



REQUEST FOR PROPOSALS

For:

GOPHER AND PEST CONTROL SERVICES

Proposal Release Date

January 24, 2025

Mandatory Pre-Proposal Meeting

February 5, 2025, at 10:00 am

Proposal Submittal Due Date

February 26, 2025 at 10:00 am

Prepared by:

JCSD Parks & Recreation Department

13820 Schleisman Road

Eastvale, CA 92880

Attn: Travis Viseth, Parks Superintendent

(951) 727-3724

SECTION I

INVITATION

The Jurupa Community Services District (District) invites proposals from qualified Proposers for:

Gopher and Pest Control Services

Please read this entire RFP package and include all requested information and forms in your proposal. Proposals must be signed by an authorized agent of the company submitting a proposal in order to be considered responsive.

Tentative RFP Schedule (Subject to change at District's discretion)

1. Issue RFP	January 24, 2025
2. Mandatory Pre-Proposal Meeting	February 5, 2025 at 10:00 am
3. Written Questions from Proposers Due	February 12, 2025 at 5:00 pm
4. Responses from District Due via Addendum	February 19, 2025
5. Proposals Due	February 26, 2025, at 10:00 am
6. Review of RFPs	March 2025
7. Award of RFP	April 2025
8. First Day of Service	July 1, 2025

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SECTION II

RFP INSTRUCTIONS

A. Examination of Proposal Documents

By submitting a proposal, Proposer or Contractor represent that they have thoroughly examined and become familiar with the work required under this RFP and that they are capable of performing quality work to achieve the District's objectives.

B. Addenda

Substantive District changes to the requirements will be made by written addendum to this RFP and will be posted on the District's website, <https://www.jcsd.us/Business/>, accordingly. Any written addenda issued pertaining to this RFP shall be incorporated into the terms and conditions of any resulting agreement. The District shall not be bound to any modifications to or deviations from the requirements set forth in this RFP as the result of oral instruction.

C. Mandatory Pre-Proposal Meeting

The District will host a mandatory Pre-Proposal Meeting to assist all RFP respondents in responding to this RFP. Failure to attend the Meeting will prohibit submission of a proposal. The meeting information is as follows:

February 5, 2025 , at 10:00 am
Eastvale Community Center
13820 Schleisman Road
Eastvale, CA 92880

D. Clarifications

1. Examination of Documents

Should a Proposer require clarifications to this RFP, the Proposer shall notify the District in writing in accordance with Section C.2 below. Should it be found that the point in question is not clearly and fully set forth in the RFP, the District may post a written addendum clarifying the matter.

2. Submitting Requests

a. All Proposer questions, clarifications or comments shall be submitted via **e-mail only** to Travis Viseth, Park Superintendent @

tviseh@jcsd.us and must be received by the District no later than February 12, 2025 at 5:00 p.m.

- b. All correspondence shall be clearly marked in the Subject heading with "Professional Services Related to Gopher and Pest Control Services". The District is not responsible for the failure to respond to a request that has not been labeled as such.
- c. Inquiries received after 5:00 p.m. on February 12, 2025, will not be accepted.

3. District Responses

Responses from the District will be communicated via e-mail directly to those Proposers who attended the mandatory pre-proposal meeting and also posted on the District's website: (<https://www.jcsd.us/Business>) by addendum no later than February 19, 2025

E. Submission of Proposals

1. Date and Time

All proposals are to be submitted to the District no later than February 26, 2025 at 10:00 am. Proposals received after that date and time will be rejected by the District as non-responsive and returned unopened.

2. Proposal Submittal Requirements

Proposer shall submit a sealed package consisting of one (1) signed original and two (2) copies of the following:

- Price Form (Section VI)
- Proposer's Statement of Experience (included in Section VI)
- References (included in Section VI)
- Sub-Contractor Information (included in Section VI)
- Copy of Current State of California licensed pest control applicator
- Copy of all forms submitted to the County Agricultural Commissioner
- Copy of valid pesticide control business License issued by the County of Riverside
- Copy of Qualified Application License
- Copy of valid State of California Operator's License in the appropriate branch of the California Structural Pest Control Act
- Copy of Special Permit (restricted chemicals) with the County Agricultural Commissioner's office.

3. Address

Proposals shall be addressed as follows:

**JCSD Parks & Recreation Department
Eastvale Community Center
Attn: Travis Viseth, Park Superintendent
13820 Schleisman Road
Eastvale, CA 92880**

Proposals may be delivered in person to the Parks & Recreation Department, at the address above.

Proposals shall not be sent via e-mail or fax.

4. Identification of Proposals

Proposer shall submit a proposal package consisting of:

- a) one (1) **signed original and [two 2] copies** of its proposal, and
- b) a completed and signed Price Form in a **separate sealed envelope**, marked "Price Form".

The proposal package shall be addressed as shown above, bearing the Proposer's name and address and clearly marked as follows:

"Gopher and Pest Control Services"

5. Acceptance of Proposals

- a. The District reserves the right to accept or reject any and all proposals, or any item or part thereof, or to waive any informalities or irregularities in proposals.
- b. The District reserves the right to withdraw this RFP at any time without prior notice and the District makes no representations that any contract will be awarded to any Proposer responding to this RFP.
- c. The District reserves the right to postpone proposal opening for its own convenience.

F. Pre-Contractual Expenses

Pre-contractual expenses are defined as expenses incurred by the Proposer in:

- 1. Preparing its proposal in response to this RFP.

2. submitting the proposal to District.
3. negotiating with District any matter related to the proposal; or
4. any other expenses incurred by the Proposer prior to date of award, if any, of the Agreement.

The District shall not, in any event, be liable for any pre-contractual expenses incurred by Proposer in the preparation of its proposal. Proposer shall not include any such expenses as part of its proposal.

G. Contract Award

Issuance of this RFP and receipt of proposals does not commit the District to award an Agreement. The District reserves the right to postpone proposal opening for its own convenience, to accept or reject any or all proposals received in response to this RFP, to negotiate with other than the selected Proposer(s) should negotiations with the selected Proposer(s) be terminated, to negotiate with more than one Proposer simultaneously, or to cancel all or part of this RFP.

H. Acceptance of Order

The successful Proposer(s) will be required to accept a Purchase Order and execute a written agreement (see Section VIII, Sample JCSD Standard Agreement) in accordance with and including as a part thereof the published notice of Request for Proposals and this Request for Proposals, including all requirements, conditions and specifications contained herein, with no exceptions other than those specifically listed in the written purchase order and/or Agreement.

I. Public Records

Responses (proposals) to this RFP and the documents constituting any contract entered into thereafter become the exclusive property of the District and shall be subject to the California Public Records Act (Government Code Section 6250 et seq.). The District use and disclosure of its records are governed by this Act.

Those elements in each proposal which proposer considers to be trade secrets, as that term is defined in Civil Code Section 3426.1(d), or otherwise exempt by law from disclosure, should be prominently marked as "TRADE SECRET", "CONFIDENTIAL", or "PROPRIETARY" by proposer. The District will use its best efforts to inform the proposer of any request for disclosure of any such document. The District, shall not in any way, be liable or responsible for the disclosure of any such records including, without limitation; those so marked if disclosure is deemed to be required by law or by an order of the Court.

In the event of litigation concerning disclosure of information the proposer considers exempt from disclosure, the District will act as a stakeholder only, holding the information until otherwise ordered by a court or other legal process. If the District is required to defend an action arising out of a Public Records Act

request for any of the contents of a proposer's proposal marked "Confidential", "Proprietary", or "Trade Secret", proposer shall defend and indemnify the District from all liability, damages, costs, and expense, including attorneys' fees, in any action or proceeding arising under the Public Records Act.

