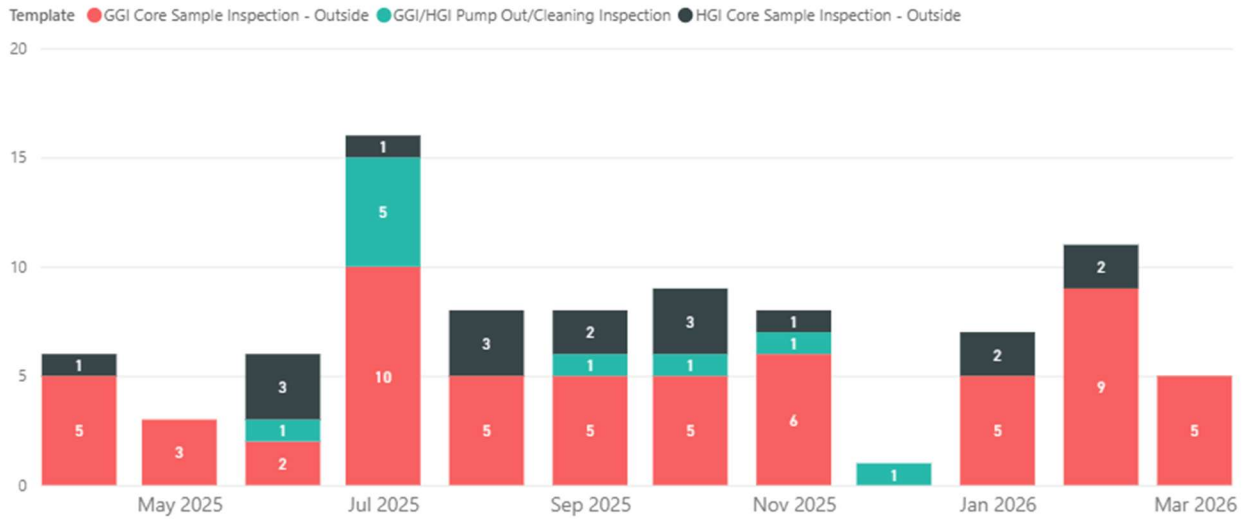
Building Sewer Inspections - Monthly Totals



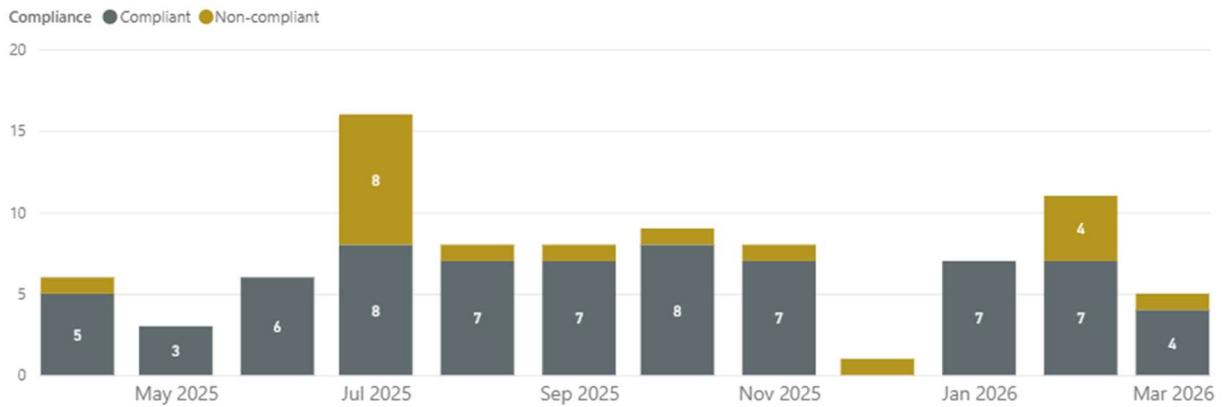
FOG Pickups - Monthly Totals



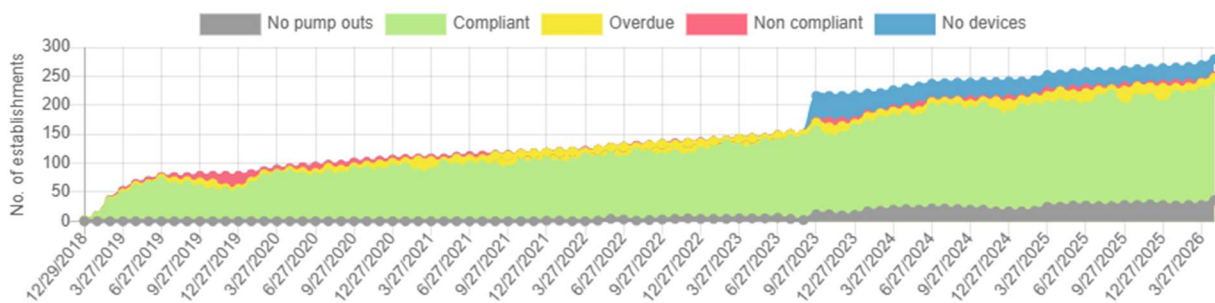
Grease Control Device Inspections



Grease Control Device Inspection Results



FOG Compliance History



SwiftComply updated the program to include facilities that do not have a grease control device. This blue area indicates food service establishments that either have no devices or have not been investigated or inspected yet.