June 10, 2026

SCOPE OF WORK
Underground Fuel System Installation
Westminster School District – District Office
14121 Cedarwood Ave, Westminster, CA

Prepared by Westminster School District

PROJECT SUMMARY

This project replaces the previously removed underground fuel system at the District Office facility and includes installation of a new double-wall underground storage tank system, dispensers, piping, electrical systems, concrete work, and associated components in accordance with the attached 100% construction drawings and signed tank drawings.

The new system includes one (1) 10,000-gallon split double-wall underground storage tank (6,000 gallons gasoline / 4,000 gallons diesel) with tank-top sumps, equipment, and vent riser with sump.

Agency coordination has been completed. Construction will proceed under CUPA regulatory approval, SCAQMD permit (pending issuance), and engineer-stamped construction drawings. No separate Building, Fire, or Division of the State Architect (DSA) plan review or permit issuance is required for this scope of work.

1. SCOPE OF WORK

The Contractor shall furnish all labor, materials, equipment, supervision, and services necessary to complete the work shown on the construction drawings, including but not limited to:

- Installation of one (1) 10,000-gallon split (6,000 gasoline / 4,000 diesel) double-wall underground storage tank, including tank-top sumps, equipment, and vent riser with sump
- Engineered shoring design and installation in accordance with the geotechnical report
- Installation of two (2) single-product fuel dispensers at concrete islands
- Installation of all product piping, vent piping, submersible turbine pumps, and associated components
- Construction or reinstallation of concrete islands and protective bollards
- Installation of all electrical conduits, wiring, submersible turbine pump controls, emergency stops, tank monitoring equipment, and associated sensors in accordance with the approved plans
- All testing, startup, and system commissioning required to place the fuel system into operational service
- Site restoration within limits of disturbance, including backfill, paving, and surface restoration to match existing conditions

2. OWNER-FURNISHED ITEMS

The Owner will furnish the following items. All other materials and equipment required to complete the work shall be provided by the Contractor:

- Underground storage tank
- Fuel dispensers
- Veeder-Root tank monitoring system (including associated components as provided by Owner)
- Submersible Turbine Pumps (STPs)
- Tank & Dispenser Sumps
- Electronic line leak detectors

The Contractor shall receive, unload, store, protect, install, and test all Owner-furnished items.

3. CONTRACTOR RESPONSIBILITIES

The Contractor shall:

1. Coordinate and perform 811 utility notification and site utility verification prior to excavation

2. Furnish all labor, materials, equipment, supervision, and services required to complete the work
3. Provide engineered shoring design and installation in accordance with the geotechnical report
4. Maintain site safety and protection of adjacent operations throughout construction
5. Coordinate all required inspections and testing associated with the work
6. Submit all required notifications, inspection requests, test reports, and regulatory filings associated with the work
7. Provide copies of all submissions and approvals to the Owner's designated project representatives

3.1 Contractor Qualifications & Certifications

In addition to the required California Contractor License and Workers' Compensation Insurance, the Contractor shall maintain all certifications necessary to install, test, and place the specified fuel system equipment into service. The Contractor shall provide copies of applicable certifications upon request.

At a minimum, the Contractor shall possess or have access to personnel holding the following certifications:

- ICC U-1 Installer/Retrofitter
- TrueNorth Steel / Plasteel Elutron Tank Installation
- Bravo Systems
- NOV Fiberglass Systems UL Bonded Pipe
- OPW Phase I UST Enhanced Vapor Recovery
- Veeder-Root ATG
- VST EVR Hanging Hardware Installation & Repair

4. CONSTRUCTION ADMINISTRATION REQUIREMENTS

4.1 Progress Reporting

The Contractor shall provide weekly progress updates including:

- Summary of work completed
- Upcoming scheduled activities
- Updated schedule reflecting any deviations
- Identification of issues, delays, or coordination items
- Inspection status and upcoming inspections
- Site progress photographs
- Notice of any safety incidents or reportable events

4.2 Closeout Documentation

To be submitted within thirty (30) days of substantial completion:

- Copies of permits obtained during construction
- Inspection approvals and final sign-offs
- Waste disposal and hauling documentation
- Hazardous material handling documentation (if applicable)
- Project photo documentation
- Copies of required agency submissions
- Signed conditional and unconditional lien releases

5. REGULATORY & PERMITTING

Agency coordination has been completed with the City Building Department, Orange County Fire Authority, and Division of the State Architect (DSA). Based on agency feedback, separate Building, Fire, and DSA plan review or permit issuance is not required for this scope of work.

The project will proceed under CUPA regulatory approval and SCAQMD permit requirements, and under engineer-stamped construction drawings.

The Contractor shall:

- Perform all work in compliance with applicable building codes, fire codes, environmental regulations, and safety standards
- Coordinate inspections required by applicable regulatory agencies
- Submit all required notifications, inspection requests, test reports, and regulatory filings associated with the work
- Provide copies of all submissions and approvals to the Owner's designated project representatives

6. COMMERCIAL REQUIREMENTS (REFERENCE ONLY)

The following items are included for reference and coordination only. Final commercial and contractual terms will be governed by Westminster School District procurement documents and contract forms:

- Insurance requirements
- Performance bond requirements
- Payment provisions
- Change order procedures
- Warranty requirements

7. SUPPORTING DOCUMENTS

Refer to Supporting Documents list provided separately.