

# **ATTACHMENT 1**

## **STATEMENT OF WORK**

### **WATER WELL SYSTEMS MAINTENANCE SERVICES**

**RFSQ No. 710-SH**

# WATER WELL SYSTEMS MAINTENANCE SERVICES

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## **1.0 SCOPE OF WORK**

- 1.1 The Los Angeles County (County) Sheriff's Department (Department) requires the services of Qualified Contractors that can provide Water Well Systems Maintenance Services (Services), on an as-needed basis. Contractor must provide all necessary supervision, labor, tools, equipment, raw material, supplies, and all other items or Services necessary to perform routine and emergency Services.
- 1.2 Contractor must be licensed/qualified and capable of performing duties specified in Paragraph 2.0 (Specific Work Requirements) of this Statement of Work (SOW) and any fully executed Work Order.
- 1.3 No Work will be performed under the Master Agreement except in accordance with a fully executed Work Order issued pursuant to Paragraph 3.0 (Work) of the Master Agreement.
- 1.4 Services are to be provided for the water well systems located at the following three Department locations:
  1. Pitchess Detention Center  
29380 The Old Road  
Castaic, California 91384
  2. Mira Loma Detention Center Jail  
45100 60<sup>th</sup> Street West  
Lancaster, California 93634
  3. Barley Flats  
1 Barley Trail  
Barley Flats Road Angeles National Forest  
La Canada Flintridge, California 91011

## **2.0 SPECIFIC WORK REQUIREMENTS**

- 2.1 The three water well systems listed in Paragraph 1.4 above, include, but are not limited to, a total of 11 water wells and nine booster pumps. The Department reserves the right to add or delete the number of water well systems throughout the term of the Master Agreement at the discretion of the Sheriff in accordance with Paragraph 8.1 (Change Orders and Amendments) of the Master Agreement.
- 2.2 At the initial set-up for pulling a well or pump, Contractor must perform a lockout/tag-out of the electrical and hydraulic equipment. Contractor must notify County Project Director of any lockout/tag-out performed and place a tag on the effected equipment.

- 2.3 Contractor must provide all necessary supervision, labor, equipment, tools, raw material, supplies, and other items or Services necessary to perform all Work, including, but not limited to:
- a. Water well system maintenance, inspections, and services,
  - b. Water well and pump removal, repairs, maintenance and installations,
  - c. Water well drilling,
  - d. Water well electrical and communications components installations and repairs,
  - e. Water well performance testing,
  - f. Water well casing cleaning/repairs and installation,
  - g. Water well system video inspection surveys,
  - h. Water treatment equipment repairs, components and installations, and
  - i. Chemical disinfecting, cleaning and treatment services, and/or repairs Services on various types of pumps and water well systems equipment, as applicable.
- 2.4 Contractor must repair and provide Services to water well or pump stations/equipment including:
- a. Natural gas or diesel run engines,
  - b. Generators,
  - c. Appurtenances, and
  - d. Parts including, but not limited to, radiators, starters, water cooling pumps, gear drives, etc.
- 2.5 Contractor must repair or replace isolation valves and components, including, but not limited to:
- a. Line shafts,
  - b. Bearings,
  - c. Housing/frame,
  - d. Stem nut,
  - e. Case threads, and
  - f. Motor and valve control actuators and all other components of the water well systems, as needed.

- 2.6 Contractor must perform installation, repair, or replacement Services for any one or more of the following:
- a. Well, motor, or pump units:
    - i. Submersible,
    - ii. Vertical turbine,
    - iii. Booster,
    - iv. Horizontal split case, and/or
    - v. Well turbine.
  - b. Repairs to all pumps may include, but are not limited to:
    - i. Line shafts,
    - ii. Bearings,
    - iii. Right-angle-gears,
    - iv. Housing/frame,
    - v. Column pipe,
    - vi. Complete rebuild of pump/motor unit,
    - vii. Motor rewinding,
    - viii. Seals,
    - ix. Impellers,
    - x. Rotor shaft,
    - xi. Power/control cable attachments,
    - xii. Thermal/moisture sensors, and
    - xiii. All other appurtenant components or electrical and communication components.
- 2.7 Contractor must furnish all materials and equipment necessary to deliver Services, including, but not limited to:
- a. Portable engine driven pumps,
  - b. Temporary or permanent piping,
  - c. Water storage tanks,
  - d. Sound proofing, and
  - e. Related equipment necessary to perform water well systems rehabilitation work and well performance testing.
- 2.8 Upon completion of testing, Contractor must provide all testing data to County Project Manager. All treatment chemicals used must be approved by both the State of California and NSF/ANSI Standard 60 for drinking water. All treatment equipment installed must be approved by both the

State of California and NSF/ANSI Standard 61 for drinking water system components.