To ensure confidentiality, proposers are instructed to enclose all "Confidential," "Proprietary," or "Trade Secret" data in separate sealed envelopes, which are then included with the proposal documents. Because the proposal documents are available for review by any person after award of a contract resulting from an RFP, the District shall not in any way be held responsible for disclosure of any "Confidential," Proprietary," or "Trade Secret" documents that are not contained in envelopes and prominently marked.

J. Special Provisions for Services

1. Accessibility. The Proposer shall fully inform himself regarding any peculiarities and limitations of the spaces available for the performance of work under this contract. He shall exercise due and particular caution to determine that all parts of his work are made quickly and easily accessible.
2. Authority of Jurupa Community Services District ("District"). Subject to the power and authority of the District as provided by law in this Contract, the District shall in all cases determine the quantity, quality, and acceptability of the work, materials and supplies for which payment is to be made under this contract. The District shall decide questions that may arise relative to the fulfillment of the contract or the obligations of the contractor hereunder.
3. City of Eastvale Business License. The successful proposer and any sub-contractors are required to obtain a City of Eastvale Business License prior to award of Contract, and to maintain the license for the entire term of the Agreement. The Business License is not a prerequisite for submission of a proposal. Inquiries regarding Business License may be answered by visiting the following link: <https://www.eastvaleca.gov/business/business-registration> or by calling the City of Eastvale at (951) 361-0900.
4. Changes in Work. The District, at any time work is in progress, by written order and without notice to the sureties, make alterations in the terms of work as shown in the specifications, require the performance of extra work, decrease the quantity of work, or make such other changes as the District may find necessary or desirable. The Contractor shall not claim forfeiture of contract by reasons of such changes by the District. Changes in work and the amount of compensation to be paid to the contractor for any extra work as so ordered shall be determined in accordance with the unit prices quoted.
5. Clean Up. During performance and upon completion of work on this project, Contractor will remove all unused equipment and instruments of services, all

excess or unsuitable material, trash, rubbish and debris, and legally dispose of same, unless otherwise directly by these specifications. Contractor shall leave entire area in a neat, clean and acceptable condition as approved by the District.

6. Compliance with OSHA. Proposer agrees that all items(s) offered comply with all applicable Federal and the State Occupational Safety and Health Act, laws, standards and regulations, and that Proposer will indemnify and hold the District harmless for any failure to so conform.
7. Prevailing Wage. This is a non-prevailing wage Contract.
8. Contract Incorporation. This contract embodies the entire contract between the District and the Contractor. The parties shall not be bound by or be liable for any statement representation, promise, inducement or understanding of any kind or nature not set forth therein. No changes, amendments, or modifications of any of the terms or conditions of the contract shall be valid unless reduced to writing and signed by both parties. The complete contract shall include the entire contents of the bid solicitation, all addenda, all of Proposer's successful submittal, supplemental agreements, change orders, performance bonds(s) and any and all written agreements which alter, amend or extend the contract.
9. Cooperation between Contractors. The District reserves the rights to contract for and perform other or additional work on or near the work covered by these specifications. When separate contracts are let within the limits of any one project, each contractor shall conduct his work so as not to interfere with or hinder the progress or completion of the work being performed by other contractors. Contractors working on the same project shall cooperate with each other as directed. Each contractor involved shall assume all liability, financial or otherwise, in connection with his contract and shall protect and save harmless the District from any and all damages or claims that may arise because of inconvenience, delays, or loss experienced by him because of the presence and operations of the contractors working within the limits of the same project.
10. Coordination with Agencies. The contractor shall coordinate his activities with the proper regulatory agencies and have their representative on site at the proper times.
11. Damage. The Contractor shall be held responsible for any breakage, loss of the District's equipment or supplies through negligence of the contractor or his employee while working on the District premises. The contractor shall be responsible for restoring or replacing any equipment, facilities, etc. so damaged. The contractor shall immediately report to the District any damages to the premises resulting from services performed under this contract. Failure or refusal to restore or replace such damaged property will be a breach of this contract.

12. Examination of Specification and Site. Proposer is expected to carefully examine the site of the proposed work and all bid specifications, documents and forms. He shall satisfy himself as to the character, quality and quantities of work to be performed, materials to be furnished and the requirements of the proposed specifications.

13. Independent Contractor. In accepting this contract, Contractor covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder. Contractor further covenants that, in the performance of this contract, no subcontractor or person having such an interest shall be employed. Contractor certifies that to the best of his knowledge, no one who has or will have any financial interest under this contract is an officer or employee of the District. It is expressly agreed by Contractor that in the performance of the services required under this contract, Contractor, and any of its subcontractors or employees, shall at times be considered independent contractors and not agents of the District.

14. Insurance Requirements. Within ten (10) consecutive calendar days after the notice of award of contract, the successful Proposer shall furnish the District with the Certificates of Insurance evidencing coverage as specified Section VII, Form of Professional Services Agreement, Section 3.2.12. et seq. for Insurance requirements and naming the District, additional insured by endorsement.

15. Measurements. It is the responsibility of the Proposer to make all measurements to determine his proposed price. The District will not be responsible for determining the quantities of materials necessary to complete the work specified.

16. Permits. Unless otherwise specified herein, Contractor shall at his or her expense, obtain all permits and licenses and pay all charges and fees necessary for the lawful performance of the contract.

Contractor shall pay all taxes, levies, duties and assessments of every nature due in connection with any work under this contract, shall make any and all payroll deduction required by law, and shall indemnify and hold harmless the District from any liability on account of any and all such taxes, levies, duties, assessments and deductions.

17. Protection of Public. Adequate warning devices, barricades, guards, flagmen or other necessary precautions shall be taken by the Contractor to give advised and reasonable protection, safety and warning to persons and vehicular traffic concerned in the area.

18. Rejection of Work. Contractor agrees that the District has the right to make all final determinations as to whether the work has been satisfactorily completed.

19. Unknown Obstructions. Should any unknown obstruction be encountered during the course of this contract, the Contractor shall immediately bring it to the attention of the District. The contractor shall be responsible for the protection of all existing equipment, furniture, or utilities encountered within the work area.

SECTION III

EVALUATION AND AWARD

The evaluation criteria listed below will be utilized in the evaluation of the respondent's written proposals and/or demonstration/presentation accordingly. The expectation is that those proposals in the competitive range may be considered for contract award. The proposal shall give clear, concise information in sufficient detail to allow an evaluation based on the criteria below. A respondent must be acceptable to all criteria for a contract to be awarded.

Minimum requirements are as follows:

1. Have a minimum of three (3) similar contracts within the last three (3) years providing the same or similar services requested in this RFP.
2. Must be duly certified, registered and licensed in the State of California to render quality pest control service in order to provide a prevention, management strategies, and routine maintenance for a pest free environment.
3. Have sufficient staff and/or sub-Proposers available with experience in the disciplines required for this service.
4. Provide reference(s) to agencies you have contracted with, providing the same or similar services.
5. Have no outstanding or pending complaints as determined through the Better Business Bureau, State of California Department of Consumer Affairs.
6. Have the administrative and fiscal capability to provide and manage the proposed services.

A. EVALUATION CRITERIA

Proposals that meet the minimum threshold requirement above will be evaluated as follows:

1. Cost Structure - 55 possible points

The District is not required to accept the lowest bid for this RFP. However, as with any public procurement process, cost will be considered in the overall scoring of all proposals.

2. Capacity to Perform - 35 possible points

Respondents shall demonstrate the capacity to provide the services described in the RFP in a timely manner. Qualifications and experience of the project team, including appropriate professional registrations, based on work performed on similar projects, capacity of the team to handle all aspects of the project, and capability to manage the project. Firm's experience, including past performance on similar projects.

