



## **INVITATION FOR EXPRESSION OF INTEREST FOR GENERAL MANAGEMENT SERVICES**

The Graton Community Services District (GCSD) is soliciting Requests For Proposals (RFP) from qualified firms or individuals to provide **General Management Services** for the GCSD sewer system. The position will be filled by an independent contractor on a part-time basis at 60-80 hours per month. The General Manager has oversight responsibility for planning, program management, staff recruitment and development, and budgeting. A detailed RFP and Scope of Services can be found at [www.graton.org](http://www.graton.org). The deadline for submitting expressions of interest is December 15, 2021. The job advertisement will remain open until filled. We are open to an overlap period with our current General Manager before his retirement in early 2022 to facilitate the transition.

GCSD is a special district formed in 2005 to provide local control for management, operation, and maintenance of the local wastewater treatment system for the Graton Community in western Sonoma County, CA. Information on Graton and GCSD can be found at [Graton CA | SonomaCounty.com](http://Graton CA | SonomaCounty.com) and on our website.

GCSD has a five-member Board of Directors elected by the voters, three wastewater plant operators, two part-time staff, and one standing committee. District financial trends and annual audits have demonstrated strong fiscal responsibility.

The unincorporated community of Graton currently has a steady population of 1,700 residents and is a favorite destination for visitors Highway 116. Under then-operation by Sonoma County Water Agency, the wastewater treatment plant and collection system were built in the mid-1970s and improved to tertiary standards by GCSD in 2015. GCSD has 446 ratepayers for a total of 642 Equivalent Single-Family Dwelling Units. The sewer plant is designed for tertiary treatment and discharges by land application. It is approved for 0.140 million gallons of average dry weather flow.

Respondents are requested to submit three (3) printed copies to:

**Search Committee, GCSD P.O. Box 534 Graton, CA 95444 or email to: [gcsd@sonic.net](mailto:gcsd@sonic.net)**

**Services are more fully described in the Scope of Work set forth in the full Request for Proposal posted on the GCSD website at [www.graton.org](http://www.graton.org).**

**Deadline for RFPs is January 4, 2022**

GCSD reserves the right to reject any of the Proposals, and to select the candidate that the GCSD determines to best meet its needs for this contract. A specific scope of work, fee schedule, and service contract will be negotiated with a successful candidate.