- 2.9 Contractor must perform water well system video inspections using color video equipment with side scan. Videos must be taken after a well has been pulled for repairs and another after the well casing has been cleaned, but before re-installing the well and pump. Contractor must provide County Project Manager with videos in a digital format determined by County Project Manager and well inspection report/log still color pictures.
- 2.10 Contractor must meet with County Project Manager prior to start of any Work at the County jobsite. Access to the County jobsite will be controlled by the County according to County security standards in place at the time.
- 2.11 All parts, materials, and replacement equipment must be pre-approved by County Project Manager prior to the purchasing of the equipment. Contractor must provide replacement parts and equipment that are obtained directly from the Original Equipment Manufacturer (OEM) or from an OEM-authorized vendor. Contractor must provide OEM documentation to County Project Manager for all replacement parts and equipment.

### **3.0 WORK ORDER PROCESS**

- 3.1 Upon determination by the County to request as-needed Water Well Systems Maintenance Services, it is the Department's intent to issue Work Orders to Active Contractors on a rotational basis; however, County Project Manager has the sole discretion to issue a Work Order for emergency repairs to the first available Active Contractor able to respond immediately.
- 3.2 If, at any time, Contractor is not available to fulfill a Work Order, County Project Manager will proceed to the next Active Contractor in rotation.
- 3.3 Work Orders shall include a Service summary outline, which shall describe the project and the Work required for the performance thereof. Work Orders shall indicate the tasks to be performed, deliverables to be provided, category of Work and hourly rate as set forth in Exhibit F (Schedule of Prices) to the Master Agreement, maximum amount to be paid per task and/or deliverable, and the total maximum amount payable under the Work Order. Payment shall be based on the actual hours of Work needed to perform each task and/or deliverable subject to the total maximum amount set forth on the Work Order.
- 3.4 In cases where County Project Manager cannot describe the problem or possible solution required to fix the problem, an initial Work Order will be issued. Upon Contractor diagnosing the problem and the cost of repairs, a

supplemental Work Order will be issued in accordance with Exhibit F (Schedule of Prices) to the Master Agreement. The supplemental Work Order may be issued to a different Active Contractor in accordance with Paragraph 3.5 below.

- 3.5 Should an Active Contractor not be able to fulfill the requirements prior to or after issuance of a supplemental Work Order, the Department will proceed to the next Active Contractor on the rotation for that particular job type.
- 3.6 If, after execution of a Work Order, Contractor cannot determine the problem to repair the water well system(s), and would therefore, require the removal or pulling of the pump to diagnose and repair the system, a supplemental Work Order may be issued for this repair.
- 3.7 Exceptions by County

County Project Manager may select an Active Contractor out of rotation when only one Active Contractor is capable of providing the required job type in fulfillment of the Department's Work Order requirements.

#### **4.0 CONTRACTOR RESPONSIBILITIES**

##### **4.1 Hours and Days of Service**

- 4.1.1 Contractor must perform Services at any time during a 24-hour period, seven days per week, 365 days per year (including holidays).
- 4.1.2 Contractor must commence Work on a fully executed Work Order within 24 hours of County Project Manager's direction to commence Work, or as otherwise mutually agreed upon.
- 4.1.3 Contractor must commence Work on fully executed Work Orders for emergency repairs immediately upon County Project Manager's direction to commence Work, or as otherwise mutually agreed upon.
- 4.1.4 Contractor's Project Manager must provide an active, monitored email and phone number, preferably a mobile phone number, that will be available for all Service calls (routine and emergent).

##### **4.2 Identification Badges**

All Contractor and/or subcontractor(s) employees must display their company's photo identification card/badge at all times while on County

property. Identification card/badge must be visible and worn above the waist.