3. Submission Quality - 10 possible points

Proposal should be well-organized, professionally communicated, and meets all RFP specifications.

TOTAL AVAILABLE POINTS: 100

Each Proposal shall be evaluated and ranked based on the above criteria. Following the ranking of the proposals, the fee for the top ranked Proposer will be opened and reviewed for its reasonableness relative to the proposed scope of work. District will then negotiate the final Scope of Work and fee estimate with the top ranked firm. If an agreement cannot be reached with the highest ranked firm, then negotiations will be terminated, and the firm will be informed in writing.

B. EVALUATION PROCEDURE

All proposals received as specified will be evaluated by District staff in accordance with the above criteria. During the evaluation period, the District may do any or all of the following: generate a “short list” and conduct interviews with the top candidates; conduct on-site visits and/or tours of the candidates’ places of business; conduct negotiations with the most qualified candidate(s). Proposers should be aware, however, that the award may be made without Proposer visits, interviews, or further discussions or negotiations.

C. AWARD

If the District elects to proceed, final selection of Proposer is expected to occur in **March 2025**. In addition, negotiations may or may not be conducted with Proposers; therefore, the proposal submitted should contain your most favorable terms and conditions, since the selection and award may be made without discussion with any Proposer.

D. TERM OF CONTRACT

The Contract period shall be three (3) years, with the option of two (2) one-year extensions. Should the District elect to exercise its option to extend any agreement for the additional contract period(s), pricing of Agreement Term extensions, if exercised, shall be negotiated by the Parties prior to the commencement of the option term. Negotiated price increases during the option period(s) should not exceed the percentage change in the United States Bureau of Labor Statistics Consumer Price Index “All Urban Consumers for Los Angeles, Riverside and Orange County, CA” (CPI) for the most recent twelve months for which statistics are available.

SECTION IV

SCOPE OF WORK

A. Background

The JCSD Parks Department (“Department”) is currently responsible for providing recreation programs, services and events; managing and maintaining over 240 acres of parkland, including 15 parks, a 30,000 square foot Community Center, a 5,000 square foot Activity Center, and a 2.5 acre special event venue in the JCSD Parks Territory within the City of Eastvale; graffiti abatement for the cities of Eastvale and Jurupa Valley; and maintaining over 5 million square feet of public frontage and median landscaping, as contracted by the cities of Eastvale and Jurupa Valley.

B. Project Overview

Professional pest control services, provided by qualified, experienced, and certified pest management businesses licensed in the State of California, are essential for ensuring a safe, clean, and pest-free environment across the 15 parks and associated facilities within the JCSD park system. These services will focus on the prevention, management, and routine maintenance of gophers, rodents, and other pests, with the goal of eradicating infestations and implementing effective pest control strategies. The objective is to protect the health and safety of visitors and staff, preserve the park ecosystem, and maintain high standards of cleanliness and safety at all JCSD parks and facilities.

PARKS:

- American Heroes Park
6608 Hellman Avenue
Eastvale, CA 92880
- Cedar Creek Park
6709 Cedar Creek Road
Eastvale, CA 92880
- Dairyland Park
14520 San Remo Drive
- Deer Creek Park
6785 Iron Horse Lane
Eastvale, CA 92880
- Eastvale Community Park
12750 Citrus Street
Eastvale, CA 92880
- Eastvale Community Park Snack Bar
12750 Citrus Street
Eastvale, CA 92880

- Half Moon Park
14383 Cherry Creek Circle
Eastvale, CA 92880
- Harada Heritage Park
13099 65th Street
Eastvale, CA 92880
- Harada Heritage Park Neighborhood Center
13099 65th Street
Eastvale, CA 92880
- Harada Heritage Park Snack Bar
13099 65th Street
Eastvale, CA 92880
- James C. Huber Park
6411 Rolling Meadows Street
Eastvale, CA 92880
- McCune Family Park
7450 Eastvale Parkway
Eastvale, CA 92880
- McCune Family Snack Bar
7450 Eastvale Parkway
Eastvale, CA 92880
- Mountain View Park
14444 Selby Avenue
Eastvale, CA 92880
- Orchard Park
5900 Festival Way
Eastvale, CA 92880
- Providence Ranch Park
7250 Cobble Creek Drive
Eastvale, CA 92880
- Riverwalk Park
7674 Soaring Bird Court
Eastvale, CA 92880
- Sendero Park
6046 Frontera Way
Eastvale, CA 92880
- Symphony Park
13387 Largo Drive
Eastvale, CA 92880

FACILITIES:

- The Desi House
13215 Altfillisch Court
Eastvale, CA 92880
- Eastvale Community Center
13820 Schleisman Road
Eastvale, CA 92880

- Clara Barton Elementary School Kids Zone Modular Building
7437 Corona Valley Avenue
Eastvale, CA 92880
- Ronald Reagan Elementary School Kids Zone Modular Building
8330 Fieldmaster Street
Eastvale, CA 92880
- Rondo Elementary School Kids Zone Modular Building
7620 Walters Street
Eastvale, CA 92880
- Rosa Parks Elementary School Kids Zone Modular Building
13830 Whispering Hills Drive
Eastvale, CA 92880

Scope of Work for Parks:

1. Gopher and Rodent Control:

- **Initial Assessment:** Conduct a comprehensive survey of all 15 parks to identify existing gopher and rodent infestations. Identify high-risk areas, including playgrounds, athletic fields, gardens, and pathways.
- **Eradication Plan:** Use environmentally responsible and effective methods, including trapping and baiting. Minimize disruption to park operations and ensure safety for the public and pets.
- **Trapping and Removal:** Utilize humane trapping methods where possible and ensure frequent removal of captured animals.
- **Monthly Monitoring and Maintenance:** Inspect all parks weekly for signs of rodent and gopher activity, maintaining traps and baits as necessary. Record findings and actions in a monthly report for district review.

2. Pest Control (Insects and Other Pests):

- **Initial Assessment:** Conduct a survey to assess potential pest populations such as ants, spiders, wasps, and other insects. Identify problematic areas requiring preventative treatment.
- **Treatment Schedule:** Provide seasonal treatments (spring, summer, and fall) using environmentally responsible insecticides that are safe for public exposure and park ecosystems.
- **Spot Treatment:** Apply insecticides or other treatments to areas with high pest activity as identified in assessments.
- **Public Safety Signage:** Place clear, temporary signage when pest control treatments are conducted, indicating areas treated and safe access points.
- **Documentation:** Maintain records of all treatments and findings, providing monthly and seasonal reports to district staff.

Scope of Work for Facilities:

1. Interior Pest Control (Insects, Mice, Rats, and Other Rodents):

- **Initial Inspection:** Perform a full inspection of each building to identify existing infestations and high-risk areas for pest entry or harboring.
- **Treatment of Insect Pests:** Use integrated pest management (IPM) practices to treat and control ants, cockroaches, spiders, and other insects inside buildings. Apply safe, low-toxicity insecticides in areas such as storage rooms, break rooms, kitchens, and restrooms.
- **Rodent Control Measures:** Set traps and bait stations to manage and eradicate mice and rats, with an emphasis on entry points and areas prone to rodent activity (basements, utility rooms, etc.).
- **Monthly Monitoring:** Conduct monthly inspections of all treated areas to ensure efficacy and make adjustments as needed.
- **Reporting:** Provide monthly reports detailing the findings, treatments, and recommendations for each facility.

