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**DISTRICT BOARD**  
Megan Clark  
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Craig K. Murray  
Gary E. Robards  
Crystal J. Yezman

**ADDENDUM NO. 1**

Date: July 1, 2026  
Project: **On-Call Contract for Construction Projects (2026-2028)**  
Job No.: 26420-01

To: All Planholders and Prospective Bidders

The following changes and/or clarifications are hereby made to the Contract Documents and shall become a part of the Contract Documents dated June 2026.

- 1. Revised Bid Schedule: The Bid Schedule has been revised. Use attached revised Bid Schedule for the proposal.

This addendum consists of six (6) pages including this page and attachments. Acknowledge receipt of this addendum in the space provided on page 2-5, Proposal Cover Page and Bid Schedule, of the Bid Forms, and by signing in the space provided below. Submit an original copy of this addendum cover page along with the bid. Failure to do so may disqualify the bidder.

Las Gallinas Valley Sanitary District:

Bidder: \_\_\_\_\_

\_\_\_\_\_

Jasmine Diaz, PE, District Engineer

(Authorized Signature)

(Date)

**BID SCHEDULE (Revised per Addendum 1 dated 07/01/2026)****DEFINITIONS AND TERMS**

The work embraced herein shall be done in accordance with the *Standard Specifications of the State of California Department of Transportation*, dated 2025, and any amendments to the Specifications, insofar as the same may apply, which specifications are hereinafter referred to as the Caltrans Standard Specifications; in accordance with the application *Uniform Construction Standards of the Cities of Marin and County of Marin for Public Improvements*, which Standards are hereinafter referred to as the County Standards; in accordance with the *Revised District Standard Specifications and Drawings*, which Specifications and Drawings are hereinafter referred to as the District Specifications and available upon request; *State of California Department of Transportation Standard Plans*, dated 2025, which plans are hereinafter referred to as Caltrans Standard Plans, and in accordance with the following Special Provisions.

Whenever in the Caltrans Standard Specifications the terms, State of California, Department of Transportation, Director, Engineer, or Laboratory are used, the following terms shall be substituted therefor, and any reference to any of the above terms shall be understood and interpreted to mean and refer to such substituted terms as follows:

For State of California, substitute Las Gallinas Valley Sanitary District

For Department – Engineering Department of Las Gallinas Valley Sanitary District

For Director – The District Engineer of the Las Gallinas Valley Sanitary District

For Engineer – The District Engineer, acting either directly or through properly authorized agents, such agents acting within the scope of the particular duties entrusted to them.

For Laboratory – Other laboratory as may be authorized by the District to test materials and work involved in the contract.

**SCOPE OF WORK**

1. Anticipated scopes of work are industrial in nature and will consistently include civil, mechanical, electrical, and structural trades. Some may require immediate response as described in Item 7 below.
2. The work involved in this contract will be performed on an "as-needed basis" and will typically consist of small projects that can typically be completed in one week. Compensation for each on-call effort is based on time and expense tracking in accordance with Section 9-1.04, "Force Account", of the Caltrans Standard Specifications and the current Labor Surcharge & Equipment Rental Rate Book published by the Caltrans Division of Construction, modified as set forth herein. Labor, materials, equipment, and subcontracted work will be reimbursed at the markups stated in this Bid Schedule. **The competitive basis of award for the contract is the bidder's**

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ON-CALL CONTRACT FOR CONSTRUCTION PROJECTS (2026-2028)	26420-01
REVISED BID SCHEDULE (PER ADDENDUM 1)	2-6

**Labor Markup only;** the markups for materials, equipment, and subcontracted work are fixed by this Bid Schedule and are not bid. Actual payment is made according to detailed work orders describing each individual on-call effort.

3. Payment for force account work under this contract shall apply the following markups, which represent full compensation for overhead, profit, insurance, bond, small tools and consumables, and all other indirect costs, none of which shall be separately reimbursed:
  - a. **Labor:** the actual cost of labor (basic hourly wages plus fringe benefits, the applicable labor surcharge from the current Labor Surcharge & Equipment Rental Rate Book, and any subsistence and travel allowance) plus the Labor Markup bid by the Contractor, applied to the hourly rate of all trades.
  - b. **Materials:** the actual cost of materials (purchase prices plus delivery charges, net of all discounts and rebates) plus a markup of fifteen percent (15%) in accordance with Section 9-1.04C.
  - c. **Equipment:** the applicable rental rate from the current Labor Surcharge & Equipment Rental Rate Book (which is inclusive of fuel, repairs, maintenance, depreciation, insurance, and incidentals) plus a markup of fifteen percent (15%), in accordance with Section 9-1.04D. No additional markup or separate charge for equipment shall be allowed.
  - d. **Subcontractors:** the subcontractor's allowable force account cost (determined under subsections a through c above) plus a prime-contractor markup of ten percent (10%), in accordance with Section 9-1.04A. No further tiered or stacked markup shall be allowed.
4. The contract includes the ability to invoke FEMA contracting requirements during periods of formally declared emergencies. Contractor shall provide assistance with completing forms and comply with FEMA requirements in the event of formally declared emergencies, which will allow the District to pursue FEMA reimbursement when necessary. See Appendix E.
5. No compensation will be due for travel time between the project site and the contractor's yard, office or other business location. Set up time and superintendence will be considered as included in the overhead cost and will not receive direct compensation.
6. The maximum compensation allowed under this contract is \$250,000 with a contract duration of 24 months. The Contractor is solely responsible for ensuring that he/she does not conduct operations that result in costs in excess of this amount. Prior to commencement of any specific scope of work under this contract, the Contractor shall supply the District with the following:
  - a. A break down and summary of costs incurred on the contract through the last day of the scope of work; and
  - b. A detailed estimate of the scope of remaining work being requested by the District. Payment requests that result in exceeding the contract amount will be rejected.