#### 4.3 Work Area Controls

Contractor must comply with all applicable laws and regulations. Contractor must maintain the working environment area in a neat, orderly, clean, and safe manner. Contractor must avoid leaving equipment out excessively. Location and layout of all equipment and materials at each County jobsite will be subject to County Project Manager's approval. Such approval does not relieve Contractor of its responsibilities to maintain a safe working environment.

#### 4.4 Safety Requirements

4.4.1 Contractor must take all actions appropriate to maintain a safe County jobsite.

4.4.2 Contractor and Contractor's Work operations must comply with all applicable federal, state, and local occupational health and safety regulations for all County jobsite personnel, whether employees or non-employees of Contractor, inclusive of all safety regulations for all equipment and materials used or operated under Contractor's supervision at the County jobsite.

4.4.3 Contractor must provide, at Contractor's expense, personal protective equipment for all personnel under Contractor's supervision at the County jobsite. All personnel shall wear safety and protective gear according to Occupational Safety and Health Administration (OSHA) standards.

4.4.4 Contractor must ensure all personnel are fully trained in their respective roles prior to entering the County jobsite.

4.4.5 Contractor must be responsible for the safety of equipment, materials, and personnel under Contractor's supervision at the County jobsite.

4.4.6 Contractor must provide, at Contractor's expense, all safeguards for tools, equipment, and machinery at the County jobsite.

4.4.7 Contractor must always maintain safety and security against hazards when engaged to perform Work at the County jobsite.

4.4.8 Contractor is responsible for the proper handling and disposal of all hazardous materials from the County jobsite.



#### 4.5 Security Requirements

- 4.5.1 Contractor and/or subcontractors previously approved by the County must notify County Project Manager prior to arrival at, and departure from, the County jobsite.
- 4.5.2 Contractor is responsible for the security of Contractor's Work area within the County jobsite when engaged to perform Work. Contractor must not cede responsibility for jobsite security at any time to any non-employee worker, or other entity approved by the County to work at the jobsite.
- 4.5.3 Contractor must provide security fencing around the County jobsite, including padlock(s) for existing entry gate(s), as needed, and/or directed by the Department. Contractor must adhere to all necessary safety and security measures against hazards to prevent injury, theft, vandalism, damage, and unauthorized access.
- 4.5.4 Contractor must remove all padlock(s) and security fencing within 24 hours of completion of Work.
- 4.5.5 The County is not responsible for loss or damage to Contractor's equipment, tools, parts, and/or materials at the County jobsite during the performance of Work.

#### **5.0 WARRANTIES**

- 5.1 Contractor certifies and warrants that all Work, supervision, labor, Services, and equipment must be furnished in a professional manner and according to specifications contained in the Master Agreement, including this SOW, and any fully executed Work Order.
- 5.2 Contractor certifies and warrants that all Work completed by Contractor must perform and properly function without deficiencies and/or failures for a period of one year after Work completion by Contractor, or during Contractor's standard warranty period, whichever is longer.
- 5.3 Contractor further certifies and warrants that all Contractor-furnished and/or Contractor-furnished third-party materials, parts, and workmanship supplied under the Master Agreement must be free from original or developed defects for a period of one year after Work completion by Contractor, or during Contractor's standard warranty period, whichever is longer.
- 5.4 Should original or developed defects, deficiencies, and/or failures appear which are, in the County's sole discretion, attributable to Contractor's

Work within one year after Work completion by Contractor, or during Contractor's standard warranty period, whichever is longer, Contractor must, at Contractor's sole expense, remedy such original defects, developed defects, deficiencies, and/or failures and make all replacements and adjustments that are required to remedy the defect(s) at no additional cost to the County.

- 5.5 Should original or developed defects, deficiencies, and/or failures appear in the materials, parts, or equipment furnished by Contractor within one year after Work installation by Contractor, or during the OEM's standard warranty period, or any third-party manufacturer's warranty period, whichever is longer, Contractor must make all materials, parts, and/or equipment replacements and adjustments, inclusive of labor, that are required to remedy the defect(s) at no additional cost to the County.
- 5.6 Corrective warranty Work must be performed by Contractor within 15 calendar days after the County Project Manager accepts and approves the corrective warranty Work to be performed. All corrective warranty Work must be completed to the satisfaction of the County, at the County's sole discretion.
- 5.7 Contractor's failure to correct a defect during the warranty period may be deemed a breach of the Master Agreement in the County's sole discretion.