2. Exterior Pest Control (Insects, Mice, Rats, and Other Rodents):

- **Perimeter Insect Treatments:** Apply insecticides around the building perimeter to prevent ants, wasps, spiders, and other insect pests from entering.
- **Rodent Control:** Establish exterior bait stations around each facility to prevent rodents from approaching or entering buildings.
- **Landscape and Ground Maintenance:** Perform monthly checks of landscape areas, ensuring that bushes, trees, and debris do not provide nesting areas for rodents or insects.
- **Trash and Waste Management:** Inspect and treat waste collection areas regularly to deter pests.
- **Reporting and Maintenance:** Maintain logs for each treatment and inspection, providing quarterly and annual summaries to facility management.

General Expectations and Requirements

- **Safety Compliance:** All pest control activities should adhere to district, state, and federal regulations for safety and environmental impact. Use non-toxic or low-toxicity products whenever possible.
- **Qualified Personnel:** Pest control technicians must be licensed and trained for all tasks and follow industry standards for effective, humane pest control.
- **Communication and Reporting:** Maintain open communication with the district for scheduling and reporting. Provide reports after each treatment, outlining actions taken, chemicals used, and recommendations.
- **Sustainability:** Focus on methods that minimize environmental impact, using IPM and eco-friendly products.

TECHNICAL SPECIFICATIONS

The contracted vendor shall be responsible for furnishing all materials, transportation, labor, equipment, any and all services and materials necessary to facilitate complete and comprehensive control of the pests, both specified and unspecified, present at various JCSD locations.

- All work involving the use of chemicals will be accomplished by a State of California licensed pest control applicator.
- A copy of all forms submitted to the County Agricultural Commissioner shall be provided.
- The Contractor must possess and maintain a valid pesticide control business License issued by the County of Riverside.
- The Contractor must possess a QAL (Qualified Application License).
- The Contractor shall possess and maintain a valid State of California Operator's License in the appropriate branch of the California Structural Pest Control Act, and all employees that will be performing any pest and rodent control shall possess and maintain a valid Field Representative and or Applicator License.
- The Contractor is required to call in the "Notice of Intent to Apply" to the County Agricultural Commissioner Office as required by the label.
- All chemicals requiring a special permit for use must be registered by the Contractor with the County Agricultural commissioner's office and a permit obtained with a copy given to the City prior to use of said chemical.
- All chemical applications are to be applied in accordance with the label.
- All contractor personnel shall wear a uniform with proper identification whenever working in or around any District facility.
- A detailed monthly inspection report for each site.
- Based on the monthly inspection results, apply necessary pest control means by placing bait stations, sticky traps and recommendations for necessary facility alterations or repairs.
- Monitor the pest control methods and track them by records in a logbook, to be included in the monthly inspection report provided to Park Superintendent.

- The Contractor is required to submit a “Task Order Form” for “on-call” or “additional services” for approval from the Parks Maintenance Superintendent, prior to the commencement of said services.

Contractor shall coordinate with the designated District personnel prior to work commencing. Contractor must promptly report, in writing, any building disrepair, including cracks and crevices, which may contribute to pests, to the designated District personnel. Contractor must obtain a signature on each service report, from the designated District personnel, after each inspection and/or call-out.

General – These specifications and the areas to be treated are not given nor are they intended to be complete in the details of pest control service, but rather, are given as an outline of our general requirements. All materials and workmanship must comply with all Local, County, State and federal codes, specifications and ordinances.

Service shall include the personnel and all chemicals and materials needed in order to facilitate complete and thorough control of pests at each location. Service will consist of a minimum number of weekly and/or monthly services specified for each location and/or more often if deemed necessary by our Parks Maintenance Superintendent.

Reporting - Contractor is to report to the individual designated for each location before completing any service to become aware of any recent pest problems. If, during the course of service, any building disrepair which might contribute to pests is noted, the facilities designee must be informed, in writing, so that the situation may be remedied.

Certification – State certification and registration is mandatory during the term of contract. Proposers must hold a current and valid State Operator’s license at the time of bid proposal, and this license must remain valid for the entirety of the contract. All proposers must have submitted copies of this information with the proposal. Failure to do so will be cause for bid rejection.

All Pest Control personnel must hold valid and current State Applicator’s licenses for the entirety of the contract. Proposer must provide this information for each licensed applicator at time of award.

Responsibility – The successful proposers shall be required to assume sole responsibility for the complete effort as required by this NIB for specific locations. The District will consider the selected proposer to be the sole point of contact with regard to contractual matters.

Quality Assurance – Proposer must submit a detailed description of their quality assurance program intended to be implemented to ensure a successful contract. This should include the frequency of quality inspections and visits, standards of performance, and all else. Please submit this plan on a separate piece of paper.

All pest control service must be done to the complete satisfaction of the Parks Maintenance department. The District reserves the right to cancel any contract where the service performed does not meet the satisfaction of the using department.

Inspection of Buildings and Areas – Each Contractor is required to perform a detailed evaluation of the existing structural and sanitation conditions of all the buildings and areas specified prior to submitting their quotation, to be fully aware of the service required and the number of hours or days that will be required to provide a pest free environment. Any conditions that may prevent the Contractor from successful completion of the services required should be noted on a separate sheet of paper.

Service – Contractor to provide an environment, free from, but not limited to, the following pests: spiders, cockroaches, beetles, crickets and other hoppers ants (all species), earwigs, sow bugs, silverfish and other crawling insects, wasps, hornets and other stinging insects, moths and other flying insects, weevils and other food pests, mice, rats and other rodents. Contractor should provide cobb web cleaning up to 12 feet high on each building.

The pest control services shall be performed in all listed buildings, occupied or unoccupied, including, but not limited to, basements, crawl spaces, offices, storage areas/rooms, closets, baseboards, plumbing and heating pipes, shelves, walls/enclosures, kitchen, dining room, refuse containers, hallways, locker rooms, and lounge areas.

The Contractor must perform a thorough detection program during every service, including, but not limited to crack and crevice inspection and use of a functional flashlight.

Should the scheduled services not be totally effective, or interrupt District's activities, the contractor shall be required to provide necessary services at alternate times agreeable to the District Parks Maintenance Department, at no additional cost. Complaints and service requirements, including recall work required between scheduled services visits, must be handled within 24 hours after notification and will be at no additional cost to the District.

Performance Requirements – The Contractor is to use the proper equipment and material to render the services to ensure safety for all human life and the environment. It is to be clearly understood that the equipment and pesticides used by the Contractor for this contract are to be within safe and legal guidelines.

Before an application is made, the Contractor shall notify the building designee of any precautionary actions, if any, that may need to be taken.

All pesticides used shall be non-flammable, secured when unattended and registered by the U.S. Environmental Protection Agency and the State of California.

The Contractor shall be responsible for removing and disposing of all excess and/or unneeded chemicals, materials or equipment after the application is completed. The Contractor may not store chemicals or equipment on the facility site at any time.

Start Up – The contract vendor shall be extended a thirty (30) day grace period in order to eliminate pest problems that may have been present prior to the contract award. During the grace period, the Parks Maintenance Department will not process vendor complaints for failure to meet performance requirements of these specifications. This period shall give the Contractor sufficient time to start and thoroughly service all locations. The grace period will begin with the contract start date and continue for thirty (30) consecutive days.

If within the thirty (30) day grace period, the pest control problem is determined to be on the increase and shows no improvement, the District reserves the right to terminate the contract or extend the grace period for an additional thirty (30) days.

Accident Reports – The Contractor will immediately report, in person, all accidents whatsoever arising out of and/or in conjunction with the performance of work, whether on and/or adjacent to District facility which has caused death, personal injury and/or property damage, giving full details and statements of witnesses to the District's designee.

Pricing – Proposals shall be based on a fixed fee to perform all required pest control services as required to provide a pest free environment for each facility. Additional requirements not related to regular service may be ordered at a rate quoted on this bid form. The quote will remain firm for the contract year.