7. Beginning of Work: Subsequent to the issuance of an authorized Notice to Proceed by the District, the Contractor shall diligently begin work within the times specified as follows:

**24 hours** of being requested by the District for emergency related work.

**Ten (10) calendar days** of being requested by the District for non-emergency related work.

8. This contract will be valid until closed by the District. Individual underground repairs or installations will be reviewed in the field by the District and the Contractor and a scope of work agreed upon. Once the scope of work is agreed upon, the District will provide written authorization to start the specified work. At the end of each work day the District and Contractor will agree upon labor and equipment used. Once the repair or installation is complete, the Contractor shall submit completed extra work forms for the District's review. A contract change order will be issued to the Contractor for payment of work performed.
9. All work done on force account basis shall be recorded daily on report sheets prepared by the Contractor and signed by both the District Representative and the Contractor. Such reports shall thereafter be considered the true record of force account work done. Such reports shall be furnished to the District Representative at the end of each work day with a copy retained by Contractor. Payment for work done on force account basis shall conform to the provisions of Section 9-1.04 FORCE ACCOUNT of the latest edition of the Caltrans Standard Specifications with modifications and additional requirements outlined below.
- a. The rental time to be paid for equipment shall be the time the equipment is in operation on the work being performed and in addition, shall include the time required to move the equipment to the location of the work and return the equipment to the original location or another location requiring no more time than that required to return the equipment to its original location. Loading and transporting costs will be allowed, in lieu of moving time, when the equipment is moved by means other than its own power.
  - b. When hourly rates are listed, less than 30 minutes of operation shall be considered to be 0.5-hour of operation.
  - c. When daily rates are listed, less than four hours of operation shall be considered to be 0.5-day of operation.
  - d. All equipment used in the completion of this contract shall be considered Equipment on the Work, also referred to as Equipment on the Job Site and paid as such.
  - e. No additional rental time outside that described above shall be considered for compensation.
  - f. All extensions of labor, equipment, and material costs shall be completed by the Contractor and submitted to the District 30 days of the completion of each

separate project under this contract. Completed and extended extra work reports received later than the times herein prescribed may, at the discretion of the District, be deemed invalid and be rejected without payment.

10. Sheeting, Shoring, Bracing: The contractor shall include in his estimate for each on-call work the cost for planning, design, engineering fees, labor, materials, equipment, furnishing and constructing, and removal and disposal of such sheeting, shoring, and bracing, or equivalent method for the protection of life and limb in trenches and open excavation for all project sites in accordance with the requirements of OSHA and applicable safety orders, pursuant to the provisions Section 6707 of the California Labor Code.
11. Cleaning Up: Before acceptance of the work, the Contractor shall clean the streets and all grounds occupied in connection with the work of all rubbish, excess materials, temporary structures, and equipment, and all parts of the work shall be left in a neat and presentable condition. Full compensation for cleaning up as herein specified shall be considered as included in the prices paid for the various contract items of work and no additional allowance will be made therefor.
12. Use of Subcontractors: The majority of the work anticipated under this contract shall be self-performed.
13. Inspection: The Contractor shall bear all costs associated with re-inspection of any defective, rejected or unauthorized work, as determined by Engineer in Engineer's sole discretion. Such costs of re-inspection, including any costs incurred by the District for additional staff time or fees for third-party consultant inspectors, will be irrevocably deducted from one or more progress payments hereunder.
14. No Bid Bonds are required for this project. The successful bidder will be required to furnish a performance bond, payment/labors and materials bond or material guaranty bond for task orders involving expenditures in excess of twenty-five thousand dollars (\$25,000).
15. Insurance as specified herein will be required to execute the contract.
16. Basis of Award: The Contractor shall bid on the Labor Markup only. The lowest Labor Markup bid will be awarded the bid. In the case of a tie, a coin shall be flipped to determine who the contract shall be awarded to.
17. Permits and Licenses: The Contractor shall obtain all permits and business licenses necessary for work on the Project. Coordinate with all agencies having jurisdiction as may be required by the Contract Documents, including but not limited to Marin County and City of San Rafael.
18. At the sole discretion of the District, on-call contractor may be required to perform emergency work for other District capital improvement projects with a separate budget.

**BASIS OF AWARD:**

**For the ON-CALL CONTRACT FOR CONSTRUCTION PROJECTS (2026-2028), the Labor Mark-up is:**

\_\_\_\_\_ %  
**(In figures)**

\_\_\_\_\_ **Percent**  
**(In words)**