## **6.0 STORAGE FACILITIES**

- 6.1 The County may, in its sole discretion, provide storage facilities or storage areas for Contractor's use while performing Work, however, the County will not be liable for any damage, by whatever means, or for theft of equipment, tools, parts, and/or materials, whether on the County jobsite or in the designated storage facility or storage area.
- 6.2 Contractor is responsible for securing all equipment, tools, parts, and/or materials in the storage facilities or storage areas designated by the County.

## **7.0 DAMAGE TO COUNTY FACILITIES, BUILDINGS, OR GROUNDS**

Contractor must repair any damage to County facilities, buildings, or grounds pursuant to Paragraph 8.15 (Damage to County Facilities, Buildings or Grounds) of the Master Agreement.

## **8.0 REQUIRED LICENSES, CERTIFICATIONS, MEMBERSHIPS, AND PERMITS**

- 8.1 Contractor must obtain and maintain current, any and all required licenses, certifications, memberships, and permits from the appropriate

federal, state, or local authorities for Work to be accomplished under the Master Agreement.

- 8.2 During the term of the Master Agreement, such licenses, certifications, memberships, and permits must include, but not be limited to the following: C-57 (Water Well Drilling) and C-61/D-21 (Pump Installations) licenses issued by the State of California and, if applicable, a Grade 1 Water Treatment Operator Certification or a Grade 1 Water Distribution Operator Certification issued by the State of California, Department of Public Health.
- 8.3 In the event of a renewal or loss of a license, certification, membership, or permit, Contractor must immediately notify County Project Manager and provide copies of the relevant renewal or cancellation.

## **9.0 TRANSPORTATION**

The County will not provide transportation to and from the County jobsite, or travel around the perimeter of the County jobsite.

- 9.1 Contractor must provide its own transportation for its personnel performing Services, and for any equipment and materials required to perform Services, under a fully executed Work Order.
- 9.2 Contractor personnel driving a vehicle on the County jobsite must have a valid driver license in their possession at all times and will have such license verified upon arrival to the County jobsite.
- 9.3 In the event of a renewal or loss of driver's license, Contractor must immediately notify County Project Manager and provide copies of the relevant renewal or cancellation.

## **10.0 LABOR COMPLIANCE**

Contractor, its agents, and employees must be bound by and must comply with all applicable provisions of the California Labor Code, as pursuant to Paragraph 8.5 (Compliance with Applicable Laws) and Paragraph 8.18 (Fair Labor Standards) of the Master Agreement, as well as all other applicable federal, state and local laws related to labor. Contractor must comply with California Labor Code Section 1777.5 with respect to the employment of apprentices.

## **11.0 APPROVAL OF CONTRACTOR'S STAFF**

The County has the right to approve or disapprove of any proposed Contractor staff. Contractor must not provide staff for the performance of Work under the Master Agreement who is found to be intemperate, troublesome, disorderly, or is

otherwise objectionable to the Department. The County may require the immediate removal of any objectionable Contractor staff, at the County's sole discretion. Any such person must be removed immediately by Contractor and must not be provided to perform future Work for the Department.

## **12.0 COOPERATION**

Contractor must cooperate with all County personnel engaged in activities at the County jobsite. Contractor must carry out all Work in a diligent manner and according to instructions from County Project Manager.

## **13.0 PUBLIC CONVENIENCE**

Contractor must perform all Work in a manner that will not cause an obstruction or inconvenience to traffic, or disruption to the County's operation.

## **14.0 QUALITY ASSURANCE PLAN**

The Department will evaluate Contractor's performance under the Master Agreement using the quality assurance procedures as set forth in Paragraph 8.14 (County's Quality Assurance Plan) of the Master Agreement.

## **15.0 CONTRACT DISCREPANCY REPORT (EXHIBIT I TO THE MASTER AGREEMENT)**

14.1 The County will notify Contractor in writing of a Master Agreement discrepancy as soon as possible whenever a Master Agreement discrepancy is identified. The problem must be resolved within a period mutually agreed upon by the Department and Contractor.

14.2 County Project Manager will determine whether a formal Contract Discrepancy Report (CDR) will be issued. Upon receipt of the CDR, Contractor is required to respond in writing to County Project Manager within five Business Days, acknowledging the reported discrepancies or presenting contrary evidence. A plan for correction of all deficiencies identified in the CDR must be submitted to County Project Manager within ten Business Days of receipt of the CDR.