Invoicing – All invoices submitted by Contractor shall contain the following information: 1) Job location 2) Itemized description of services billed 3) date of service 4) Amount of the invoice 5) each service location must be shown separately on the invoice.

Additions/Deletions- The District may, without invalidating the contract, modify the contract by adding, deleting or changing areas to the contract; by adding deleting or changing usage or space, by adding, deleting or changing routine services; by deleting or changing specifications. All changes shall be ordered by means of a written change order. Additions shall be added at the contracted square foot for comparable facilities under contract. If there are no comparable facilities, the price shall be negotiated by the District with the Contractor.

SECTION V

PROPOSAL CONTENT AND FORMS

A. PROPOSAL FORMAT AND CONTENT

1. Presentation

Proposals shall be typed, double spaced, single-sided and submitted on 8-1/2" x 11" size paper and bound with one staple. Any other means of binding is highly discouraged. Proposals should not include any plastic or oversized covers or binders, nor any unnecessarily elaborate or promotional material. Information should be presented in the order in which it is requested. Lengthy narrative is discouraged, and presentations should be brief and concise. Proposals should not exceed 30 pages in length, excluding any Appendices.

2. Letter of Transmittal

A Letter of Transmittal shall be included with the proposal, addressed to Travis Viseth, Park Superintendent, and must, at a minimum, contain the following:

- a. identification of Proposer, including name, address and telephone number.
- b. proposed working relationship between Proposer and subcontractors, if applicable.
- c. acknowledgment of receipt of all RFP addenda, if any.
- d. name, title, address and telephone number of Proposer's contact person during period of proposal evaluation.
- e. a statement to the effect that the proposal shall remain valid for a period of not less than 90 days from the date of submittal; and
- f. signature of a person authorized to bind Proposer to the terms of the proposal.

3. Technical Proposal

a. Qualifications, Related Experience and References

This section of the proposal should establish the ability of Proposer to satisfactorily perform the required work by reasons of experience

in performing work of a similar nature, demonstrated competence in the services to be provided; educational qualifications; strength and stability of the firm; staffing capability; workload; record of meeting schedules on similar projects; and supportive client references.

Proposer shall:

- (1) provide a brief profile of the firm, including the types of services offered; the year founded; form of the organization (corporation, partnership, sole proprietorship); number, size and location of offices; number of employees.
- (2) provide a general description of the firm's financial condition; identify any conditions (e.g., bankruptcy, pending litigation, planned office closures, impending merger) that may impede Proposer's ability to complete the project.
- (3) describe the firm's experience in performing work of a similar nature to that solicited in this RFP and highlight the participation in such work by the key personnel proposed for assignment to this project.
- (4) identify sub-Proposers by company name, address, contact person, telephone number and project function and describe Proposer's experience working with each sub-Proposer; and
- (5) provide, at a minimum, three (3) references from the projects cited as related experience; reference shall furnish the name, title, address and telephone number of the person(s) at the client organization who is most knowledgeable about the work performed. Proposer may also supply references from other work not cited in this section as related experience.

b. Proposed Staffing and Project Organization

This section of the proposal should establish the qualifications of the proposed project staff. Proposer shall:

- (1) provide education, experience and applicable professional credentials of proposed project staff.
- (2) furnish brief resumes (not more than two [2] pages each) for the proposed Project Manager and other key personnel.

- (3) indicate adequacy of labor resources, utilizing a table projecting the labor-hour allocation to the project by individual task.
- (4) identify key personnel proposed to perform the work in the specified tasks and include major areas of sub-Proposer work.
- (5) include a project organization chart which clearly delineates communication/reporting relationships among the project staff; and
- (6) include a statement that key personnel will be available to the extent proposed for the duration of the project acknowledging that no person designated as “key” to the project shall be removed or replaced without the prior written concurrence of the District.

c. Work Plan

Proposer shall provide a narrative, which addresses the Scope of Work, and shows Proposer’s understanding of the District’s needs and requirements.

Proposer shall:

- (1) describe the approach to completing the tasks specified in the Scope of Work.
- (2) outline sequentially the activities that would be undertaken in completing the tasks and specify who would perform them; and
- (3) furnish a schedule for completing the tasks in terms of elapsed weeks from the commencement date.

Proposer may also propose enhancement or procedural or technical innovations to the Scope of Work, which do not materially deviate from the objectives or required content of the project.

d. Exceptions/Deviations

State any exceptions to or deviations from the requirements of this RFP and the terms and conditions of the Form of Agreement, segregating “technical” exceptions from “contractual” exceptions. Where Proposer wishes to propose alternative approaches to

meeting the District's technical or contractual requirements, these should be thoroughly explained. The District reserves the right to accept or reject any or all exceptions / deviations at its sole discretion. Proposer shall be bound to accept all RFP requirements, terms, and conditions of the Form of Agreement not accepted in the proposal.

e. **Fee Proposal**

Proposer shall complete and sign the Price Form in Section VI below in its entirety. (Fee Proposal must be submitted in a sealed envelope separate from proposal documents and marked "Price Form").

4. **Appendices**

Information considered by Proposers to be pertinent to this project and which has not been specifically solicited in any of the aforementioned sections may be placed in a separate appendix section. Proposers are cautioned, however, that this does not constitute an invitation to submit large amounts of extraneous materials; Appendix should be relevant and brief.

B. LICENSING AND CERTIFICATION REQUIREMENTS

The successful contractor must fully comply with all applicable laws, rules and regulations in the application of pest control measures and methods and in furnishing or using equipment and/or providing services, including, but not limited to, permitting requirements imposed by California Department of Pesticide Regulation (DPR), the South Coast Air Quality Management District (SCAQMD) and/or California Air Resources Board (CARB). Although the SAQMD and CARB limits and requirements are broad, the successful contractor shall specifically be aware of their application to "portable equipment", which definition is considered by SCAQMD and CARB to include any item of equipment with a fuel-powered engine. The successful contractor will be required to indemnify JCSD against any fines or penalties imposed by the DPR, SCAQMD, CARB, or any other governmental or regulatory agency for violations of applicable laws, rules and/or regulations by the successful proposer, its subcontractors, or others for whom the successful contractor is responsible under its indemnity obligations.

By submitting a proposal, Proposer warrants that any and all licenses and/or certifications required by law, statute, code or ordinance* in performing under the scope and specifications of this RFP are currently held by Proposer and are valid and in full force and effect. Copies or legitimate proof of such licensure and/or certification shall be included in Proposer's proposal. Proposals lacking copies and/or proof of said licenses and/or certifications may be deemed non-responsive and may be rejected.

C. COST AND PRICE FORMS

Proposer shall complete the Price Form in its entirety including: 1) all individual tasks listed and total price; 2) basis on which prices are quoted; and 3) Proposer's identification information including a binding signature.

SECTION VI

PRICE FORM

(To be submitted in sealed envelope separate
from proposal documents and marked
“Price Form”)

REQUEST FOR PROPOSALS: GOPHER AND PEST CONTROL SERVICES

PROPOSER'S NAME/ADDRESS:

NAME/TELEPHONE NO. OF AUTHORIZED REPRESENTATIVE:

Please provide detailed monthly and annual cost on the form provided below and any other incidental or additional costs required in the spaces provided below to complete the Scope of Work requirements. Firm Fixed Prices to complete each task shall include the costs of all administration and overhead, project site visits, pre-production costs, telephone usage, mailings, mileage and other administrative costs.

