1. **SCOPE OF WORK**

Provide septic system repair and maintenance services for Lake County septic tanks, lift stations, and traps. Services shall include cleaning, inspecting, certifying, pumping and debris removal of all systems. Waste and debris, including root material removed from septic tanks, lift stations, strainer baskets, fillers, and drains shall be properly disposed. All repair materials used shall be installed in strict accordance with the manufacturer's specifications.

This is an indefinite quantity contract with no guarantee services will be required. County does not guarantee a minimum or maximum dollar amount to be expended. All work performed shall be in strict compliance with the latest codes, standards, and practices and in accordance with Federal, State, and Local laws.

1. **CONTRACTOR RESPONSIBILITIES**

Contractor shall:

* 1. Be licensed, fully competent, and employ only qualified and skilled workers in all aspects of Septic System Inspection, Repair, Maintenance, Certification and Pumping operating in a safe manner.
	2. Provide all-inclusive quotes to provide 100% turnkey projects that include common installation, repairs, preventative maintenance, and replacement of fixtures/equipment.
		1. Include all required labor, material, equipment, travel time, plans, engineering, surveys, permitting and local and state inspections.
		2. Include costs for general housekeeping and work area clean up.
		3. Change orders shall not be issued for incidental items or tasks that should have been reasonably construed to be part of the project by the Contractor.
	3. Obtain licenses, permits, and fees (including inspection fees) as required to comply with all laws, ordinances, regulations, and code requirements applicable to complete projects.
	4. Be responsible inspections, penalties, fees, or fines for projects.
	5. Be responsible for damages caused as the result of completing projects.
	6. Furnish all tools and equipment (possibly cranes, lift trucks, boom trucks, cherry pickers, etc.) to complete projects timely.
1. **EMERGENCY SERVICE**
	1. The contractor shall provide twenty-four (24) hours a day, seven (7) days a week emergency service to the County.
	2. During regular working hours (Monday through Friday, 8:00 A.M. to 5:00 P.M.), emergency service response time shall be within four (4) hours after notification by the County.
	3. During other than regular working hours, the emergency response time shall be within six (6) hours after notification by the County.
	4. The contractor shall notify the County within one (1) hour of arrival of the site assessment and provide a quote and projected time for repair.
2. **PROJECT WORK ORDERS**
	1. A work order including the scope of work, location, description, and plans (if available) shall be issued to the Contractor for each project.
	2. Contractor shall provide a schedule for site visit within forty-eight (48) hours of notification.
	3. Contractor shall assess the project and provide a quote in accordance with contract pricing.
	4. County shall provide a Notice to Proceed to the Contractor. No work shall be completed prior to the Notice to Proceed.
	5. Contractor shall complete the work within ten (10) business days after Notice to Proceed.
3. **PUMPING/ INSPECTION/ CERTIFICATION**

Contractor shall pump, inspect, and certify septic tanks per the attached schedule.

* 1. Pumping shall take place during regular County business hours Monday through Friday 8 a.m. to 5 p.m. unless otherwise directed by the County.
	2. Work shall be completed using the least invasive methods as possible.
	3. Pumping shall include manual removal of all foreign material from the tank, filters, inlet, outlet.
	4. Septic tanks shall be pumped and cleared of solids and liquids, inspected, and certified. All filters must be cleared.
	5. Lift stations shall be pumped of liquids, solids and grease must be removed and cleaned from all surfaces. Filters and floats must be cleaned and inspected.
	6. The contractor shall install on Almetck Septic Tank Marker (or approved equivalent) at the inlet side of each tank location as directed by the County.
		1. The permanent markers shall be installed and centered on a one foot by one foot (1' x 1’) concrete pad to be poured around them.
	7. Contractor shall provide a detailed inspection report and certification that includes a detailed drawing showing the location of the tank in relation to the facility with measurements from points of reference as directed by the County.

The inspection report must include:

* + 1. Size of the tank.
		2. Shape of the tank.
		3. Type of tank construction.
		4. Condition of the tank.
		5. Condition of drain field.
		6. The volume of solids, scum, and sludge in the tank.
1. **COUNTY RESPONSIBILITIES**
	1. As stated in Exhibit D.
2. **DELIVERY REQUIREMENTS AND ACCEPTANCE.**
	1. As stated in Exhibit D.
3. **WARRANTY REQUIREMENTS**
	1. As stated in Exhibit D.

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