**GOPHER AND PEST CONTROL SERVICES
PRICE FORM
FOR
PARKS**

LOCATION	TYPE OF SERVICE	FREQUENCY	YEAR ONE (July 1, 2025 - June 30, 2026)		YEAR TWO (July 1, 2026 - June 30, 2027)		YEAR THREE (July 1, 2027 - June 30, 2028)		OPTION YEAR ONE (July 1, 2028 - June 30, 2029)		OPTION YEAR TWO (July 1, 2029 - June 30, 2030)	
			MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST
American Heroes Park 6608 Hellman Avenue Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Cedar Creek Park 6709 Cedar Creek Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Dairyland Park 14520 San Remo Drive Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Deer Creek Park 6785 Iron Horse Lane Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Eastvale Community Park 12750 Citrus Street Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Hirada Heritage Park 13099 65th Street Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Half Moon Park 14383 Cherry Creek Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
JC Huber Park 6411 Rolling Meadow Street Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
McCune Family Park 7450 Eastvale Parkway Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Mountain View Park 14444 Selbuy Avenue Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Orchard Park 5900 Festival Way Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Providence Ranch Park 7250 Cobble Creek Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Riverwalk Park 7674 Soaring Bird Court Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Sendero Park Eastvale, CA 92880	Gopher and Rodent Control	Once a week										
Symphony Park 13387 Largo Drive Eastvale, CA 92880	Gopher and Rodent Control	Once a week										

**GOPHER AND PEST CONTROL SERVICES
PRICE FORM
FOR
FACILITIES**

LOCATION	TYPE OF SERVICE	FREQUENCY	YEAR ONE (May 1, 2025 - June 30, 2026)		YEAR TWO (July 1, 2026 - June 30, 2027)		YEAR THREE (July 1, 2027 - June 30, 2028)		OPTION YEAR ONE (July 1, 2028 - June 30, 2029)		OPTION YEAR TWO (July 1, 2029 - June 30, 2030)	
			MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST	MONTHLY COST	ANNUAL COST
Eastvale Community Park Snack Bar 12750 Citrus Street Eastvale, CA 92880	Pest Control	Monthly										
Harada Heritage Park Snack Bar 13099 65th Street Eastvale, CA 92880	Pest Control	Monthly										
McCune Family Park Snack Bar 7450 Eastvale Parkway Eastvale, CA 92880	Pest Control	Monthly										
Clara Barton Kids Zone 7434 Corona Valley Way Eastvale, CA 92880	Pest Control	Monthly										
Rosa Parks Kids Zone 13830 Whispering Hills Drive Eastvale, CA 92880	Pest Control	Monthly										
Ronald Reagan Kids Zone 6300 Fieldmaster Street Eastvale, CA 92880	Pest Control	Monthly										
Rondo Kids Zone 7620 Walters Street Eastvale, CA 92880	Pest Control	Monthly										
The Desi House 13215 Attilisch Court Eastvale, CA 92880	Pest Control	Monthly										
TOTAL												

OTHER SERVICES: On-Call pest control services shall be ordered by Task Order(s) to be issued pursuant to the terms and conditions outlined in the sample Contract, attached hereto and made a part hereof in this Request for Proposal.

In the event additional work is required or requested by the District, or its representative, please provide pricing for supplemental scope of work.

The additional scope of work shall be defined as follows:

Optional, As-Needed Bid Items

	DESCRIPTION	UNIT OF MEASURE	COST
1	Additional Gopher Treatment	Per Treatment / Per Mound	\$
2	Fire Ants	Per Treatment / Per Mound	\$
3	Ground Squirrel Treatment	Per Treatment / Per Mound	\$
4	Grub Treatment	Per Treatment / Per Acre	\$
5	As needed On Call Rate	Per Hour/ Per Person	\$

Please check your calculations before submitting your bid; the District will not be responsible for Proposer’s miscalculations.

Total Monthly Price, written in numbers: \$

Total Monthly Price, written in words:

Total Annual Price, written in numbers: \$

Total Annual Price, written in words:

Are there any other additional or incidental costs which will be required by your firm in order to meet the requirements of this RFP? Yes / No (circle one). If you answered "Yes", please provide detail of said additional costs:

Please indicate any elements of this RFP which cannot be met by your firm.

Have you included in your proposal all requested informational items and forms?
Yes / No (circle one). If you answered "No", please explain:

This offer shall remain firm for ninety (90) days from RFP close date.

Terms and conditions as set forth in this RFP apply to this proposal.

In signing this proposal, the Proposer warrants that all certifications and documents requested herein are attached and properly completed and signed.

From time to time, the District may issue one or more addenda to this RFP. Below, please indicate all Addenda to this RFP received by your firm, and the date said Addenda was/were received.

Verification of Addenda Received

Addenda No: _____ Received on: _____
Addenda No: _____ Received on: _____
Addenda No: _____ Received on: _____

AUTHORIZED SIGNATURE: _____

PRINT SIGNER'S NAME AND TITLE: _____

DATE SIGNED: _____

COMPANY NAME & ADDRESS: _____

PHONE: _____

FAX: _____

End of Price Form

SECTION VII

**REQUIRED SUBMITTAL
DOCUMENTS**

**PROPOSER'S STATEMENT OF EXPERIENCE
FINANCIAL CONDITION AND REFERENCES
(TO BE EXECUTED BY PROPOSER AND
SUBMITTED WITH PROPOSAL PACKAGE)**

How many years of experience in Professional Services, related to the work described herein, does your organization have? _____

The following outline is a record of the undersigned Bidders experience in Professional Services of the five (5) most recent projects of a type similar in magnitude and character to that contemplated under this Contract. Include the location of each project as well as the name, address, and phone number of the owner, and name of individual to contact for which the Contractor has performed 51% or more of the dollar value of the contract.

Owner's Name: _____
Contact Person: _____
Address of Owner: _____
Phone: () _____
Project Description: _____
Project Name: _____
City the Project was located: _____
Scope of Project: _____
Amount of Contract: _____ Completion Date: _____

Owner's Name: _____
Contact Person: _____
Address of Owner: _____
Phone: () _____
Project Description: _____
Project Name: _____
City the Project was located: _____
Scope of Project: _____
Amount of Contract: _____ Completion Date: _____

Owner's Name: _____
Contact Person: _____
Address of Owner: _____
Phone: () _____
Project Description: _____
Project Name: _____
City the Project was located: _____
Scope of Project: _____
Amount of Contract: _____ Completion Date: _____

Owner's Name: _____
Contact Person: _____
Address of Owner: _____
Phone: () _____
Project Description: _____
Project Name: _____
City the Project was located: _____
Scope of Project: _____
Amount of Contract: _____ Completion Date: _____

Owner's Name: _____
Contact Person: _____
Address of Owner: _____
Phone: () _____
Project Description: _____
Project Name: _____
City the Project was located: _____
Scope of Project: _____
Amount of Contract: _____ Completion Date: _____

As a part of this supporting document, submit a signed financial statement, financial data, or other information and references sufficiently comprehensive to permit an appraisal of your financial condition.

End of Proposer's Statement Form

**REFERENCES
(TO BE EXECUTED BY PROPOSER AND
SUBMITTED WITH PROPOSER'S PACKAGE)**

List a minimum of three references that you have done business within the last two years.

I hereby certify that I have performed the work listed below.

X _____
Signature of Proposer

Project Client	Description of Proposer's Work	Period of Performance	Contact Name & Phone Number

End of References Form

**SUBCONTRACTOR INFORMATION
(TO BE EXECUTED BY PROPOSER AND
SUBMITTED WITH PROPOSERS PACKAGE)**

Please list all sub-contractors you plan on using to complete this project.

1. List the name and address of each Subcontractor who provides professional services for the work or improvement. Bidders are advised that the Owner is disposed to favor bid which lists only reputable and experienced subcontractors.

Sub Contractor (a):

Name: _____

Address: _____

Portion of Work: _____

License: _____

Sub Contractor (b):

Name: _____

Address: _____

Portion of Work: _____

License: _____

Sub Contractor (c):

Name: _____

Address: _____

Portion of Work: _____

License: _____

Sub Contractor (d):

Name: _____

Address: _____

Portion of Work: _____

License: _____

2. For each Sub-Contractor listed under Paragraph 1 herein, provide the following information concerning years and examples of experience of each sub-Contractor's present organization in similar work:

Name of Sub Contractor	Years of Exp. of Subcon. Pres. Organ.	Date of Completion of Similar Jobs (at least 2 completed within past 3 years)	Names and Addresses of Owners of Listed Similar Jobs
a.	Yrs.	Job #1	
		Job #2	
b.	Yrs.	Job #1	
		Job #2	
c.	Yrs.	Job #1	
		Job #2	
d.	Yrs.	Job #1	
		Job #2	

End of Sub-Contractor Form

Licensing and Certifications

Please insert photocopies of all current and required licensing and certifications held by your company. They are as follows:

- Copy of Current State of California licensed pest control applicator
- Copy of all forms submitted to the County Agricultural Commissioner
- Copy of valid pesticide control business License issued by the County of Riverside
- Copy of Qualified Application License
- Copy of valid State of California Operator's License in the appropriate branch of the California Structural Pest Control Act
- Copy of Special Permit (restricted chemicals) with the County Agricultural Commissioner's office

End of Required Submittal Documents

SECTION VIII
SAMPLE JCSD STANDARD AGREEMENT
(Sample on following pages)

**JURUPA COMMUNITY SERVICES DISTRICT
PROFESSIONAL SERVICES AGREEMENT**

1. PARTIES AND DATE.

This Agreement is made and entered into this _____ day of _____, by and between the Jurupa Community Services District, an independent special district of the State of California with its principal place of business at 11201 Harrel Street, Jurupa Valley, California 91752 (“**District**”) and _____ with a place of business at _____ (“**Contractor**”). District and Contractor are sometimes individually referred to as “**Party**” and collectively as “**Parties**” in this Agreement.

2. RECITALS.

2.1 Contractor.

Contractor desires to perform and assume responsibility for the provision of certain professional services required by the District on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing the professional services described herein, is licensed in the State of California, and is familiar with the plans of District.

2.2 Project

District desires to engage Contractor to render such services for _____ (“**Project**”) as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately perform the _____ services necessary for the Project (“**Services**”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules, and regulations.

3.1.2 Term. The term of this Agreement shall be from _____ to _____, unless earlier terminated as provided herein. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Services.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of District and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Contractor shall perform any on-call Services in accordance with the schedule that shall be set forth in the Task Order (Collectively, "Schedule of Services"). **Contractor shall be required to commence work on a Task Order within five (5) days of receiving a fully executed Task Order** (Exhibit "D"). Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the Schedule, District shall respond to Contractor's submittals in a timely manner. Upon request of District, Contractor shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Contractor shall be subject to the approval of District.

3.2.4 Substitution of Key Personnel. Contractor has represented to District that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Contractor may substitute other personnel of at least equal competence upon written approval of District. In the event that District and Contractor cannot agree as to the substitution of key personnel, District shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the District, or who are determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Contractor at the request of the District. Contractor's key personnel for performance of this Agreement are as follows:

3.2.5 District's Representative. The District hereby designates _____, or his or her designee, to act as its representative for the performance of this Agreement ("**District's Representative**"). District's Representative shall have the power to act on behalf of the District for all purposes under this Contract. Contractor shall not accept direction or orders from any person other than the District's Representative or his or her designee.

3.2.6 Contractor's Representative. Contractor hereby designates _____, or his or her designee, to act as its representative for the performance of this Agreement ("**Contractor's Representative**"). Contractor's Representative shall have full authority to represent and act on behalf of the Contractor for all purposes under this Agreement. The Contractor's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences, and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Contractor agrees to work closely with District staff in the performance of Services and shall be available to District's staff, Contractors and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor represents and maintains that it is skilled in the professional calling necessary to perform the Services. Contractor warrants that all employees and sub-contractors shall have sufficient skill and experience to perform the Services assigned to them. Finally, Contractor represents that it, its employees and sub-contractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including a District Business License, and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Contractor shall perform, at its own cost and expense and without reimbursement from the District, any services necessary to correct willful or negligent errors or omissions which are caused by the Contractor's failure to comply with the standard of care provided for herein. Any employee of the Contractor or its sub-contractors who is determined by the District to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the District, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Period of Performance and Damages. Contractor shall perform and complete all Services under this Agreement within the term set forth in Section 3.1.2 above ("**Performance Time**"). Contractor shall also perform the Services in strict accordance with any completion schedule or Project milestones described in Exhibits "A" or "B" attached hereto, or which may be separately agreed upon in writing by the District and Contractor ("**Performance Milestones**"). Contractor agrees that if the Services are

not completed within the aforementioned Performance Time and/or pursuant to any such Project Milestones developed pursuant to provisions of this Agreement due to Contractor's willful behavior or negligence, it is understood, acknowledged and agreed that the District will suffer damage.

3.2.10 Laws and Regulations; Employee/Labor Certifications. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. If the Contractor performs any work knowing it to be contrary to such laws, rules and regulations and without giving written notice to the District, Contractor shall be solely responsible for all costs arising therefrom. Contractor shall defend, indemnify and hold District, its officials, directors, officers, employees, and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10.1 Employment Eligibility; Contractor. By executing this Agreement, Contractor verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Such requirements and restrictions include, but are not limited to, examination and retention of documentation confirming the identity and immigration status of each employee of the Contractor. Contractor also verifies that it has not committed a violation of any such law within the five (5) years immediately preceding the date of execution of this Agreement, and shall not violate any such law at any time during the term of the Agreement. Contractor shall avoid any violation of any such law during the term of this Agreement by participating in an electronic verification of work authorization program operated by the United States Department of Homeland Security, by participating in an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, or by some other legally acceptable method. Contractor shall maintain records of each such verification, and shall make them available to the District or its representatives for inspection and copy at any time during normal business hours. The District shall not be responsible for any costs or expenses related to Contractor's compliance with the requirements provided for in Section 3.2.10 or any of its sub-sections.

3.2.10.2 Employment Eligibility; Subcontractors. To the same extent and under the same conditions as Contractor, Contractor shall require all of its sub-contractors, performing any work relating to the Project or this Agreement to make the same verifications and comply with all requirements and restrictions provided for in Section 3.2.10.1.

3.2.10.3 Employment Eligibility; Failure to Comply. The persons executing this Agreement on behalf of Contractor verify that they are duly authorized officers of Contractor, and understand that any of the following shall be grounds for the District to terminate the Agreement for cause: (1) failure of Contractor or its

subcontractors, Contractors, to meet any of the requirements provided for in Sections 3.2.10.1 or 3.2.10.2; (2) any misrepresentation or material omission concerning compliance with such requirements (including in those verifications provided to the Contractor under Section 3.2.10.2); or (3) failure to immediately remove from the Project any person found not to be in compliance with such requirements.

3.2.10.4 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California 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 agrees to comply with such provisions before commencing the performance of the Services.

3.2.10.5 Equal Opportunity Employment. Contractor represents that it is an equal opportunity employer and it shall not discriminate against any sub-contractor, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Contractor shall also comply with all relevant provisions of District's Minority Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.2.11 Accounting Records. Contractor shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Contractor shall allow a representative of District during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Contractor shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.2.12 Insurance.

3.2.12.1 Time for Compliance. Contractor shall not commence Work under this Agreement until it has provided evidence satisfactory to the District that it has secured all insurance required under this section. In addition, Contractor shall not allow any sub-contractor to commence work on any subcontract until it has provided evidence satisfactory to the District that the sub-contractor has secured all insurance required under this section. Failure to provide and maintain all required insurance shall be grounds for the District to terminate this Agreement for cause.

3.2.12.2 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor, its agents, representatives, employees or sub-contractors. Contractor shall also require all of its sub-contractors to procure and

maintain the same insurance for the duration of the Agreement. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability*: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to, form CG 2503, either the general aggregate limit shall apply separately to this Agreement/location or the general aggregate limit shall be twice the required occurrence limit; (2) *Automobile Liability*: \$1,000,000 per accident for bodily injury and property damage; and (3) *Workers' Compensation and Employer's Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of \$1,000,000 per accident for bodily injury or disease.

3.2.12.3 Insurance Endorsements. The insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms supplied or approved by the District to add the following provisions to the insurance policies:

(A) General Liability. The general liability policy shall include or be endorsed (amended) to state that: (1) the District, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the Work or operations performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way.

(B) Automobile Liability. The automobile liability policy shall include or be endorsed (amended) to state that: (1) the District, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insureds with respect to the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Contractor or for which the Contractor is responsible; and (2) the insurance coverage shall be primary insurance as respects the District, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the Contractor's scheduled

underlying coverage. Any insurance or self-insurance maintained by the District, its directors, officials, officers, employees, agents, and volunteers shall be excess of the Contractor's insurance and shall not be called upon to contribute with it in any way.

(C) Workers' Compensation and Employer's Liability Coverage. The insurer shall agree to waive all rights of subrogation against the District, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by the Contractor.

(D) All Coverages. Each insurance policy required by this Agreement shall be endorsed to state that: (A) coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by mail has been given to the District; and (B) any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the District, its directors, officials, officers, employees, agents, and volunteers.

3.2.12.4 Separation of Insureds; No Special Limitations. All insurance required by this Section shall contain standard separation of insureds provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the District, its directors, officials, officers, employees, agents, and volunteers.

3.2.12.5 Deductibles and Self-Insurance Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District. Contractor shall guarantee that, at the option of the District, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the District, its directors, officials, officers, employees, agents, and volunteers; or (2) the Contractor shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.

3.2.12.6 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the District.

3.2.12.7 Verification of Coverage. Contractor shall furnish District with original certificates of insurance and endorsements effecting coverage required by this Agreement on forms satisfactory to the District. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf, and shall be on forms provided by the District if requested. All certificates and endorsements must be received and approved by the District before work commences. The District reserves the right to require complete, certified copies of all required insurance policies, at any time.

3.2.12.8 Reporting of Claims. Contractor shall report to the District, in addition to Contractor's insurer, any and all insurance claims submitted by Contractor in connection with the Services under this Agreement.

3.2.13 Safety. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and sub-contractors, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed _____ without written approval of District. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to District a monthly itemized statement which indicates work completed and hours of Services rendered by Contractor. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. District shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Contractor perform Extra Work. As used herein, "**Extra Work**" means any work which is determined by District to be necessary for the proper completion of the Project, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from District's Representative.

3.4 Termination of Agreement.

3.4.1 Grounds for Termination. District may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have

been adequately rendered to District, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.4.2 Effect of Termination. If this Agreement is terminated as provided herein, District may require Contractor to provide all finished or unfinished Documents and Data and other information of any kind prepared by Contractor in connection with the performance of Services under this Agreement. Contractor shall be required to provide such document and other information within fifteen (15) days of the request.

3.4.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, District may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5 General Provisions.

3.5.1 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor: _____

Attn: _____

District:

Jurupa Community Services District
11201 Harrel Street
Jurupa Valley, CA 91752
Attn: _____

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.2 Indemnification.

3.5.2.1 Scope of Indemnity. To the fullest extent permitted by law, Contractor shall defend, indemnify and hold the District, its directors, officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, to the extent caused by any willful or negligent acts, errors or omissions of Contractor, its officials, officers, employees, subcontractors, Contractors or agents in connection with the performance of the Contractor's Services, the Project or this Agreement, including without limitation the payment of expert witness fees and attorneys fees and other related costs and expenses. Notwithstanding the foregoing, to the extent Contractor's Services are subject to Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor.

3.5.2.2 Indemnity Obligations. Contractor shall defend, with Counsel of District's choosing and at Contractor's own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by Section 3.5.2.1 that may be brought or instituted against District or its directors, officials, officers, employees, volunteers and agents to the extent such allegations are caused by Contractor's willful or negligent acts, errors or omissions. Contractor shall pay and satisfy any judgment, award or decree that may be rendered against District or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Contractor shall also reimburse District for the cost of any settlement paid by District or its directors, officials, officers, employees, agents or volunteers as part of any such claim, suit, action or other proceeding. In the event the subject action alleges willful behavior or negligence on the part of Contractor and/or the District, or any third parties not under contract with Contractor, Contractor's obligations regarding the District's defense under this paragraph include only the reimbursement of the District's defense costs incurred to the extent of Contractor's negligence. Such reimbursement shall include payment for attorney's fees and costs, including expert witness fees. Contractor shall reimburse District and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Contractor's obligation to indemnify shall survive expiration or termination of this Agreement, and shall not be restricted to insurance proceeds, if any, received by the District, its directors, officials officers, employees, agents, or volunteers.

3.5.3 Governing Law; Government Code Claim Compliance. This Agreement shall be governed by the laws of the State of California. Venue shall be in Riverside County. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Contractor must comply with the claim procedures set forth in Government Code sections 900 et seq. prior to filing any lawsuit against the District. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures

pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Contractor. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Contractor shall be barred from bringing and maintaining a valid lawsuit against the District.

3.5.4 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.5.5 District's Right to Employ Other Contractors. District reserves right to employ other Contractors in connection with this Project.

3.5.6 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.5.7 Assignment or Transfer. Contractor shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the District. Any attempt to do so shall be null and void, and any assignees, hypothecatees or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.5.8 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Contractor include all personnel, employees, agents, and sub-contractors of Contractor, except as otherwise specified in this Agreement. All references to District include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Agreement.

3.5.9 Amendment; Modification. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.5.10 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel or otherwise.

3.5.11 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.5.12 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.5.13 Prohibited Interests. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or sub-contractors to file, a Statement of Economic Interest with the District's Filing Officer as required under state law in the performance of the Services. For breach or violation of this warranty, District shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of District, during the term of his or her service with District, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.5.14 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.15 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.16 Authority to Enter Agreement. Contractor has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.5.17 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.5.18 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

[SIGNATURES ON NEXT PAGE]

JURUPA COMMUNITY SERVICES DISTRICT

CONTRACTOR

By: _____

By: _____
Signature

Name (Print)

Title (Print)

By: _____
Signature

Name (Print)

Title (Print)

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT "B"
SCHEDULE OF SERVICES

EXHIBIT "C"
COMPENSATION

EXHIBIT "D"
TASK ORDER FORM

TASK ORDER NO. _____
CONTRACT NO. _____

CONTRACTOR: _____

**THE CONTRACTOR IS HEREBY AUTHORIZED TO PERFORM THE FOLLOWING WORK
SUBJECT TO THE PROVISION OF THE CONTRACT IDENTIFIED ABOVE.**

LIST ANY ATTACHMENTS:

DOLLAR AMOUNT OF TASK ORDER IN THE NOT-TO-EXCEED AMOUNT OF

\$ _____

The undersigned Contractor hereby agrees that it will provide all equipment, furnish all materials, except as may be otherwise noted above, and perform all services for the work above specified in accordance with the Contract identified above and will accept as fully payment therefor the amount shown above.

JURUPA COMMUNITY SERVICES DISTRICT

CONTRACTOR

By: _____

By: _____
Signature

Name (Print)

Title (Print)